

Procurement Advisory No. 98 B

USDA Mandatory Source for Express and Ground Domestic Delivery Service in the Continental United States

1. SUMMARY

This advisory replaces Advisories 98 and 98(a). USDA transitioned its delivery and shipping services under the General Services Administration (GSA) Domestic Delivery Services (DDS2) Blanket Purchase Agreement (BPA), awarded to United Parcel Service (UPS). DDS2 is an Office of Management and Budget (OMB) initiative to facilitate cost savings for Federal Agencies by using a single vendor. The BPA covers 99.5% of the United States, Alaska, Hawaii, and Puerto Rico addresses.

2. BACKGROUND

In 2011, Procurement Advisories 98 and 98(a) announced that the USDA mandates the usage of GSA BPA Number GS-33F-BQV08 for Express and Ground Domestic Delivery Services (DDS2). The DDS2 program offers rates that are significantly discounted from GSA's Multiple Award Schedules. UPS accepts Government Purchase Cards and has the capacity to create accounts for electronic billing.

The following are exempt from USDA mandatory use of GSA DDS2 BPA. USDA recommends that agencies obtain an alternative service for these deliveries.

- Deliveries to or from locations in Alaska, Hawaii, Puerto Rico; and
- Shipments of HAZMAT materials not covered under the DDS2 BPA.

3. REFERENCES

- For pertinent information such as: the original letter sent to the Procurement Council informing USDA agencies of the transition to GSA DDS2 and frequently asked questions. Click on the following link: <http://www.dm.usda.gov/procurement/toolkit/orderingtools.htm>;
- For more information, please visit GSA's Domestic Delivery Services website at: <http://www.gsa.gov/portal/content/105105>.
- The GSA Multiple Award Schedules may be found at <http://www.gsa.gov/portal/content/197989>.
- Additional policies, training, and operating procedures regarding DDS2 will be posted to the website as they become available.

4. ACTIONS

The DDS2 program does not cover international or HAZMAT delivery services. USDA agencies must obtain their own alternative delivery service provider for international and HAZMAT delivery services. USDA recommends that contracting officers seek best value for alternative sources, including through GSA Multiple Award Schedules, for the categories below:

(1) HAZMAT Deliveries: Agencies should contact the UPS office to find out if the HAZMAT material they need to ship is covered under the DDS2 BPA. Please call **(800) 554-9964**. For HAZMAT deliveries not covered under the DDS2 BPA, agencies are exempt from mandatory use of the DDS2 BPA and must use an alternative delivery service.

(2) International Deliveries, including deliveries to Alaska, Hawaii and Puerto Rico: USDA agencies are exempt from mandatory use of the DDS2 BPA. USDA recommends that agencies obtain alternative sources for deliveries to or from these locations, including using the GSA Procurement Schedule.

TO OBTAIN AN UPS ACCOUNT OR PICK-UP SERVICES: Contact USDA's UPS representative Dennis Smoot, Enterprise Accounts, Government Sales, telephone number 443-829-8285 or email address dsmoot@ups.com.

COMPETITION REQUIREMENTS: No additional competition is required.

5. WAIVERS

USDA agencies can submit a waiver to the Office of Procurement and Property Management (OPPM) for approval to obtain another delivery service provider where there is a significant cost savings for using non-FSSI procurement methods. Waivers must provide substantial evidence of a cost benefit.

Procurement Advisories are issued by the Procurement Policy Division of the Office of Procurement and Property Management, Departmental Management, USDA, Dorothy Lilly, Chief, and posted on the USDA World Wide Web at the following URL: <http://www.dm.usda.gov/procurement/policy/advisories.html>.

If you have questions regarding this advisory, please contact Genevieve Lucas via email at genevieve.lucas@dm.usda.gov or send an email message the OPPM Procurement Policy Division at procurement.policy@dm.usda.gov.

EXPIRATION DATE: Effective upon issue date until canceled. [END]