

Welcome to the Furniture & Furnishings Quality Partnership Council (QPC) Meeting

Before we get started...

- All attendees are muted More than 500 attendees are online with us today!
- The Q&A Box will be open for you during the entire meeting.
- We encourage you to type questions and comments throughout the meeting.
- All questions, even if unanswered today, will be shared with the presenters.
- This meeting is being recorded.
- Slides and Recording will be shared after the meeting.
- Closed Captioning is available see Chat window
- Download Agenda with links to Breakout Rooms see Chat window



Opening Remarks

Dena McLaughlin

Regional Commissioner, FAS Mid-Atlantic Region Government-Wide Category Manager, Office Management



Integrated Workplace Acquisition Center (IWAC) Updates

Ryan Schrank, IWAC Director
John Breen, IWAC Projects Branch Chief
Ivana Henry, IWAC Business Development Director
Meg Sutliff, IWAC MAS Branch Chief



IWAC Update: Leadership Change

Please join us in extending best wishes to

MAS Branch Chief Meg Sutliff

who will be retiring on July 2nd after 43 years of Federal Government Service and in congratulating

Shaun Kelly

on his promotion to MAS Branch Chief

IWAC Updates

- Packaged Office Program
- Business Volume
- Metrics
- Opportunity Pipeline
- Stakeholder Engagement



IWAC Update: Packaged Office Program

- GSA Office of Inspector General (OIG) <u>Audit Report</u>
- Corrective Action Plan Submission
- Communication with packaged office contractors and manufacturers



IWAC Update: Business Volume

Legacy	YTD Sales Trend (\$000)				ΥTD		
Schedule No	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	End of March	Growth	Busn Vol Plan
36	\$330,884	\$283,690	\$289,846	\$318,563	\$323,028	1.40%	\$640,446
71	\$497,242	\$517,452	\$448,094	\$476,921	\$481,077	0.87%	\$878,735
07102K	\$21,608	\$16,643	\$14,206	\$19,106	\$26,823	40.39%	\$40,048
72	\$19,170	\$12,180	\$12,774	\$9,910	\$10,799	8.97%	\$21,466
78	\$86,965	\$88,834	\$93,587	\$88,049	\$83,173	-5.54%	\$141,950
5801	\$38,366	\$44,237	\$77,947	\$36,927	\$34,782	-5.81%	\$62,562
00CORP							\$1,098
IWAC	\$994,235	\$963,035	\$936,453	\$949,474	\$959,682	1.08%	\$1,787,649



IWAC Update: Metrics

	# of Mods	Average Cycle Time (Days)			
Region 3/IWAC	1939	<u>6.12</u>			
General Supplies and Services (GSS)	7108	9.91			
Information Technology Category (ITC)	5206	21.47			
Professional Services Human Capital (PSHC)	3055	24.86			
Travel, Transportation & Logistics (TTL)	397	11.36			
Multiple Award Schedule (MAS) Program Av	16.66				
Region 3/IWAC Acceptance Rate = 78%					

IWAC Update: Opportunity Pipeline

Traditional Furniture Projects

- Regions 9 & 10 Blanket Purchase Agreement (BPA) Request for Quote (RFQ) planned for June 16
- Department of Education BPA in discussions

Furniture & Information Technology (FIT) Program

- Department of Labor (DOL, Employment and Training Administration (ETA), pending award
- o GSA Region 2, pending award

National Stock Number Program

Executive Casegoods RFQ planned for June 16 (set-aside)



Stakeholder Engagement & Support

Furniture & Furnishings Business Development POC: Kris Stein kristine.stein@gsa.gov

qpc@gsa.gov
furniture@gsa.gov



FAST2021 Virtual Conference: Define, Procure, Deliver!



Join us June 15 - 17, 2021

12:30 p.m. - 4:30 p.m. ET Daily

Join GSA executives, acquisition and category experts at our 3-day virtual training conference. The conference is free for agency and industry partners and participants will earn up to 11.5 continuous learning points!

View daily agendas at gsa.gov/fast2021





Industry Partners: Your Voice Makes a Difference!

2021 GSA Supplier Relationship Management Survey

GSA annual 2021 SRMS

Your feedback:

- Tells us where we can make operational improvements
- Identifies what resources and training are needed
- Helps us forge stronger business relationships

May 26 - June 30, 2021

For More Information:

A unique survey link was sent to your inbox.

GSA Contract Holders, email surveys@research.gsa.gov if you did not receive it!





Jane Schuster

Workplace Strategist GSA Public Buildings Service



future of federal work workplace 2030



Envisioning the Future of Federal Work

Presented by Jane Schuster

GSA Public Buildings Service Center for Workplace Strategy



A once-in-a-generation opportunity

Federal agencies' pandemic response enabled them to see things differently.

