



U.S. Department  
of Veterans Affairs

**Office of Acquisition and Logistics**  
National Acquisition Center  
P.O. Box 76  
Hines, IL 60141

In Reply Refer To: 003A4B

September 5, 2017

Dear FSS Contractor,

Effective June 1, 2017, the VA National Acquisition Center Federal Supply Schedule (FSS) Service resumed exercising full option periods for contracts awarded under Schedule 6211 "Professional and Allied Healthcare Staffing Services".

What does this mean for your current contract? As you may know, we award FSS contracts for an initial 5 year base performance period. Pursuant to the Option to Extend clause (AS 1508) of the contract, the Government has the authority to extend the contract for an additional 5 years. For several years we have been extending Schedule 6211 contracts incrementally, one year at a time, until we reached the maximum performance period of 10 years. As of June 1, 2017, we have ceased this practice. Your contracting officer now has the authority to consider extending your contract for the full 5 year option period. Please be aware prior to exercising the option, the CO must determine the extension is in the best interest of the government, the contract holder is in good standing and is compliant with all contract terms/conditions which includes the <https://www.va.gov/oal/business/fss/contractors.asp#001>.

Any contractor who timely submitted an extension proposal currently under review by our office will have the opportunity to modify their proposal appropriately. Please inform your assigned contract specialist (CS) of the need to update the extension offer within 10 days from receipt of this communication. If you are unsure who your CS is please access the NAC Contract Catalog Search Tool (CCST) at [www.va.gov/nac](http://www.va.gov/nac). CCST is an online searchable database and your CS' name will be listed. If we have already extended your contract under the Option to Extend clause prior to June 1, 2017, the one-year extension will stand until the next option period, usually 60 days from the end of the performance period. Please review the executed modification (SF30), block 14, to see when your contract is scheduled to expire. You will need to submit a new extension proposal at least 60 days prior to the expiration date noted.

We believe this improvement to the schedule will benefit our federal customers by allowing them to better manage their requirements through long term planning. And, the change should mitigate the instances where FSS contract performance period does not align with the ordering activity's blanket purchase agreements timeframe.

We appreciate your continued support of the FSS program. Please contact your contract specialist if you have any questions.

Very respectfully,

W. R. Satterfield, III  
Acting Director  
Federal Supply Schedule Service