

For: FSA State Offices, KC Complex, St. Louis Complex, and APFO

Travel Management Center (TMC) Nationwide Contract Postponed

Approved by: Deputy Administrator, Management



1 Overview

A Background

The USDA Office of the Chief Financial Officer (OCFO) has determined that the Department will postpone USDA's movement to a nationwide TMC contract for travel services because of eTravel activities.

For additional information about eTravel, see Notice FI-2601 or visit <http://egov.gsa.gov> and click on "eTravel News".

B Purpose

This notice provides guidance for FSA Field Offices on renewal of current TMC contracts.

C Information Disposal Date

The information in this notice will:

- be included on FMD Travel website at <http://dc.ffasintranet.usda.gov/fmd/default.htm>
- remain effective until removed from FMD Travel website.

<p>Disposal Date</p> <p>December 1, 2004</p>	<p>Distribution</p> <p>All FSA State Offices, KC Complex, St. Louis Complex, and APFO</p>
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Notice FI-2603

2 Action

A Instructions

Present TMC contracts, purchase orders, or other agreements for travel services task orders may be renewed through September 30, 2004. However, all TMC contracts must include new additional termination clause information as stated in Exhibit 1.

B Renewals

Do **not** renew or establish any new TMC contracts, purchase orders, or other agreements for travel services without first contacting Scott Cook, MSD, Acquisition Management Branch, Policy and Oversight Section at 202-720-7349, for guidance in maintaining travel services contracts.

C Labor-Management

Where exclusive representation exists, bargaining may be requested to the extent allowed by applicable statutes. Where contract language already addresses these policies and procedures for bargaining unit employees, contract language prevails.

D Contact

If there are questions about this notice, contact the appropriate office according to the following table.

Office	Contact
State Offices	DAFO at 202-690-2807
KC Complex and St. Louis Complex	Wendy Collins, KCFO, Accounting System and Planning Staff at 816-926-3266
APFO	FMD, Accounting and Travel Policy Section at 703-305-1408

Termination Clause Information

The subject clause in the master contract is:

I-21 Termination of Task Order

Any ordering office may, in respect to any one or more Task Orders placed by it under the contract, exercise the same right of termination as described in FAR clause 52-212-4, Termination for the Government's convenience or Termination for Cause.

52.212-4(l) states:

(l) Termination for the Government's convenience. The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

SF30, Block 14

NOTE: THE GOVERNMENT RESERVES THE RIGHT, WITH 30 DAY'S NOTICE, TO SWITCH TO THE USDA NATIONWIDE CONTRACT AT NO ADDITIONAL COST TO THE GOVERNMENT.