

The Office of Acquisition and Logistics Management Newsletter – May/June 2015

NBS/PRISM to Add Button to Administratively Closeout Digital NBS/PRISM Record

The proper administration of contract awards, including closeout, and the subsequent closeout of the *digital* NBS/Prism record is very important. Consequently, we want to ensure that NIH is continually improving in this important area.

Therefore, on or about June 3, 2015, when the NBS comes back up from the R12 upgrade, all PRISM record owners, buyers and contracting officers (approvers) will be provided with access to a “Closeout” button in NBS/Prism. Access to the closeout button will allow award file owners, buyers and contracting officers, to administratively close the *digital* NBS/Prism record after proper administrative closeout procedures ([FAR 4.804](#)) of the official contract file have been completed, including documenting the official contract file with a properly executed receiving report ([FAR 32.905 \(c\)](#)) and evidence of final payment.

Additional information will be forthcoming in future OALM Communications, OALM Newsletters, and other venues regarding the process for closing out awards issued under Simplified Acquisition Procedures (SAP) and the Simplified Acquisition Threshold (SAT). Also, training will be made available for Simplified Acquisition staff in the Offices of Acquisition and staff in the Delegated Offices of Acquisition on how to properly closeout an award under the SAP/SAT including use of the new closeout button. If you have questions about the new “Closeout” button in NBS/PRISM please contact the CDMP help desk at cdmphelpdesk@mail.nih.gov.

NIH Awards New Government-wide IT Contract

The National Institutes of Health Information Technology Acquisition and Assessment Center ([NITAAC](#)) announced the award of its newest government-wide acquisition contract (GWAC) for information technology: [Chief Information Officers – Commodities and Solutions \(CIO-CS\)](#). This new contract covers 10 years with potential funds totaling \$20 billion to provide the entire federal government with IT solutions.

This GWAC offers IT commodity-enabling and shared solutions both on-site and in the cloud. This includes services such as deployment and installation, maintenance and training, engineering studies, enterprise licenses and extended warranties, everything-as-a-service, mobility, collaboration, web and video-conferencing, cyber security, big data, virtualization and health and biomedical IT.

Of the 65 companies awarded a CIO-CS contract, 44 are small businesses across multiple socioeconomic categories. There are eight [HUBZones](#), 14 [women-owned](#), six [8\(a\)](#), seven [economically disadvantaged women-owned small businesses](#) and six [service-disabled veteran-owned small businesses](#). All awardees went through a competitive source selection process to ensure the most technically capable and competitively priced solutions will be available over the next 10 years.

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CIO-CS follows the awards of the [CIO-SP3](#) and [CIO-SP3 Small Business](#). “Our vision was to create a strong suite of contracts which meet the IT needs of not only NIH but the entire federal landscape,” said Diane J. Frasier, director, Office of Acquisition and Logistics Management and head of the Contracting Activity at NIH.

“With its emphasis on cloud and managed services, we expect CIO-CS to appeal to a broad base of customers throughout the government tasked with implementing IT solutions,” added Brian Goodger, associate director of the NIH Office of Acquisitions and Logistics Management.

“We will continue to build strong relationships with our customers through superior customer service and quality contracting. This contract introduces a new, highly select community now poised to serve the federal government's emerging, next generation information technology needs within a culture that embraces uncompromising quality and bold innovation,” said Robert Coen, NITAAC program director.

The 65 winners selected for this highly sought-after award can be found on the [NITAAC website](#).

Should you have any questions about NITAAC, please contact NITAAC Support toll free at 1-888-773-6542 or via email at NITAACsupport@nih.gov.

NEWS FROM THE NIH SUPPLY CENTER

From the Chief, Mr. Gary Marquez

NIH-Supply Center (SC) stands ready and committed to support the NIH community and is continually improving our business model. The dedication of our staff to support the extraordinary mission of NIH to enhance health, lengthen life, and reduce illness and disability continues to astonish me. As I reflect back on the last quarter alone I see many major accomplishments that you have voiced your thankfulness for. And lastly, our marketing campaign and subsequent customer surveys have revealed to us what ICs, labs, and clinics to focus on and provide better supply support, better delivery of products and better customer service because at the end of the day that what really matters - you the customer.

POTS transition

As today's market and business processes continually change it is important that we change with it. To assist our NIH community in achieving its world known success the Supply Center continues to look for better ways to serve you. One of those changes is we are working hard at adding yet another more efficient way for your to order supplies. Currently, we are working with the POTS team in having our product catalog uploaded into POTS. Eventually you will be able to order directly from the SC through POTS utilizing your CAN card. This will allow you with a quicker way of seeing what items are on hand to support your requirements and bringing in quality products you request. This will also allow the SC visibility of what you are buying so that we can ensure we are

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carrying the right products. We continue to coordinate with our vendors in working through today's ever-changing and unpredictable product changes to bring in quality products.

Improved Services

The NIH Supply Center continues to look at ways to improve our customer service. As we transition into the 3rd Quarter, we remain focused on providing value to the NIH community. We will continue to offer free on and off campus deliveries to the NIH community, as well as free storage space at the GDC for bulk purchases customer make through either the Self Service Stores or the GDC for which you may not enough space in your areas. We will continue to seek the best prices from our supply sources so we can pass that on to you. We are here to serve and support the NIH community and look forward to your next visit to either of our stores, our on line web page or receiving your order through NBS.