To position the Federal Government for success, GSA's Workplace 2030 initiative is leveraging this moment for lasting change.

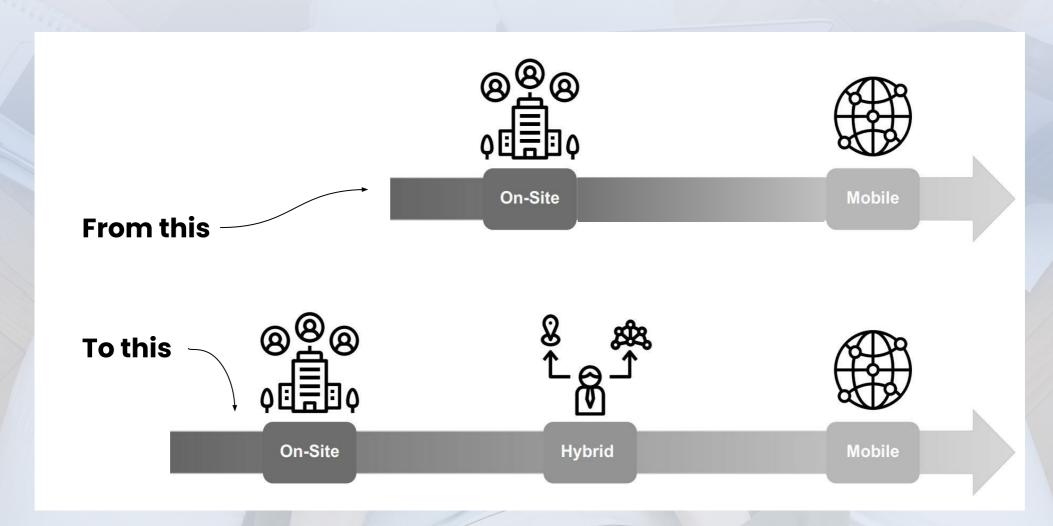


Workplace 2030 - Future of Federal Work

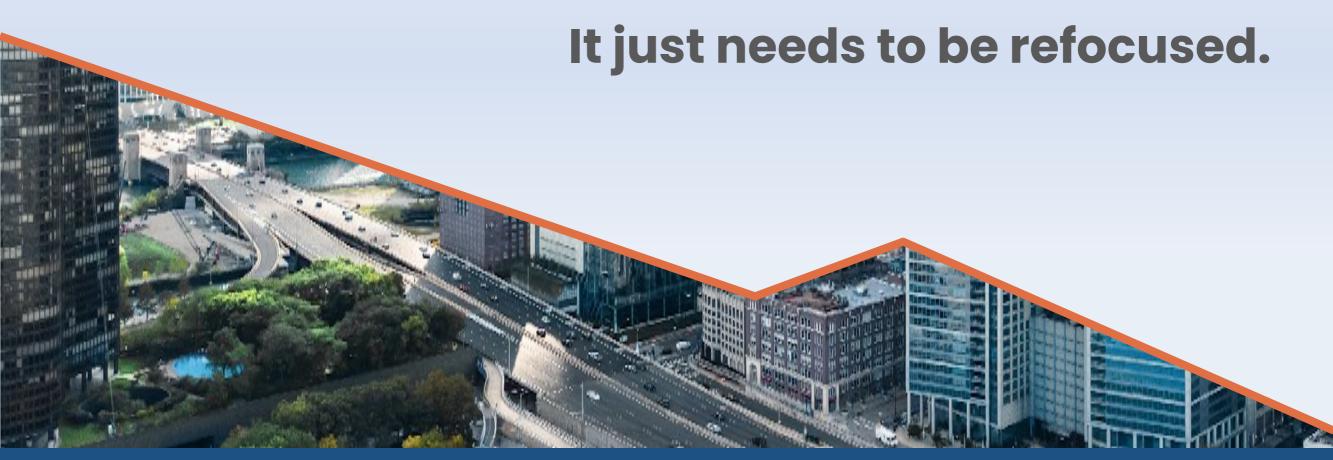


A vision co-created by over 100 experts from 18 federal agencies

Distributed work...is trusted work



We will still want the office.



Remote work helps recruit and retain the best talent

Remote work allows agencies to recruit the **most qualified talent** no matter where they live.

It empowers employees to live where it best suits them, which has the potential to **extend their careers** in public service.

Agencies are willing to share space

Sharing resources between agencies would create **cost savings** to **invest in mission**.

Agencies say even specialized space like SCIFs can be shared.

Distributed work is also an employee benefit

Employees report that they value the **scheduling flexibility** allowed by working from home.

