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EDMUND G. BROWN JR.  
Governor

December 28, 2018 VENDOR ALERT 2018 –11

TO: ALL WIC VENDORS  
SUBJECT: MANDATORY SHELF PRICE SUBMISSION

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**Purpose** Vendor Alert 2018-11 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 **January 28, 2019 through February 11, 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. Visit the WIC Grocers page to view [a listing of the Market Basket contents](#).

(<https://www.cdph.ca.gov/Programs/CFH/DWICSN/CDPH%20Document%20Library/Grocers/VendorEducation/CPCMarket%20Basket.pdf>)

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**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.

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**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.

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**Action for Vendors**

Vendors must collect shelf prices between January 28, 2019, and February 11, 2019. Vendors must submit their shelf prices through the Shelf Price Submission system in the online Vendor WIC Information eXchange (VWIX) system by February 27, 2019. Vendors may log into VWIX to enter and submit the required shelf price information.

<b>DATES</b>	<b>ACTIONS FOR VENDORS</b>
<b>14-Day Vendor Price Collection Period</b> January 28, 2019 – February 11, 2019	Vendors must collect their lowest and highest shelf prices for the 11 WIC-authorized food items in the Market Basket.
<b>30-Day Vendor Price Submission Period</b> January 28, 2019 – February 27, 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 February 27, 2019.

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](mailto:WICVENDORINFO@cdph.ca.gov).



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