Images in NBS

With every update, the NBS grows and develops. The technical content of NBS products is constantly maintained and regularly updated by the SC and NBS team of in-house technical experts. Updates are included as part of an NBS subscription and it is important that we install changes to ensure you are working with the latest NBS content, maximizing the value you receive from your NBS catalog. The Supply Center has made great strides in upgrading and adding in missing images to the NBS system. We are proud to announce that we have been submitted a total of 766 new images.

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NBS Image File Uploading Status

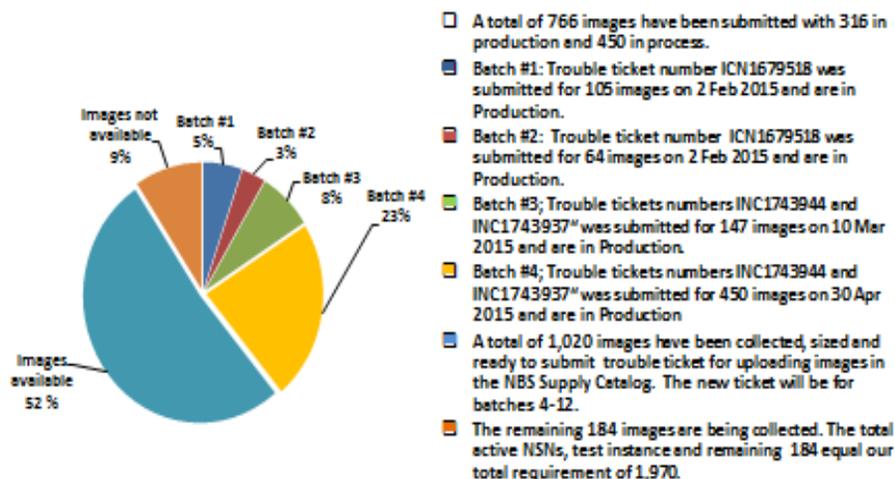


Figure 1 - NBS Image File Uploading Status

Changes in WEB site / Online catalog

Our customers have voiced concerns about needed changes to our WEB site. We now have an IT contactor and she has been working very hard at making those corrections to make your shopping experience more pleasurable. Below is a snapshot of just one of many examples we have upgraded. Some of the immediate changes you will see is the navigation panel, calendar realignment, footer alignment, about NIH SC has been added, displaying current and other information, adding updated images to our online catalog and much more. We welcome your feedback of these changes and any other recommendations you may have. After all we are here for you our customer.

Store Makeover

In an age of self-service stores, saturated markets, and ever more demanding customers, the creative and science-driven design of the point of sale has become a crucial success factor for both retailers and service businesses. In this article, you will be introduced to yet another SC change. We have listened closely at what our voice of the customer has been saying, studying hard in order to learn and understand shopping behavior and how to optimize the design of retail stores and service environments to increase customer satisfaction and sales. While the focus is on the practical applicability of these concepts, the SC is also firmly grounded in consumer and psychological research. Many changes have been rolling out of the SC. And if you haven't seen the

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latest face lift store 10 has undergone we suggest you come down and take a look. We strive on a daily basis to make your shopping experience a positive one.



Figure 2 - New look for the Supply Center

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Training Information

Acquisition Training at NIH

Acquisition Training Classes that are offered by the NIH Training Center can be accessed at the following link: [Acquisition Management Training](#).

Federal Acquisition Certification Coursework

CON courses and other Federal Acquisition Certification required courses can be found at the [NIH Training Center](#), [Federal Acquisition Institute](#), and [Defense Acquisition University](#).

[Section 508 Accessibility Training](#)

[Green Purchasing Training](#)

As a reminder, per HHS policy, all contracting officers, contract specialists, purchase cardholders, card approving officials, CORs and acquisition staff in job series 1102, 1105, and 1106 are required to take the Green Purchasing training every two calendar years. The training includes online training modules for your convenience.

Questions regarding Green Purchasing Training should be sent to:

GreenPurchasing@mail.nih.gov.

NIH Blanket Purchase Agreement (BPA) Lists Available Online

Lists of all NIH Blanket Purchase Agreements (BPAs) can be found at the NIH Blanket Purchase Agreement [webpage](#).

This location contains Two BPA Lists:

1. Complete vendor alphabetical list;
2. Vendor list sorted by commodity; and

If you have any questions or need further clarification, please contact the BPA helpline at 301-496-5212 or [email](#).

We Would Like to Thank All Those Who Contributed to This Issue and to Future Editions of the OALM Newsletter.

The OALM Newsletter will be published six (6) times in calendar year 2015. We encourage staff to submit articles that would be of interest to our readers. We will do our best to include such articles in future editions of the OALM Newsletter.

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If you have any questions or comments regarding the information, policy and/or procedures published in this issue, you may contact Barry Solomon at the e-mail address above. For future issues please contact the Simplified Acquisitions Helpline on 301-496-0400 or via e-mail at SimplifiedAcquisitionHelp@od.nih.gov and you will be referred to the appropriate editor.