

USDA



Farmers to Families Food Box Amendment #1

BASIC ORDERING AGREEMENT SOLICITATION

Agricultural Marketing Service

Commodity Procurement Program

Domestic Commodity Procurement Division

AGENDA

- Content of the Amendment
- Submission of the SF-30
- Proposal Submission Reminders

AMENDMENT ONE CONTENT

- Addition of box types

- In addition to the already solicited for combination boxes, offerors may submit proposals for individual commodity boxes. The three additional types of boxes allowed will be:

- 1) Fresh Fruit and Vegetable Box
- 2) Meat Box
- 3) Dairy Box (including Fluid Milk)

- Includes a description of the content of what must be included in the three box types above.

- Proposal Review Priority

The Government will review proposals in the following order:

- 1) Proposals for combination boxes
- 2) Proposals for fruit and vegetable boxes, meat boxes, or dairy boxes

- Already submitted proposals should be amended.

- Review of combination box submission will continue

AMENDMENT ONE CONTENT

- 1.1.1 D(2)(i) – Dairy Content
 - Group A table updated to add “Other hard, semi-firm or semi-soft cheese.”
- 1.1.1. (d)(1)(ii) – Locally Grown
 - Locally and Regionally Produced Food means food that is raised, produced, aggregated, stored, processed, and distributed in the locality or region where the final product is marketed to consumers, so that the total distance that the product travels between the farm or ranch where the product originates and the point of sale to the end consumer is at most 400 miles, or both the final market and the origin of the product are within the same State, territory, or tribal land.

AMENDMENT ONE CONTENT

- (d)(3)(i)- Meat and Egg or Egg Products (meat must be pre-cooked) content: **(Combination Box)**
 - 5-6 lbs. of at least 2 pre-cooked frozen or refrigerated meat items. No more than one lb. of lunch meat item is permitted. Lunch meat is defined in 9 CFR 319.260. Meat may be further processed or in its native form. Meat will comprise at least 75 percent of the raw formula with 25% reserved for non-meat ingredients, including (but not limited to): water, binders, spices, breading, sauces, or other flavorings. This finished commodity shall be fully cooked and meet all applicable FSIS regulations and requirements. Meat must be made of beef, turkey, pork, or chicken.
 - Boxes must contain 32 ounces or less of eggs or egg products. Egg products must be 100% eggs excluding minor ingredients related to storage and shelf life. **(Eggs may be included but are not required)**
 - Shell Eggs consist of the whole intact egg with an unbroken shell, usually sold in cartons. Food safety regulations can vary greatly depending on the type and size of producer. For product safety, shell eggs from an official USDA facility, with registered plant numbers (P- numbers), should be the only product permitted.
 - In addition to traditional liquid and powdered items, “egg products” should include ready-to-eat (RTE) items such as hard-boiled eggs, egg patties and omelets. Although this list is not exhaustive, they offer fair representation that eggs are the main focus of the item. These products are subject to Federal food safety oversight (FSIS and/or FDA), including elements of HACCP, good manufacturing practices and a required lethality step to aid in food borne illness mitigation.

AMENDMENT ONE CONTENT

- Update the Solicitation Number from 12-3J14-20-B-0588 to 12-3J14-20-R-0588.
- Louisiana has been removed from the South-East region.
- The excel spreadsheet has been updated:
https://www.ams.usda.gov/sites/default/files/media/FFFB_solicitationRound3.xlsx
 - Admin & Tech Regist_Cert Tab
 - PACA License number
 - Req Perf Elements & Affirm Tab
 - Added Box Type with dropdown
 - Added Opportunity Zone (Yes/No) dropdown
 - Created dropdown for state
 - Created dropdown for county based on state
 - Description of products & Sample pricing Tabs
 - Added Box Type with dropdown
- The last sentence of pg. 40 'Submission of BOA proposals must be submitted in accordance with A.3.' has been removed.

KEY TAKEAWAY Q&A – PLEASE READ COMPLETELY

- The Government may choose to utilize the BOA holder's proposed non-profit network. The contracting officer also reserves the right to require delivery to specific delivery destinations (as documented in solicitations upon which BOA holder may offer).
- Sample pricing submitted in your proposal should be for an entire region. Offer pricing in step 2 can contain constraints that indicate which states they wish to deliver to as well as the offer price associated with delivery to those locations.
- The Government will not make payments to non-profit entities. It is the responsibility of the prime contractor to ensure delivery to the final recipient (i.e. last mile distribution). See information provided in the webinar.
- The BOA holder will propose the non-profit network they may use in the event they are awarded a contract. The proposed non-profits are not required to be in an opportunity zone/deliver to an opportunity zone. However, the Gov't solicitation does state that preference, in BOA Holder only solicitation, may be given to those that distribute within opportunity zones.
- Suppliers of fresh fruits and vegetables must meet one of the following:
 - (1) USDA Good Agricultural Practices/Good Handling Practices audit conducted by a USDA/AMS auditor.
 - (2) Global Food Safety Initiative (GFSI) benchmarked certification program audits (GlobalGAP, SQF, Primus GFS, CanadaGAP).
 - (i) USDA-AMS reserves the right to conduct onsite or remote validation audits of any vendor.

SUBMISSION PROPOSALS AND SF-30S

- The SF-30 is the document used to amend (change) a solicitation.
- The SF-30 from this solicitation must be returned with the proposal submission via email.
 - Please do not send a generic (blank) SF30 or use one from another solicitation
 - If you have already submitted your proposal, our team will reach out to obtain your SF-30
- Proposal Submission
 - A receipt confirmation will be sent when proposals are received (may be 24-48 hours)
 - Please do not submit a separate (new) proposal based on the amendment.
 - Submit an amended proposal and ensure the subject line clearly identifies “AMENDED” with Company name and DUNS#
 - USDA will continue to review the combination box proposal while your company prepares and submits an amended proposal, if applicable.
 - Please do not submit multiple, follow-up or duplicate proposal submissions.

REMINDERS – PROPOSAL SUBMISSION

- Subcontractors are ANY organization you partnering with to perform ANY portion of the work under the FFFB activities.
 - Commodity supplier agreements
 - Non-profit agreements
- Photos of your proposed food box are required with your proposal.
- No Agreements will be put in place prior to August 15

“BOA Agreements will be issued on a rolling basis during an open season until such time as the Government has enough BOA holders per region to adequately meet the Government’s requirements.”
- Not necessary to submit a copy of the solicitation with your proposal.

KEY TAKEAWAYS

- Read the solicitation and amendment completely.
- Important to get the most up-to-date information from the USDA's acquisition staff.
- Submit questions to FFFBQuestions@usda.gov