



# THE AFMLL

## The Air Force Medical Logistics Letter

*Delivering Customer Focused Global Integrated Logistics*



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Air Force Medical Logistics Office  
Fort Detrick, Maryland 21702-5006  
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## MEDICAL MATERIEL

### Medical Logistics Workshops - FY 98

Confirmed dates and locations for the 1998 Medical Logistics workshops are as follows:

**Region One** 9 - 13 Feb 98

Nellis AFB, NV

POC: Capt Alfonso Noyola /

SMSgt Dennis Congos

DSN 348-2926

All bases located in states west of the Mississippi River

**Region Two** 6 - 10 April 98

Wright Patterson AFB, OH

POC: Maj John Patello / SMSgt Howard Dildy

DSN 787-1646

All bases located in states east of the Mississippi River

**USAFE** 27 April 98 - 1 May 98

Location to be determined.

Workshop dates are Monday through Friday

POC: Maj Paul Martin / SMSgt Doug Wright

Commercial 011-49-6371-47-9677

DSN 314-480-6977/6978

**WRM Workshop** 22-26 Jun 98

Brooks AFB, TX

POC: CMSgt Roland Harvey

DSN 240-3949

Attendees: MAJCOMs and all bases with WRM assemblages only; 4A1s, 4A2s, Medical Materiel officers and Clinical engineers

Personnel assigned to the host workshop region and CONUS medical centers have priority for attendance. Personnel desiring to attend from outside their region are welcome to attend. All attendees should contact the points of contact listed as early as possible, to make reservations. All workshops are held at locations within the government per diem rates. With the exception of USAFE, workshops begin on Tuesday and end on Thursday. The 4A1 target audience is SrA-TSgt. The 4A2 target audience is SrA-MSgt and Clinical Engineers, but everyone is welcome to attend. Military uniform is any combination of the blue uniform. To present a briefing at a workshop, contact the respective Career Field Manager. We welcome and solicit base input. Remember, these are your workshops!

A brief synopsis of the workshop agenda follows. Due to time constraints and limited staff, selected topics will be covered at each workshop.

## **Medical Materiel Topics**

### Acquisition Management

Four-hour block encompasses all aspects of requisitioning medical supplies through various sources, i.e., Defense Personnel Support Center (DPSC), Decentralized Blanket Purchase Agreements (DBPAs), Prime Vendor (PV), and contracting. We hope to have representatives available from DPSC, AFMLO, PV contact, and local contracting. Reports in the acquisition process will be explained, reviewed, and demonstrated.

### Reports Management

The AFMLO staff and SSG will present financial reports used in the management of the stock record account.

### Inventory Management

The AFMLO staff and “field” experts will discuss AFMEDS, Stock Status Report use and management, inventory control policy and procedures, and other tools and methods used for inventory management.

### War Reserve Materiel (WRM) Management

AFMLO staff will discuss various aspects of WRM management, emphasizing reports and their use. This three-hour workshop will include topics on the WRM Stock Status Report, Quality Assurance (QA) record management, WRM level computation, Table of Allowance (TA) changes, Status of Resources, ATH reconfiguration, expansion program, BW/CW distribution, and Training Systems (SORTS) reporting procedures.

### Prime/Prime II

This two-hour briefing provided by AFMLO will cover PV II and the product price comparison tool.

### Medical Equipment Management Office (MEMO)

This workshop will provide a review of the technical, day-to-day issues, i.e., building and maintaining custodian account folders, use and disposition of equipment documents and listings, including reports to major commands (MAJCOMs), explanation of financial documents, and the funding process.

### Forward Logistics

One-hour workshop discussing different techniques and methods of employing Forward Logistics, leading into a review of what is happening to make Forward Ownership a reality. AFMSA/SGSL staff will lead this workshop.

### SSG Update

A functional analyst from SSG will present the latest information on Medical Logistics System (MEDLOG) changes, discuss trends noted from field calls, present new release information, leveling techniques for MEDLOG and host a question and answer period.