There are challenges to overcome

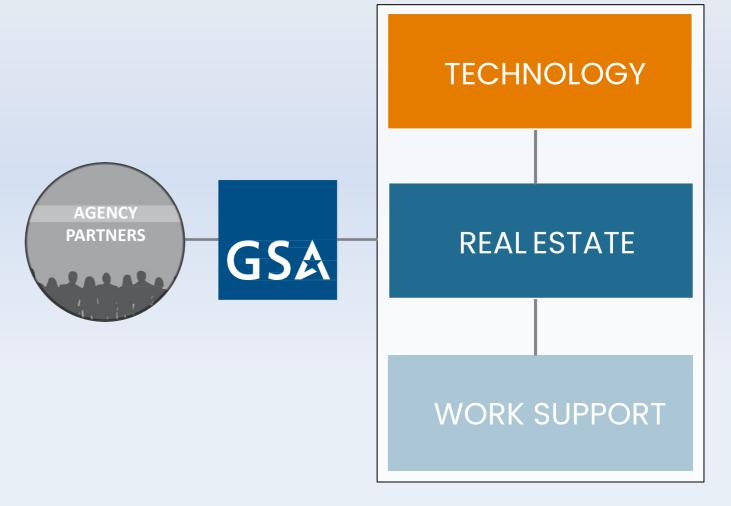
Federal agencies' pandemic response is revealing the **limits** of present-day technology.

In the future of federal work, physical and virtual workplaces alike will champion values that the pandemic placed in relief.

Capturing this opportunity will take a new approach

Work today requires an interrelated mix of services.

These services must **adapt and expand** to support the
evolution of work over time.



Hybrid and remote work will drive the new model

Agencies have different priorities and will need a different mix of services.

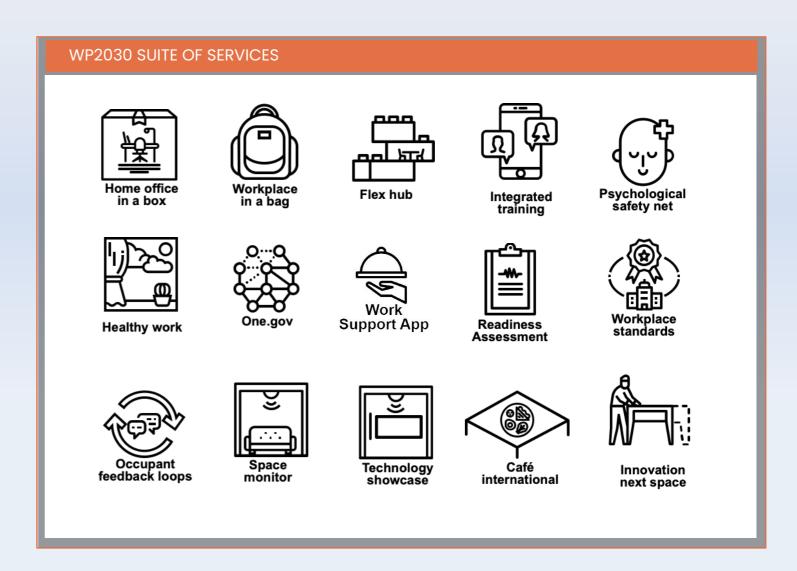
We will co-create the right solution with our agency partners.



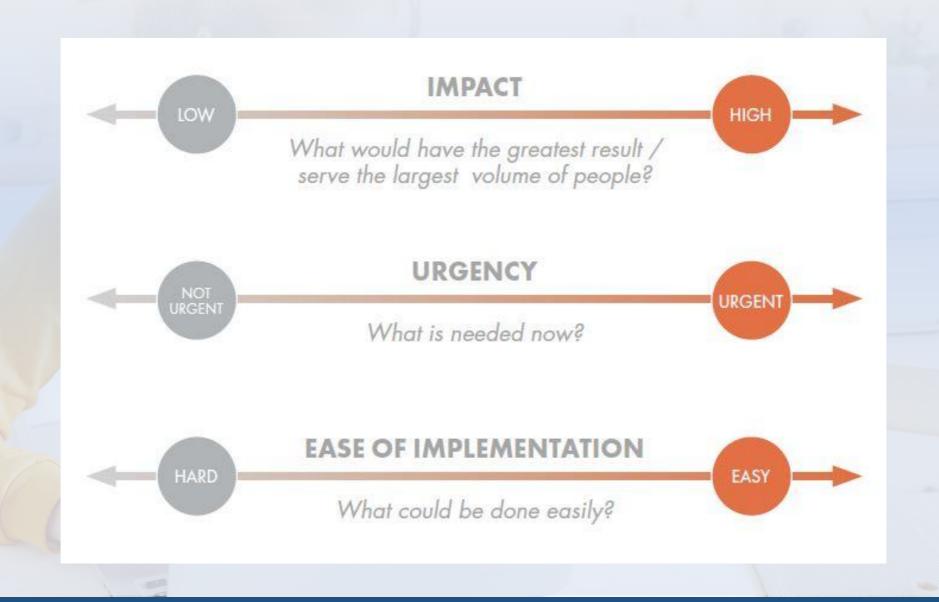
New services will make it possible

Agencies will need additional support from GSA to bolster their efforts and increase the chance of success.

