

PROCUREMENT ADVISORY No. 108

Biobased Products Reporting Requirement Tool and Extension

1. SUMMARY

This advisory provides an interim reporting tool and extends the biobased reporting period contained in paragraph (c)(2) of the clause at FAR 52.223-2 through December 31, 2012.

2. BACKGROUND

The development of a long term biobased reporting solution is currently underway. However, it was not yet available for current fiscal year reporting. Therefore, following discussions with the Office of Federal Procurement Policy (OFPP), USDA volunteered to develop a web-based temporary reporting tool whereby federal contractors may report their purchases of biobased products that have been designated for preferred federal procurement. The site also contains frequently asked questions and step-by-step instructions on how to complete the template and submit it.

The Civilian Agency Acquisition Council (CAAC) Letter 2013-01, issued by the GSA Office of Governmentwide Policy, has encouraged agencies to issue a class deviation, in accordance with FAR 1.404, to extend the reporting deadline contained in paragraph (c)(2) of the clause at FAR 52.223-2 to December 31, 2012.

3. REFERENCES

- a. OPPM Memorandum entitled *Biobased Products Report – Due December 31, 2012*.
- b. CAAC Letter 2013-01, *Class Deviation from the Federal Acquisition Regulation (FAR) extending the Biobased Product Reporting Requirement*.
- c. FAR 52.223-2, clause entitled *Affirmative Procurement of Biobased Products Under Service And Construction Contracts*.

4. ACTIONS

Where applicable, contracting officers should inform contractors of the temporary reporting tool and that the biobased reporting period contained in paragraph (c)(2) of the clause at FAR 52.223-2 has been extended to December 31, 2012.

Contracting officers should inform contractors that the reporting tool is available at <http://www.biopreferred.gov/FARReporting/FARReporting.xhtml>. The site also contains frequently asked questions and step-by-step instructions on how to complete the template and submit it. Video training on use of the reporting tool is scheduled to be available by December 12 at <http://www.biopreferred.gov>.

Advisories are posted on the USDA World Wide Web site at the following URL:

<http://www.dm.usda.gov/procurement/policy/advisories.html>. If you have questions or comments regarding this advisory, please contact Donna Calacone by telephone at (202) 205-4036 or email at Donna.Calacone@dm.usda.gov or send an email message to procurement.policy@dm.usda.gov.

EXPIRATION DATE: Effective upon issue date until canceled.