### Process Identification Improvement

One-to-two hour session to develop and improve process flow charts for use in AFMAN 23-110, Volume 5, and benchmarking efforts.

### Current Issues

An open discussion led by AFMSA and AFMLO on current issues and policy decisions, and “forecasts” for the future of medical logistics.

### CFM Time

One-hour brief for the CFM to give current Air Force Specialty Code (AFSC) specific and related information to 4A1X1s.

### Idea Generation Session (All Attendees)

This exercise is intended to generate thoughts, ideas, and discussions among the workshop attendees. Of all the different sessions held during previous workshops, this session has proven extremely well received. As a group with one facilitator, it tends to create an atmosphere of equality and togetherness among all disciplines dissolving barriers that sometimes exist between faculty, staff, and attendees.

### Question and Answer Session

Back by popular demand, this session provides time for informal discussion.

### **Medical Maintenance**

A brief synopsis of the maintenance workshop agenda is: Manpower Statistics, Seven-Level Update, Task Analysis, Career Field Education and

Training Plan, On-the-Job-Training (OJT) Management, Education and Training, Career Development Courses (CDCs), AFI 41-201, Workload Management, MEDLOG Management, X-ray Procurement, Contract Analysis, MEMO, and Constraints to Work.

If there are other topics you would like discussed, contact Chief Harvey at DSN 240-3949, or Chief Christian at DSN 343-4040. (HQ AFMSA/SGSL, CMSgt Harvey, DSN 240-3949)

### **Materiel Obligation Validation (MOV) Cycle 98-01**

MOV Cycle 98-01 begins on 20 January 1998 and is scheduled to end on 5 March 1998. If you have outstanding requisitions from any Defense Logistics Agency (DLA) that qualify for the MOV cycle (see AFMAN 23-110, Chapter 8, Attachment 6 for criteria), you should receive an MOV Cycle within 5 days of 20 January.

There have been many problems with the MOV Cycles in the past few years, most of them related to non-receipt of the images in MEDLOG.

Successfully processing a cycle results in a MOV Transaction List. The superintendent or materiel manager should review the list to determine the requirement for all items listed. This review is required because numerous old requisitions, mostly War Reserve Materiel (WRM), were canceled by the account without the knowledge of the superintendent or materiel manager. Canceled requisitions cannot be reinstated. Once the appropriate action is determined, responses are processed using the

The AFMLL is a specialized newsletter published by the Air Force Medical Logistics Office. The AFMLL is published every two weeks to provide timely medical materiel support data to Air Force medical activities worldwide. Our mission is to ensure all Air Force medical facilities receive the highest level of medical logistics support. In that regard, we solicit your articles for inclusion in the AFMLL to relay information for use by other activities. For additional information concerning this publication, call (301) 619-4158/DSN 343-4158 or write to the Air Force Medical Logistics Office, ATTN: FOA, Building 1423, Fort Detrick, Frederick, Maryland 21702-5006. Articles may be data faxed to (301) 619-2557 or DSN 343-2557.

The use of a name of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

Matters requiring AFMLO action after normal duty hours may be referred to the AFMLO Staff Duty Officer. The Staff Duty Officer may be reached at DSN 343-2400 or (301) 619-2400 between the hours of 1630 and 0700 weekdays, and anytime on weekends and holidays.

"AVD" transaction.

Even if you lose the MOV Transaction or confirm that MEDLOG received the cycle correctly with an "AP9" on the AUTODIN Transaction List Part II, you can still use the "AVD" transaction to screen print each document, or process on line.

If you do not receive an MOV cycle, contact the Logistics and Readiness Analysis Team at AFMLO and we will forward a copy of the cycle to you. You can then enter your responses using the "AIT" screen. (AFMLO/FOC-A, SSgt Glenn Blackshear, DSN 343-4050)

### **Termination for Convenience (T for C)**

Termination for Convenience of the government clause is one of the most unique provisions contained in government contracts. The clause gives the government the right to terminate a contract without cause and allows the contractor to recover costs incurred, profit on work accomplished, and the costs of preparing the termination settlement proposal.