GSA has begun to develop an expanded suite of services.



GSA emerging services prioritization









Home Office In a Box

Workplace & Technology Showcase

Space Monitor / Feedback Loop

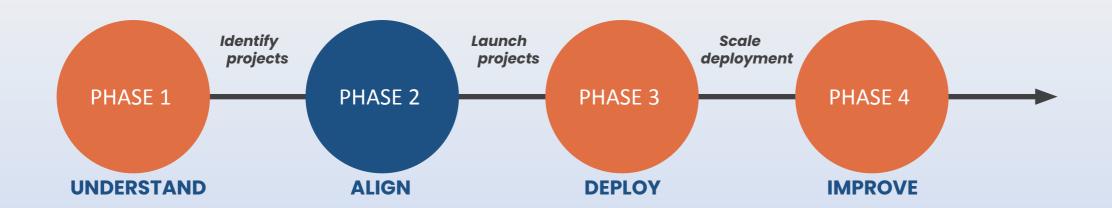






Work Support App

A roadmap to engage customers



This framework will enable GSA to continuously evaluate, refine, and adapt the emerging set of services throughout the development process.

Partnership with our customers should be a **continual process** - not just when OAs and leases are expiring.





Small Manufacturer Spotlight

Seating Concepts, Inc.

GSA Contract 47QSMA20D08PL

Tom St. Julien, tstjulien@seating-concepts.com

An American based manufacturing company that specializes in providing high performance furniture to the restaurant and food service industry.

Founded in 1980, Seating Concepts, Inc. operates its manufacturing facility in Rockdale, Illinois.



Meg Sutliff

Multiple Award Schedule (MAS) Branch Chief GSA Integrated Workplace Acquisition Center (IWAC)



What is an EPA?

An Economic Price Adjustment (EPA) is a clause (552.216-70 Alternate I or I-FSS-969) that allows price increases for your product and/or services.

Is there a monetary limit?

Yes, the maximum price increase per product or labor category, in a 12 month contract period, is 10%

How do I request an EPA?

Submit a contract modification (MOD) to your GSA contracting officer.

When can I request an EPA?

You can submit your first EPA request on or after the first 12 months of your contract period. For example, if your contract began on 01/01/2021. You may submit an EPA mod on 01/01/2022.

Can I submit additional EPAs?

Yes, you can submit up to 3 EPA mods per product in any succeeding 12 month period. Note that product lines fall within your overall contract offering and do not necessarily represent your entire contract offerings. You may have one or multiple product lines on your GSA contract.

Are there any limitations?

Yes, EPA mods cannot be submitted during the last 60 days of your contract period. Example: Your contract expires on 12/31/2026. You may submit an EPA mod up until 11/01/2026. Also, 30 days must elapse between each EPA mod. For example, if you submit an EPA for product

line XYZ on 01/01/2022. The next time you can submit an EPA for the same product line is 01/31/2022.



- 552.216-70 ECONOMIC PRICE ADJUSTMENT FSS MULTIPLE AWARD SCHEDULE CONTRACTS (SEP 1999) (ALTERNATE I – SEP 1999) <u>Linked here</u>
- Limitations
 - 10% ceiling per year
 - 3 EPAs per year
 - 60 days prior to end of Contract Period
 - Definition of Contract Period



Monetary 10% Limitation

• 552.216-70 provides COs with the authority to accept *reasonable* requests over the 10% ceiling

EPA clause 552.216-70 (c) The Government reserves the right to raise the ceiling when market conditions during the contract period support such a change.

Provide a detailed explanation for the EPA, particularly those over
 10%

EPA clause 552.216-70 (d) (3) Documentation supporting the reasonableness of the price increase.



Monetary 10% Limitation (Cont'd)

- No Average of EPA %
- Use of Price Proposal Template (PPT)
- Discussions with your Contracting Officer is Key

Number of EPAs Per Year

- Limited to Three (3) EPAs per Year
- Applies to Each Item or Labor Category, not to the Contract

What is a Contract Period

- Base Period
- Each 5-Year Option Period



Sixty Days Prior to End of Contract Period

- Option Process
- Notification of Upcoming EPA vs Submission of EPA Modification





QUESTIONS?



