



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH, DEVELOPMENT AND ACQUISITION
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

MEMORANDUM FOR THE DEPUTY COMMANDANT OF THE MARINE CORP FOR
INSTALLATIONS AND LOGISTICS (LB)

Subj: WAIVER REQUEST; DEPARTMENT OF THE NAVY ACQUISITION POLICY
ON OFFICE SUPPLIES

Ref: (a) Assistant Deputy Commandant Installation and Logistics
memo of August 13, 2007

In response to reference (a), a waiver is not required as the
Servmart and Stores currently exist and only management
responsibilities are being shifted, based upon your Memorandum
of Agreement, to the General Services Administration.

My point of contact is Mr. Ronald G. Ostrom (703) 693-4073,
fax (703) 614-4713, email (ronald.ostrom@navy.mil).

A handwritten signature in black ink, appearing to read "Bruce A. Sharp".

Bruce Sharp
Director, Program Analysis and Business
Transformation
Deputy Assistant Secretary of the Navy
(Acquisition & Logistics Management)





DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
2 NAVY ANNEX
WASHINGTON, DC 20380-1775

IN REPLY REFER TO:
4400
LPC

AUG 13 2007

MEMORANDUM FOR DEPUTY ASSISTANT SECRETARY OF THE NAVY (ACQUISITION)

Subj: WAIVER REQUEST; DEPARTMENT OF THE NAVY ACQUISITION POLICY ON
OFFICE SUPPLIES

Ref: (a) ASN(RDA) memo dtd 12 Apr 06

Encl: (1) CMC ltr 4100 LR dtd 20 Jun 07
(2) Commissioner, FAS, GSA ltr dtd 22 Jun 07

1. In accordance with reference (a), request a waiver to the policy limiting the purchase of office supplies to installation supply stores/SERVMARTS and various contracting vehicles available on DoD EMALL. This waiver is necessary for the Marine Corps to maximize the benefit of its strategic partnership with the General Services Administration (GSA) Federal Acquisition Service, enclosures (1) and (2).
2. In this partnership the GSA will manage 11 installation SERVMART stores and a virtual SERVMART to support Marine Corps requirements for routine supplies (i.e. - office and janitorial supplies, etc.) throughout the Marine Corps. The data associated with purchases made within this supply chain will be captured by the enterprise manager and enable strategic sourcing to bring the best value to the Marine Corps.
3. The Marine Corps will utilize GSA's supply management acumen, information systems, order management, procurement, inventory management and distribution to create an integrated supply chain capable of maximizing the use of vendor-managed inventory and volume discounts. Furthermore, the GSA will assist the Marine Corps in continuing its outstanding support of DoD socio-economic goals by supporting small businesses and AbilityOne products and services.
4. My point of contact for this effort is Lieutenant Colonel Bruce E. Nickle, e-mail bruce.nickle@usmc.mil.

CARLA LUCCHINO
Assistant Deputy Commandant
Installations and Logistics

CCOPY



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
2 NAVY ANNEX
WASHINGTON, DC 20380-1775

IN REPLY REFER TO:
4100

LR

JUN 20 2007

From: Commandant of the Marine Corps
To: Commissioner, Federal Acquisition Service, U.S. General Services Administration

Subj: LETTER OF INTENT TO TRANSFER SUPPORTING ESTABLISHMENT
GARRISON SUPPLY PRODUCTS AND SERVICES TO THE GENERAL
SERVICES ADMINISTRATION

Ref: (a) MARADMIN DTG 090939Z APR 07, MARINE CORPS GARRISON SUPPLY
WAY AHEAD
(b) Federal Acquisition Regulation Subpart 8,002
(c) DODD 4140.1, DoD Supply Chain Material Management Policy
(d) OMB Circular A-76 of 29 May 2003

1. This is to inform you of the Marine Corps' intent to pursue a strategic relationship with the General Services Administration (GSA) to provide enterprise-wide management for the Marine Corps' Garrison Supply System (GSS) across the supporting establishment.
2. Reference (a) announced the decision to migrate GSS from base-level management to Marine Corps enterprise-level management. This decision is consistent with the current Marine Corps direction of freeing up assets needed for more direct support of our operating forces, as well as other programs such as regionalization and logistics modernization.
3. Reference (a) also identifies the need for a Supply Chain Manager (SCM), i.e., 4th Party Logistics Provider (4PL), which will manage enterprise-level GSS and be responsible for its performance to the Marine Corps. This letter identifies GSA as the intended SCM for the supporting establishment GSS. This relationship will be formalized once a Memorandum of Agreement (MOA) is signed between GSA and the Marine Corps.
4. Using GSA as the SCM offers the Marine Corps key advantages. It offers the Marine Corps the opportunity to leverage GSA's considerable federal government buying power, which is intended to reduce prices for products and services. It facilitates migrating GSS to an enterprise-level since GSA already manages inventory at four of the eleven Marine Corps garrison supply stores, including our second largest store at Camp Lejeune. It will assist the Marine Corps to continue its outstanding support of Defense Department socio-economic goals since GSA already offers AbilityOne products and services. This approach will permit the Marine Corps to divest itself of the responsibility for managing predominantly commercial/non-military items, as envisioned by references (b), (c) and (d).
5. Reference (a) also tasked Marine Corps personnel with forming working groups to implement enterprise-level GSS, which includes developing a MOA. Our intent is to work closely with GSA to develop and sign a MOA by September 30, 2007. This MOA will clearly articulate our GSS requirements by addressing key areas such as products and services needed; process integration, information technology, and financial requirements; a fair pricing structure; and performance expectations.