The concept of termination for the convenience of the government was developed principally as a means to end massive procurement efforts which supported major wars. Its purpose was to develop settlement procedures, settlement authority, and address compensation due to the terminated contractor. Through the years, regulatory and statutory provisions have evolved into a mandatory clause used in government contracts today as required by Federal Acquisition Regulation (FAR) 49.502. As a result, the broad rights developed for war contracts have been applied to all types of government contracts in time of peace, as well as war.

Termination for convenience is most frequently used when there is no longer a requirement for the contract due to technical advancements, requirement changes, or the funds no longer exists. Termination for convenience should not be confused with the decision not to exercise a contract option.

A contract may not be terminated to secure a more favorable price from another source. Termination's for convenience do not result from any fault on the part of the contractor. The language in the Termination for Convenience clause, FAR 52.249.2 states the government may terminate performance of work under a contract in whole, or in part, if the Contracting Officer (CO) determines a termination is in the government's best interest. No guidance is contained in the regulations on what factors are to be considered in determining the "government's best interest", so determination is entirely the CO's. In the case of a partial termination, the clause calls for an equitable adjustment on the continued portion of the work, as well as a settlement for the terminated portions. Recovery of anticipated profits is not allowed. The CO is not permitted to exercise rights under the termination for convenience clause if such exercise demonstrates bad faith. A contract should never be awarded with the intent of terminating at a later date.

The termination occurs when the CO sends a written Notice of Termination to the contractor informing the contractor of their rights. The contractor is required to submit a proposal for the settlement within one year of the effective date of the termination notice. Once the proposal is received, the CO and the contractor negotiate the settlement. The requiring activity and/or Quality Assurance Evaluator (QAE) may be involved in the settlement process as technical advisors to the CO.

Communication of the need to terminate for convenience often comes from the requiring activity. In these days of shrinking budgets, outstanding contracts should be continuously reviewed to ensure the requirement for supplies, equipment or services involved still exists. If not, termination for convenience can be used to recapture those dollars and prevent needless expense to the medical treatment facility (MTF).

Contact the Administrative Contracting Officer of the contract in question for specific actions concerning contract termination's. (HQ AFMSA/SGSLC, Ms. Debbie Green, DSN 240-3944)

## **New Deoxyribonucleic Acid (DNA) Collection Instructions**

New DNA collection instructions are included at **Attachment 3**, pages **26-31**. Please ensure these instructions reach the responsible collection sites. Requests for DNA kits must be submitted to Charlotte Christian at AFMLO/FOM-P. You may fax requests to DSN 343-2958, or e-mail to *christc@ftdetrck-ccmail*. You should receive your kits within 4-6 weeks. Updating DEERS to reflect individuals tested could take as long as six months. If it has been six months since you submitted a DNA reference specimen and this information is not reflected in DEERS, contact Mr. Bob Gale, DNA Repository at DSN 295-4386. (AFMLO/FOM-P, Mrs. Charlotte Christian, DSN 240-4161)

## **Current Status of Decentralized Blanket Purchase Agreements (DBPAs)**

Pages **1** and **2** of **Attachment 3** are a list of pen and ink changes to the consolidated list provided in Attachment 3 of AFMLL 10-97.

## **New and Renewed Agreements**

New DPSC negotiated agreements are listed below. Ordering information on these new DBPAs can be found on the AFMLO Products web page and copies of the agreement are available on the Universal Data Repository (UDR).

<u>SP0200-98-A</u>	<u>Vendor Name</u>	<u>RIC</u>
8582	Dilly Uniform	LNP
8585	R & C Medlink, Inc.	LRZ
8586	Contract Sewing Systems, Inc.	LTW

## Agreement Modifications

A copy of the modifications listed below are provided on pages 3 through 26 of **Attachment 3**.