Air Force Furniture

Mark Voorhis

Contracting Officer

Air Force Installation Contracting Center (AFICC)



Air Force Installation Contracting Center





771st Enterprise Sourcing Squadron

USAF Furniture Program Update



Overview



- USAF Category Management 6.3
- Active Programs
- Developing Programs
- Potential future actions
- Takeaways
- Questions



USAF Category Management 6.3



- USAF has fully adopted the OMB program of Category Management
- Mr. Lombardi HAF/MB heads up program

- Furniture is assigned to category 6.3
- The 6.3 category manager is Mr. Guadarrama

Rate, Process, and Demand



Active Programs



- Office Seating II
 - Awarded 10 BPAs for five years in late Dec 2019
 - In 15 Months 27K chairs or \$6.1M purchased
 - USAF Savings of 20%
 - 100% Small Business
 - Utilizes AFAdvantage
- Executive Office & Conference Furniture II
 - Tier 2 by piggy backing on Navy BPAs in Sep 2019
 - Selected 8 Small Business plus UNICOR
 - In 18 months \$2.6M vs \$57M in 5yr on EOCF I
 - Using AFAdvantage



Active Programs



- Hight Adjustable Stand Up Desk Convertor
 - No awards just policy directive to use GSA FSS
 - Now promoting GSA ordering of Ability One



Developing Programs



Systems & Modular II

- Currently in market research
- Covid effect on equipment / workforce
- 100 responses from industry to RFI will take a while to analysis
- Then try to set our requirements
- Goal is for award in 2022

EOCF III

- Currently talk of starting Opportunity Assessment
- Are reduced purchasing new norm?



Potential future actions



- Rebuild of Tyndall AFB in next few years
- A package office solution
- Specialized furniture needs
- Trying to move the demand away from the end of fiscal year



Takeaways



- Category Management supports Small Business
- Larger programs mean FAR requirements not normally in play are and you need to be prepared
- Reporting on current programs help with correcting follow on programs
- Inputs to RFIs are critical to successful acquisition plan development
- Be ready for GPC sales





Questions

Mark Voorhis
Contracting Officer
Mark.Voorhis.2@us.af.mil



Small Manufacturer Spotlight

Datum Filing Systems, Inc.

GSA Contracts GS-28F-005BA, GS-28F-006CA

Michelle Strickhouser

michele.strickhouser@datumstorage.com

Datum Storage Solutions' team of in-house engineers, designers, and skilled craftsmen has manufactured storage solutions for over 40,000 companies around the world.

Datum's diverse lines of products are made in York, Pennsylvania



Catalog Management

Mike Shepherd

Director, Catalog Management Office (CMO)

Josh Royko

Data Branch Chief, CMO

Peter Han

Business Requirements Branch Chief, CMO

GSA Catalog Management

Region 3 Quality Partnership Council

Presented by: Mike Shepherd, Peter Han, Josh Royko

June 2021



Agenda



Catalog Management Overview



Update on System Modernizations

Common Catalog Platform (CCP)
Verified Products Portal (VPP)
Authoritative Catalog Repository (ACR)



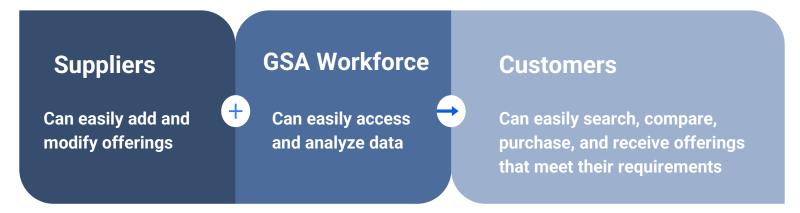
Verified Products Portal Demo



Catalog Management: Background

GSA is streamlining and improving how we manage the data associated with 60+ million products & services offered to the federal marketplace, including those on GSA Advantage!

Enhancing our catalog management capabilities will ensure:





Catalog Management: Background

40%

Percent of suppliers dissatisfied with the Schedule Input Program

- Contractors identified GSA systems as a top barrier to keeping catalogs current
- GSA Vendor Support Center fields over 12,000 SIP related calls annually.

90%

Percent of the Acquisition Workforce contacted for assistance loading catalogs

- Disjointed nature of SIP/CORS leaves workforce unfamiliar with contractor screens
- Average cycle time is over 84 hours
- Two-step is inefficient / ineffective

44%

Percent of customers dissatisfied with product photos on GSA Advantage!

