



**TITLE: ABILITYONE PROGRAM CONTRACTING AND PROCUREMENT LIST
POLICY**

1. PURPOSE.

This document describes the policy framework for contracting actions and operational processes related to the addition, deletion, and/or maintenance of products and services on the AbilityOne[®] Program Procurement List.

2. APPLICABILITY.

Provisions of this policy apply to the U.S. AbilityOne Commission (Commission), Central Nonprofit Agencies (CNA), and Nonprofit Agencies (NPA), as well as the legislative, judicial, and executive branches of the Federal government and non-appropriated fund instrumentalities under the jurisdiction of the Armed Forces.

3. AUTHORITY.

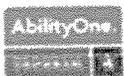
- (a) 41 U.S.C. §§ 8501 – 8506, Javits-Wagner-O’Day (JWOD) Act
- (b) 41 CFR 51, Committee for Purchase From People Who Are Blind or Severely Disabled
- (c) Federal Acquisition Regulation (FAR) Subpart 8.7, Acquisition from Nonprofit Agencies Employing People Who Are Blind or Severely Disabled

4. DEFINITIONS AND ACRONYMS.

Definitions, abbreviations, and acronyms frequently used throughout the Commission’s policy system are provided in Policy 51.102, Definitions. Terms unique to a specific subject matter are defined in the associated policy and/or procedure.

5. RESPONSIBILITIES.

- (a) The U.S. AbilityOne Commission administers the AbilityOne Program, maintaining an official Procurement List of items suitable for provision by participating NPAs employing people who are blind or who have significant disabilities. Primarily, the Commission:
 - i. Implements the mandatory source provisions of the JWOD Act and FAR 8.7, Acquisition from Nonprofit Agencies Employing People Who Are Blind or Severely Disabled.
 - ii. Determines the suitability of products and services proposed for addition to the Procurement List (PL), and set the Fair Market Price (FMP) for such items.
 - iii. Establishes guidance and business rules for the maintenance and performance of PL-associated requirements.
 - iv. Investigates alleged violations of the JWOD by entities of the Federal Government.



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- (b) CNAs coordinate with their associated NPAs and Federal agencies to facilitate the proposed addition of items to the PL, as well as maintenance of those items over time, to include deletion when appropriate.
- (c) NPAs provide their respective CNAs with timely information to support the proposed addition, maintenance, and deletion of items from the PL, and ensure the timely delivery of quality products and services that are on the PL.
- (d) Federal agencies consider the AbilityOne Program when developing acquisition strategies, and purchase products and services on the PL that meet their requirements in the timeframe needed.

6. POLICY.

- (a) Nonprofit agencies designated by the Commission are mandatory sources of supply for products and services on the Procurement List. Federal agencies must purchase PL products from sources authorized by the Commission, including Government and commercial distributors.
- (b) The Commission determines the suitability and scope of requirements for products and services considered for addition to the PL, considering information and documentation furnished by the NPA, the CNA, and the Contracting Activity.
- (c) The Commission shall determine and oversee implementation of procedures related to commercial items that are equivalent (essentially the same) to products on the PL.
- (d) The Commission sets the FMP, as well as the method for price changes, for all products and services on the Procurement List (see U.S. AbilityOne Commission Policy 51.600).
- (e) The Commission maintains the products and services on the PL through the inclusion of additional National Stock Numbers (NSNs) or service locations, as appropriate.
- (f) Products and services furnished by NPAs shall be in accordance with Government specifications and quality standards. Where no Government specifications and standards exist, the products and services shall meet or exceed commercial quality standards.
- (g) The Commission and/or its designated CNA may grant purchase exceptions to use of the mandatory sources (authorized/designated NPA) for Procurement List items under appropriate circumstances (see U.S. AbilityOne Commission Policy 51.530).
- (h) Federal agencies are encouraged to identify products and services that may be suitable for provision by NPAs participating in the AbilityOne Program, and shall provide acquisition information when requested to support the Commission's suitability determination.

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7. EXCEPTION TO POLICY.

None

8. PROCEDURES.

N/A

9. SUPERSESSION.

None



APPROVED: *E. Ballard* **Date:** 1/18/2013
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The Committee for Purchase From People Who Are Blind or Severely Disabled operates as the U.S. AbilityOne Commission