<u>DBPA #</u>	<u>Vendor Name</u>	<u>Modification</u>
8504	Athena Medical Scientific, Inc.	Vendor's name
8549	Kreiser's, Inc.	New address
9118	Allegiance Healthcare Corp	Expiration
	Date	
9180	Phsio Control	Expiration
	Date	
9193	Data Medical Associates, Inc.	Cancellation
9197	McNeil Pharmaceutical	Expiration
	Date	
9213	White-Gold Dental	Cancellation
9236	Access Battery & Power Systems, Inc.	Correct DBPA No.
9326	CGH Medical, Inc.	Cancellation
9336	Dagl, Inc.	Cancellation
9344	Custom Craft Lens Service, Inc.	Cancellation
9349	Global Associates, Ltd	Name & address change
9365	Perimeter Industries, Inc.	Cancellation
9372	Life Scan, Inc.	Cancellation
9393	GC America	Expiration
	Date	
9396	Hausted, Inc.	Expiration
	Date	
9455	Getinge Castle	Cancellation
9474	ConMed Corporation	Cancellation
9478	Century Medical Supply	Cancellation
9480	Grove Way Pharmacy Corp.	Cancellation
9497	Universal Home Health & Industrial Supplies, Inc.	Main address & "remit to" address

### Annual DBPA Purchases for FY 97

DPSC issued individual modifications to all their DBPAs. They provided copies of modifications to all medical accounts, and copies to the Defense Logistics Service Center to be incorporated into the UDR. Changes to the DBPAs are summarized below.

- The numbering of the first call after each FY change will revert to "0001". (If you started using 8001 for FY 98, this method is acceptable).

- All DBPAs now authorize both medical items available on the open market and/or under existing Federal Supply Schedule contracts.
- FAR clause 52.232.33 "Mandatory Information for Electronic Funds Transfer Payment" (Aug 96) and clause 52.232.34 "Optimal Information for Electronic Funds Transfer Payment" (Aug 96) are now incorporated into the DBPA.
- Instructions applicable to overseas shipments (i.e. criteria for MEDEX and proper shipping, packaging and labeling instructions).
- Dollar threshold per individual call is now \$100,000 per call.

### You Asked?

*Q. Are DBPA vendors required to submit a Proof of Delivery (POD) when requested on items shipped and not received? The DBPA does not mention anything about a POD. How do we clean up old due-ins that were shipped?*

A. Any contractor providing the government with materiel, supplies, services, etc. is required to provide a POD if requested by the receiving government activity. This includes any DBPA holder utilized by a Tri-services Logistics Community customer to fill a requirement. The individual MTF, in administering their calls against DBPA "due-ins", need to generate the appropriate POD requests with the vendors. If the POD indicates a government representative signed for a shipment, whether or not the items were actually received at your MTF, the vendor is entitled to payment.

We suggest you initiate requests for PODs in writing to create an audit trail. If you do not receive a response from the vendor, contact AFMLO/FOM-P at DSN 343-4164 with the proper back-up data. AFMLO will coordinate these issues with DPSC.

*Q. Our accounts payable section at the local finance has requested the statement "FAST PAYMENT PROCEDURE" be placed on the DBPA purchase document. Is this appropriate and/or will it affect the contract as it is written?*

A. The DBPA states that “When consistent with the condition at FAR 13.302, the fast payment procedures described in the clause at 52.213-1, entitled “Fast Payment Procedures, incorporated in this agreement by reference may be applied to individuals calls.” *NOTE:* The use of the fast payment procedure is not authorized if supplies are being purchased for delivery to the activity placing the call and contract administration is performed at that activity.” Before you start stamping your purchase documents as “fast pay”, we advise that you check with your local contracting office.

Regulation DFAS-DE 7010, 2-R (formerly DFAS- DER 177-102), paragraph 14-18d gives the requirements for “Fast Pay” contract payments. As long as the contract is a formal “Fast Pay” contract, the contractor submission of an invoice means the order has been filled and shipped as designated by the contract or DBPA. A POD is not required on formal “Fast Pay” contracts. The invoice should suffice for the “POD”.

### SP0 Agreement Conversions

The following agreements have been converted to SPO200-98-A.