- 38% are dissatisfied with descriptions
- 32% did not find what they were looking for
- 9% encountered order fulfillment issues

The systems and processes our workforce & industry partners use to manage catalogs ultimately impacts customer experience.



Catalog System Modernizations

MAS Contractors & GSA Workforce

Common Catalog Platform (CCP)

New web-based user interface, integrated with contracting systems, for managing catalog data

Vendor-provided catalog data

Authoritative Catalog Repository (ACR)

Backend modernization to GSA's data storage environment

Listing Data

Customer tools

(GSA Advantage, eLibrary)

Manufacturers & wholesalers

Verified Products Portal (VPP)

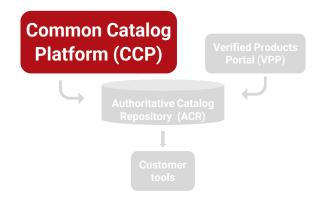
New portal for authoritative product content & supplier authorization information

Standardized product details



Common Catalog Platform (CCP)

A web-based user interface for <u>GSA workforce and</u> <u>contractors</u> to manage catalogs. Catalog data submitted via the CCP will be stored in the ACR and reflected on customer tools like GSA Advantage! The CCP will:





Provide a **web-based**, **user friendly interface** for managing catalog data that replaces the **Schedule Input Program**



Enable single-step catalog upload and streamline review/approval via a direct link with contracting systems



Support line-item and/or bulk review and approval of new or modified catalogs and track line-item changes for vendors / COs



Offer a new vendor profile to supplement the TnC file with searchable information to enhance customer market research



Configure data fields to a vendor's offerings and replace MAS Price Proposal Template (PPT) and SIP Template



Provide **relevant market research**, similar to current 4P report, to vendor during the new offer/mod preparation phase



Facilitate **access to product and supplier authorization data** provided by VPP participants



CCP- Complementary Process/Policy Changes

GSA is exploring policy and process changes to make it easier to manage catalogs via the CCP:

Reclassify catalog changes to streamline modification process:

Examples:

01	Traditional Modification Changes that require contractual modification	Add Products, Add Special Item Number (SIN), Economic Price Adjustment (EPA)
02	No Modification Required Changes that would not require a contractual modification	Photo Update, Non-Price Related Options, Temporary Removals
03	Published Immediately but Mod Required Changes that can be published immediately, but require a contractual modification	Delete Products/Services, Temporary Price Reductions

Provide new options to improve quality of data available to customers:

Inventory Management

Enable temporary removals that communicate to customers the item is unavailable

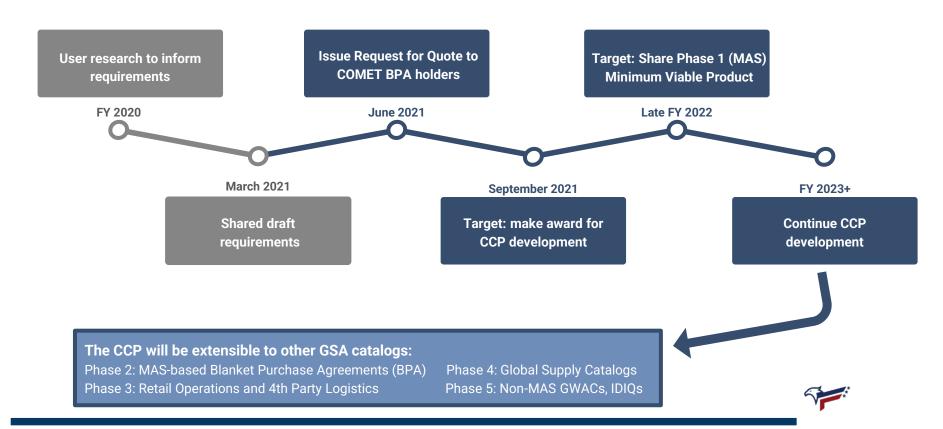
Selective publishing to Advantage

Ability to tag at the line item level if an item should be published to Advantage

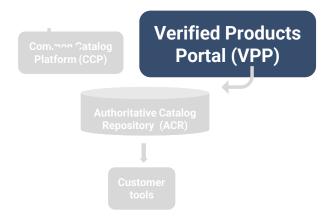


Note: submitting a detailed catalog to the CCP is a prerequisite for these new flexibilities.