Subj: LETTER OF INTENT TO TRANSFER SUPPORTING ESTABLISHMENT
GARRISON SUPPLY PRODUCTS AND SERVICES TO THE GENERAL
SERVICES ADMINISTRATION

6. Based on this letter of intent, we ask that you acknowledge your interest in pursuing this relationship and commit the necessary resources to work with us to develop the MOA. We ask that you also begin taking the necessary actions to position GSA to assume the responsibility for GSS operations.

7. My point of contact for this effort is Mr. Jim Lettinhand, (703) 695-8934.



R. S. KRAMLICH
Deputy Commandant
Installations and Logistics



GSA Federal Acquisition Service

June 22, 2007

Lieutenant General Richard S. Kramlich
Deputy Commandant, Installations and Logistics
Department of the Navy
Headquarters, United States Marine Corps
2 Navy Annex
Washington, DC 20380-1775

Dear General Kramlich:

This is to acknowledge receipt of your Letter of Intent of June 20, 2007, to pursue a strategic relationship with the U.S. General Services Administration (GSA) to provide enterprisewide management of the Marine Corps' Garrison Supply System. GSA is firmly committed to providing the necessary resources to successfully implement this project, and we will work closely with you and your staff to develop the Memorandum of Agreement.

This is the beginning of a new partnership between GSA and the Marine Corps that I am certain will prosper and grow stronger through our continued collaboration. We at GSA are excited and honored to be chosen as your strategic partner. Together, we will succeed.

Please call me at (703) 605-5400 if you have any questions. You may also contact Mr. Joseph Jeu, Assistant Commissioner for General Supplies and Services, at (703) 605-5515 for additional information.

Sincerely,

A handwritten signature in cursive script that reads "James A. Williams".

James A. Williams
Commissioner

U.S. General Services Administration
2200 Crystal Drive
Arlington, VA 20406-0003
www.gsa.gov



THE ASSISTANT SECRETARY OF THE NAVY
Research Development and Acquisition
1000 Navy Pentagon
Washington DC 20350-1000

APR 12 2006

MEMORANDUM FOR DISTRIBUTION

Subj: DEPARTMENT OF THE NAVY ACQUISITION POLICY ON OFFICE
SUPPLIES

1. The Department of Navy is engaged in reducing the costs of acquiring commonly purchased supplies by the application of strategic sourcing. A Department of the Navy commodity council was established to apply strategic sourcing processes to the \$100 million in annual DON spend for office supplies and was tasked to develop an acquisition strategy with three primary objectives:

- a. Generate immediate savings
- b. Facilitate the collection of spend data
- c. Achieve socio-economic goals

2. Effective 1 May 2006, all Department of the Navy purchases of office supplies by appropriated fund activities will be limited to the various contracting vehicles available on the DoD EMALL or from existing base supply stores/ServMarts. A Base supply store/ServMart is an on-installation retail store operation selling a wide range of office, janitorial supply, and other products, including Javits-Wagner-O'Day (JWOD) items, to primarily meet the same-day shopping needs of its Government customers. Existing Base Supply Stores supporting Navy customers at various locations around the world include stores operated by NIB/NISH/JWOD organizations, NEXCOM, or GSA, as well as the FISC San Diego Virtual Office Supply Contract. Deployed units are exempt from this policy.

3. The DOD EMALL can be accessed through www.emall.dla.mil.

4. Authority to approve exceptions and waivers to this policy is delegated to DASN(ACQ), or his/her designee.

5. Further information about this policy may be obtained from the Naval Supply Systems Command (NAVSUP), the Department of Navy Strategic Sourcing Executive Agent. The NAVSUP point of contact is Mr. Jamey Halke, email Jamey.Halke@navy.mil.

Delores M. Etter

Delores M. Etter

Ref(Ca)

Subj: DEPARTMENT OF THE NAVY (DON) ACQUISITION POLICY ON OFFICE
SUPPLIES

Distribution:

AAUSN

NAVAIRSYSCOM (2.0)

SPAWARSYSCOM (02)

NAVFACENGCOM (11)

NAVSEASYSYSCOM (02)

NAVSUPSYSCOM (02, 03 eBusiness)

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HQMC (DC, I&L)

ONR (02)

MSC (N10)

MARCORSYSCOM (02)

NAVICP (02)

ALL PURCHASE CARD APCs

**GSA Federal Acquisition Service**

June 22, 2007

Lieutenant General Richard S. Kramlich
Deputy Commandant, Installations and Logistics
Department of the Navy
Headquarters, United States Marine Corps
2 Navy Annex
Washington, DC 20380-1775

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Sincerely,

A handwritten signature in cursive script that reads "James A. Williams".

James A. Williams
Commissioner

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Arlington, VA 20406-0003
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ENCL (2)