8502	8503	8504	8505	8506	8510	8511
8512	8513	8514	8516	8517	8518	8519
8520	8521	8522	8523	8524	8525	8526
8527	8530	8531	8532	8533	8534	8538
8539	8540	8542	8544	8545	8547	8548
8549	8550	8551	8552	8553	8554	8555
8556	8557	8558	8559	8560	8561	8563
8564	8565	8566	8567	8568	8569	8570
8572	8573	8574	8575	8576	8577	8578
9013	9018	9019	9022	9026	9027	9028
9029	9030	9038	9048	9052	9056	9057
9061	9068	9073	9074	9077	9081	9084
9085	9086	9088	9094	9095	9099	9105
9107	9112	9114	9117	9125	9127	9128
9129	9130	9131	9133	9135	9138	9139
9141	9144	9147	9149	9150	9153	9154
9158	9159	9166	9171	9172	9177	9184
9189	9194	9196	9209	9214	9215	9217
9226	9227	9231	9232	9233	9235	9236
9238	9242	9243	9244	9245	9246	9250
9252	9255	9259	9265	9266	9267	9270
9274	9275	9276	9281	9283	9284	9287
9288	9289	9294	9298	9299	9300	9303

9304	9308	9310	9314	9319	9321	9322
9329	9349	9353	9360	9363	9367	9369
9370	9377	9380	9383	9385	9390	9391
9403	9411	9416	9420	9425	9459	9463
9465	9466	9467	9468	9469	9472	9475
9476	9477	9479	9481	9482	9483	9486
9487	9488	9490	9491	9497	9499	9500

### VA0 Agreement Conversions

4000	4003	4004	4005	4006	4011	4013
4014	4017	4018	4019	4021	4022	4023
4024	4025	4026	4027	4028	4029	4030
4031	4032	4033	4034	4036	4038	4044
4049	4051	8501	8507	8508	8509	8528
8535	8536	8537	8543	8546	8562	9002
9005	9006	9009	9014	9017	9020	9021
9032	9035	9042	9049	9050	9052	9059
9072	9090	9093	9104	9108	9111	9122
9132	9134	9136	9152	9155	9156	9160
9161	9162	9164	9167	9170	9182	9185
9186	9187	9195	9198	9202	9204	9207
9210	9211	9212	9215	9219	9220	9221
9225	9228	9237	9239	9247	9253	9256
9261	9269	9271	9278	9285	9290	9293
9296	9301	9309	9311	9316	9317	9318
9320	9323	9324	9325	9327	9334	9338
9342	9343	9350	9356	9357	9364	9378
9385	9388	9397	9402	9405	9409	9413
9414	9419	9423	9427	9430	9434	9435
9436	9437	9438	9439	9440	9441	9448
9452	9458	9464	9471	9484	9489	9492
9493	9494	9495	9496	9498		

(AFMLO/FOM-P, Mrs. Charlotte Christian, DSN 343-4164)

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## Information

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### Promotion to Chief Master Sergeant

The following individuals were selected for promotion to Chief Master Sergeant. Col Timothy Morgan, Chief, Medical Logistics Division, HQ, AFMSA, and Col Jeffrey Cooper, Chief, AFMLO and their staffs congratulate these individuals on their significant achievement.

*Medical Materiel 4A1X1*

**Pamela J. Kavanaugh**  
**Donna J. Roberts**

*Biomedical Equipment Technician 4A2X1*

**Terrance F. Douglas**

## **Medical Logistics in Action**

Headquarters, Air Force Medical Support Agency (HQ AFMSA) and the Air Force Medical Logistics Office (AFMLO) extend sincere congratulations to the personnel named below for their outstanding achievements. (AFMLO/FOA, Ms. Rita Miller, DSN 343-4158)

### **60th Medical Support Squadron Travis AFB CA**

**TSgt Michael Palmer** was awarded the Air Force Commendation Medal for duty performance while assigned to the 374th Medical Group, Yokota AB JA. **Capt Thomas Brown** was awarded the Air Force Commendation Medal for duty performance while assigned to the 9th Medical Group, Beale AFB CA. **TSgt David Sventek** was awarded the Air Force Achievement Medal for duty performance while assigned to the 18th Medical Group, Kadena AB JA. **SrA Kevin Peterson** was awarded a \$250 Eagle Grant by the Aerospace Foundation.