CCP Timeline



Verified Products Portal (VPP)



The VPP is a <u>manufacturer and wholesaler</u> facing portal where participants can provide authoritative product content and supplier authorization information to improve the representation of COTS items. The VPP will:

- Improve the buyer experience by eliminating variability and providing more consistent product representations
- Reduce the burden on resellers to provide Letters of Supply (LoS) and product specifications
- Ensure Commercial off the Shelf (COTS) products are accurately represented on GSA ecommerce platforms
- Allow for greater automation in reviewing and approving catalog files for GSA workforce and enhance supply chain risk management capabilities



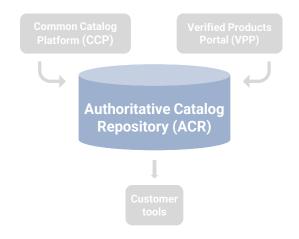
VPP Status

November 2020	May 2021	In the coming months:	Long term
Launched Prototype	Full Launch	Develop connection to GSA Advantage!	Supply VPP data to CCP
 Onboarded limited number of manufacturers Connected to 4P tool 	 Solicitation Refresh VPP is authoritative for evaluating products and can be used to fulfill Letter of Supply 	 Augment contractor provided catalogs to offer customers authoritative data 	 Provide contractors with VPP data (as applicable) for standardizing catalogs

For more information on the VPP, including a link to the Letter of Supply requirements and the publicly accessible VPP Participants dashboard, visit <u>gsa.gov/VPP</u>.



Authoritative Catalog Repository (ACR)



The ACR is an internal modernization to GSA's storage environment for catalog data, and will be the new source of data for customer tools like GSA Advantage! The ACR will:

- Improve catalog processing time so contractor changes are reflected more rapidly for customer consumption
- Increase data accessibility so GSA can execute quality control activities
- Increase data accuracy and compliance by enabling catalog enrichment and flagging of discrepancies

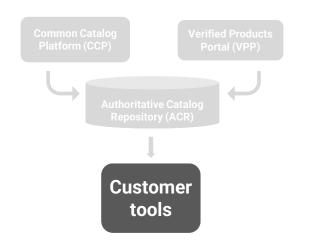
Status:

- ACR is in active development
- Target end of FY21 Proof of Concept
- ACR development is a foundational step to CCP coming online

Reminder: ACR is a backend modernization that enables new features in the CCP; contractors will not work in the ACR.



Impacts to Customer Tools



Ultimately, these new systems will improve the quality of data sent to our customer tools, with the ACR becoming the data source for GSA Advantage! data. This modernization will:

- Improve the quality of photos and descriptions provided to Advantage
- Improve the speed at which data is delivered to Advantage
- Offer more flexibility as to what is published to Advantage
- Introduce new fields on Advantage, such as basic inventory information
- Enable GSA to continuously monitor the quality of data on Advantage

Short term: Augment GSA Advantage! with VPP data

Long term: Contractors will use CCP to manage what is displayed on GSA Advantage!, and will be provided VPP data to populate catalogs as applicable.



VPP DEMO



Next Steps & Discussion

Develop working group(s) to address industry specific issues such as:

+

- Price Proposal Template
- Part Number Configuration
- Systems Furniture

Join our **Interact** page

Stay up to date with the project and provide input/feedback!

Email us at

<u>CatalogManagement@gsa.gov</u>

Provide us feedback or ask a question!

[For a VPP account, email VPP@gsa.gov]





Small Business Compliance and Goaling

Deborah Eble

CFCM, Procurement Analyst

GSA Office of Small and Disadvantaged Business Utilization

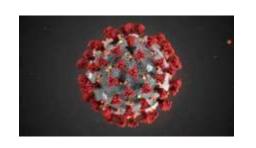


Office of Small and Disadvantaged Business Utilization

How you can help small businesses (and the US Economy)

Deborah Eble, GSA Subcontracting Program Manager

Impact on US economy



- ► COVID-19
 - Support SB in your everyday job!
- **▶** White House Priorities
 - Small Business
 - Equity
- Congressional/GAO interest
- GSA Leadership commitment

What's in your contract?

FAR clauses you need to know:

- FAR 52.219-8, Utilization of small business concerns
- ► FAR 52.219-9, Small business subcontracting plan:
 - Cradle to grave
 - Requirements before, upon, after award
 - Reports

What is the statutory requirement?

FAR clause 52.219-8 (in your MAS Contract):

"(b) It is the policy of the United States that small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, HUBZone small business concerns, small disadvantaged business concerns, and women-owned small business concerns shall have the maximum practicable opportunity to participate in performing contracts let by any Federal agency, including contracts and subcontracts...".

FAR 52.219-8 (continued)

(c) The Contractor hereby agrees to carry out this policy in the awarding of subcontracts to the fullest extent consistent with efficient contract

performance.

