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GAVIN NEWSOM
Governor

June 30, 2019

VENDOR ALERT 2019 –05

TO: ALL WIC VENDORS
SUBJECT: MANDATORY SHELF PRICE SUBMISSION

Purpose **Vendor Alert 2019-05 is a 30-Day Notice for the Mandatory Vendor Shelf Price Submission Period.**

The California Department of Public Health/Women, Infants, and Children (CDPH/WIC) Division is notifying all WIC-authorized vendors that they must submit shelf prices for the period **July 30, 2019, through August 13, 2019**. Vendors are required to submit to California WIC their current lowest and highest shelf prices for 11 WIC-authorized food items in the Market Basket. All prices given for the Market Basket items, must be regular shelf price, (not sale price). Visit the WIC Grocers page to view [a listing of the Market Basket contents](https://www.cdph.ca.gov/Programs/CFHD/WICSN/CDPH%20Document%20Library/Grocers/VendorEducation/CPCMarket%20Basket.pdf).
(<https://www.cdph.ca.gov/Programs/CFHD/WICSN/CDPH%20Document%20Library/Grocers/VendorEducation/CPCMarket%20Basket.pdf>)

Background On October 17, 2013, the California WIC Vendor Authorization Criteria became effective, requiring vendors to comply with WIC Bulletin Regulations (W.B.R) §70600, Competitive Price Criteria. Competitive Price Criteria requires vendors to submit their shelf prices to the Department.

Authority Federal regulations (7 C.F.R. §246.12(g)(4)(ii)(B)) and State regulations W.B.R §70600 require the Program to collect vendor shelf prices every six months to evaluate vendor compliance with cost containment measures. Federal regulation 7 C.F.R. §246.12(h)(3)(xxv) requires vendors to comply with the vendor selection criteria throughout the agreement period, including any changes to the criteria.

Action for Vendors Vendors must collect shelf prices between July 30, 2019, and August 13, 2019. Vendors must submit their shelf prices through the Shelf Price Submission system in the online Vendor WIC Information eXchange (VWIX) system by August 28, 2019. Vendors may log into VWIX to enter and submit the required shelf price information. **Completion of a Shelf Price Submission will continue to remain a requirement of your contract as the new WIC-card is implemented.**

DATES	ACTIONS FOR VENDORS
14-Day Vendor Price Collection Period July 30, 2019 – August 13, 2019	Vendors must collect their lowest and highest shelf prices for the 11 WIC-authorized food items in the Market Basket. All prices submitted must be regular shelf price (not sale price).
30-Day Vendor Price Submission Period July 30, 2019 – August 28, 2019	Using the <i>Shelf Price Submission</i> tab in VWIX, vendors must enter and submit the shelf prices collected during the 14-Day Vendor Price Collection Period. Vendors can submit shelf prices until 11:59 p.m. on August 28, 2019.



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(916) 928-8500 [Division Website](http://www.wicworks.ca.gov) (www.wicworks.ca.gov)



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For further information, refer to the [Shelf Price Submission-Frequently Asked Questions](https://www.cdph.ca.gov/Programs/CFH/DWICSN/CDPH%20Document%20Library/Grocers/VendorEducation/ShelfPriceSubmissionFAQs.pdf) (https://www.cdph.ca.gov/Programs/CFH/DWICSN/CDPH%20Document%20Library/Grocers/VendorEducation/ShelfPriceSubmissionFAQs.pdf), and [Shelf Price Submission-Vendor User Guide](https://www.cdph.ca.gov/Programs/CFH/DWICSN/CDPH%20Document%20Library/Grocers/VendorEducation/ShelfPriceSubmissionUserGuide.pdf) (https://www.cdph.ca.gov/Programs/CFH/DWICSN/CDPH%20Document%20Library/Grocers/VendorEducation/ShelfPriceSubmissionUserGuide.pdf).

Questions

If you have any questions, contact your WIC Vendor Consultant or call toll free (855) WIC-STOR or (855) 942-7867. You may also contact the WIC Vendor Management Branch by email at WICVENDORINFO@cdph.ca.gov.



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Vendor Management Branch
Women, Infants, and Children (WIC) Division