### **75th Medical Support Squadron Hill AFB UT**

**SSgt James B. Duewell** was awarded the Air Force Commendation Medal (1st OLC), for duty performance while assigned to McClellan AFB CA.

### **86th Medical Support Squadron Ramstein AB GE**

**Caroline Holland** and **Scott R. Fannin** were promoted to **Senior Airman**. **Shawn P. Clary** was promoted to **Staff Sergeant**.

## 384th Training Squadron Sheppard AFB TX

The following personnel graduated from the Health Services Administration Course in Medical Logistics/Facility Management.

Class: 97-C  
Graduation Date: 971120

<b>Lt Lorena Bailey</b>	McClellan AFB CA
<b>Lt Michael Bruhn</b>	Luke AFB AZ
<b>Lt James Culver</b>	Offutt AFB NE
<b>Lt Sandra Keesee</b>	Lackland AFB TX
<b>Lt Michael Higgins</b>	Andrews AFB MD

The following personnel graduated from the Medical Materiel Apprentice Course, J3ABR4A131.001.

Class: 971017  
Graduation Date: 971121  
Instructor: SSgt Greg Pierce

<b>A1C Rainier Abundo</b>	Illinois ANG
<b>A1C Trevor Ambron</b>	Offutt AFB NE
<b>SSgt David Brown</b>	Andrews AFB MD
<b>SrA Joel Butler</b>	NAS LA
<b>A1C Steven Cook</b>	ANG WV
<b>AB Laterance Dyson</b>	Davis-Monthan AFB AZ
<b>Amn Craig Engelson</b>	Keesler AFB MS
<b>AB Sara Klopf</b>	Aviano AB IT
<b>AB Rebecca Martinez</b>	Barksdale AFB LA
<b>A1C Marcos Rodriquez</b>	Lackland AFB TX
<b>AB Samantha Schanock</b>	Yokota AB JA
<b>SSgt David Schmitt</b>	McChord AFB WA
<b>A1C James Stenack</b>	ANG WV
<b>AB T. Wiederkehr</b>	Eglin AFB FL
<b>Amn Lekembria Bennett</b>	Langley AFB VA
<b>AB Nalani Thompson</b>	Tyndall AFB FL

The following personnel graduated from the Medical Materiel Craftsman Course.

Class: 971020  
Graduation Date: 971031  
Instructor: MSgt Clyde Hickerson

<b>SSgt Carla Battle</b>	Elmendorf AFB AK
<b>SSgt David Bethune</b>	McClellan AFB CA
<b>SSgt Andrew Chambers</b>	March ARB CA
<b>SSgt David Forrester</b>	ANG NJ
<b>SSgt Hector Navarro</b>	Kirtland AFB NM
<b>SSgt Kelly Pederson</b>	Aviano AB IT
<b>SSgt Thomas Sullivan</b>	Spangdahlem AB GE
<b>SSgt Alisa Tutt</b>	Andrews AFB MD
<b>SSgt Patrician Wilson</b>	Waewan AIN

## AFMLO Messages/Listings

<u>Category</u>	<u>Last Published</u>	<u>Date</u>	<u>AFMLO OPR</u>
DoDMMQC	97-1073	1 Aug 97	FOM-P
SLEP MMQC	97-5028	15 Jul 97	FOM-P
QA Message	7150-0007	7 Mar 97	FOM-P
Last 1996 QA Message	6353-0034	18 Dec 96	FOM-P
DBPA Consolidated List	AFMLL 07-97	July 1997	FOM-P
DBPA Message	R120839Z	12 Dec 1997	FOM-P
Shared Procurement List	AFMLL 04-97	April 1997	FOM-P