



DEPARTMENT OF THE AIR FORCE

WASHINGTON, DC

22 AUG 2011

OFFICE OF THE ASSISTANT SECRETARY

MEMORANDUM FOR ALL MAJCOM/DRU/FOA (Contracting and Civil Engineer)

FROM: HQ SAF/AQC
1060 Air Force Pentagon
Washington DC 20330-1060

SUBJECT: Mandatory Use Policy for Air Force (AF) Dormitory Furnishings Acquisitions Within the United States (Including Alaska and Hawaii)

1. The AF Furnishings Commodity Council (FCC) has established a set of Dormitory Furnishings Blanket Purchase Agreements (BPAs) estimated to deliver 8 percent savings. The BPAs leverage the approximate \$20 million of annual AF spend on dormitory furnishings. The new BPAs provide a flexible solution that reduces the total cost of ownership, maximizes small business participation, minimizes duplication of sourcing efforts, and improves business process efficiency.
2. Based upon the recommendation of the FCC, and our role as the Furnishings co-Commodity Sourcing Officials, we have determined a mandatory-use policy is warranted for the procurement of all dormitory furnishings for AF installations located within the United States. Deviation from this policy is only authorized by receiving an approved waiver from the AF FCC.
 - a. Effective immediately, all AF contracting offices and Government Purchase Card (GPC) holders shall use the Dormitory Furnishings Blanket Purchase Agreements (BPAs) to purchase all CONUS AF dormitory furnishings. In accordance with FAR 8.002, all higher level mandatory sources were provided a fair opportunity to participate, but did not satisfy the requirements of this program. The BPA contractor catalogs and Dormitory Furnishings Ordering Guide are located on the AF Advantage website (www.afadvantage.gov) and are ready for use. A copy of the detailed AF Dormitory Furnishings Ordering Guide is also attached to this letter. The dormitory BPAs can be accessed through the Electronic Document Access (EDA) website http://eda.ogden.disa.mil/eda_main.htm. Ongoing information on this program can be found on the Furnishings Commodity Council website <https://cs.eis.af.mil/airforcecontracting/esg/AFFCC/default.aspx>.
 - b. Enforcement of this policy will be monitored through the use of improved management reporting tools that provide detailed information on all AF dormitory furnishings-related spend. CONS and GPC cardholders are reminded to comply with the Defense Procurement Acquisition Policy, "Improving Competition in Defense Procurements" memos for all solicitations above the Simplified Acquisition Threshold (SAT), including solicitations that do not produce more than one quote.

3. For further information or for a waiver request, please e-mail furnishings.cc@wpafb.af.mil or contact Mr. Rick Bigler, Director, AF FCC, HQ AFMC/ESG, DSN 674-1277, (937) 904-1277.



WENDY M. MASIELLO, Maj Gen, USAF
Deputy Assistant Secretary (Contracting)
Assistant Secretary (Acquisition)



PAUL A. PARKER, SES
Director of Communications,
Installations and Mission Support, AFMC

Attachment:

AF FCC Dormitory Furnishings
Ordering Mandatory Use Guide