Agency Small Business (SB) Goals

- COs and industry play an active role
- Results in government-wide achievement
- Negotiated each year with SBA for both prime contract awards and subcontracting
- ▶ Benefits customer agencies who issue orders against GSA contracts such as MAS
 - Prime awards
 - Subcontracting credit for agency-funded task orders

What is a subcontracting plan?

- Goals- dollars and percentages
- Describes what will be subcontracted for
- ▶ How the plan was developed and what will be done throughout the life of the plan?
- Who is responsible for administering the plan, including duties
- Required reports
- Assurances

What is a "good faith effort"?

- Basis for evaluating subcontracting plan performance
- ▶ Defined in SBA regulations 13 CFR 125.3(d)(3)
- Definition also includes "failure to make a good faith effort"
 - Material breach of contract (FAR clause 52.219-9)
 - May put company at risk for assessment of liquidated damages (FAR 52.219-16)

What does GSA/SBA look for in a subcontracting plan?

- Does the plan reflect "maximum practicable opportunities for SBs, SDBs, WOSBs, VOSBs, SDVOSBs and HUBZone SBs to participate?
 - Agency goals may be a minimum, not maximum
- ▶ Do the goals show a stretch over past achievement?
- Does the narrative of the plan support the goals?
- ▶ Does the plan "tell a good SB story"?

Common mistakes to avoid

- Not seeking new SBs, SDBs, WOSBs, VOSBs, SDVOSBs, HUBZone -- Keep market research fresh!
- eSRS reports Same bland excuse year after year with no results
- Failing to follow eSRS directions:
 - Must report "actual" dollars not estimates
 - "Current goal" not updated; "Cumulative" must build on last report

Plans = material part of the contract

- Required by FAR
- Incorporated in full text
- Administered as any other "material" part of the contract
- Subject to liquidated damages (FAR 52.219-16)

How is performance evaluated?

- Good faith effort- what is it?
 - Document good faith effort in eSRS reports
- ▶ Where is "good faith" defined?
 - 13 CFR 125.3(d)(3)
- ▶ What is failure to make a good faith effort?
 - Places company at risk for assessment of liquidated damages (FAR 52.219-16)

Resources to find SBs

- ▶ Did you do what FAR 52.219-9 requires?
- What about GSA's Model Subcontracting Plan?
- ▶ Is your Small Business Liaison Officer in sync with your purchasing department? Early & often!
- ► Your company website identifying subcontracting opportunities
- SBA Commercial Marketing Representative
- ▶ Minority Business Councils

Existing suppliers?

FAR 52.219-9(c)(2):

- (i) The Contractor may accept a subcontractor's written representations of its size and socioeconomic status as a small business, small disadvantaged business, veteran-owned small business, service-disabled veteran-owned small business, or a women-owned small business if the subcontractor represents that the size and socioeconomic status representations with its offer are current, accurate, and complete as of the date of the offer for the subcontract.
 - Exception is HUBZone SBs- must be certified by SBA
 - Means you can rely on the subcontractor's self certification
 - Are they small for the NAICS code for the subcontract
 - Do they meet the FAR definition for SDB, WOSB, VOSB,

Successful partnerships.....

- Ensures GSA meets its goals
- Ensures funding agencies meet their goals

MORE IMPORTANTLY

- Dollars into SB, SDB, WOSB, VOSB, SDVOSB and HUBZones
- ▶ Benefits "U.S." as taxpayers



Breakout Sessions

MAS Consolidation Hosted by Jeff Calhoun

Join the MAS Solicitation Management
Office for the latest on MAS
Consolidation and for this opportunity to
ask the experts anything!
STAY HERE

Data and Marketing Hosted by Kris Stein

Join the IWAC Business Development
Team for a look at the tools and sites
you can use for improved customer
and sales data analysis.
Click Join Link in Zoom Chat

Office Relocation and Reconfiguration

Hosted by Holly Caputo
SIN 541614OR Office Relocation
and Reconfiguration Contract Holders,
this open discussion is for you.
Click Join Link in Zoom Chat

<u>Contractor Teaming</u> <u>Arrangements (CTAs)</u> *Hosted by John Breen*

Join the IWAC Projects Team for a discussion about CTAs.

Stay in "MAS Consolidation" Room OR Click Join Link which will be chatted in other Round 1 Zoom Rooms

MAS Contract Administration Hosted by Matt Cohen

Join the IWAC MAS Team to discuss the tools and information you need to effectively manage your contract.

Stay in "Data & Marketing" Room OR Click Join Link which will be chatted in other Round 1 Zoom Rooms

Flooring Hosted by Zuleima Vaughan

Attention all MAS contract holders

under the Flooring sub-category, this open discussion is for you.

Stay in "Office Reloc/Reconf" Room

OR Click Join Link which will be chatted in other Round 1 Zoom Rooms