

WIC Vendor Selection Criteria: Appendix A, Section B

In order to be eligible for consideration an applicant must meet the following requirements:

1. Availability of mandatory minimum stock of specified items with the exception of special infant formulas and the availability of all categories of WIC supplemental foods. (Appendix G)
2. Variety of available WIC authorized foods and accessibility of a store to WIC participants.
3. Competitive prices as determined by the Department.

As a guide, the Department uses the peer group average price of foods as competitive price. In addition, prices for food categories may be compared among vendors serving the same geographic area. The Department may, at its discretion, allow some variation above the peer group average as the competitive price. A WIC Vendor Peer Group description is included in Appendix H.

4. Vendors must have a current valid license issued by the Michigan Department of Agriculture, except in the case of “formula only” pharmacies. Vendors must only purchase infant formula from wholesalers, distributors, and retailers licensed by the Michigan Department of Agriculture or from infant formula manufacturers registered with the Food and Drug Administration.
5. A WIC vendor must be authorized to accept and redeem food stamp benefits and provide documented proof of participation in the Food Stamp Program. A WIC vendor must be in good standing with the USDA Food and Nutrition Service.
6. Lack of any conflict of interest between the vendor and the local agency or the Department as defined by applicable State laws, regulations and policies.
7. Low volume of WIC transactions. A vendor that transacts less than \$2,400 per quarter of WIC EBT transactions will be considered as low volume of WIC transactions and will be treated as lack of demand for a particular store. New vendors will be evaluated after three (3) months of WIC authorization, and will receive a warning if not in compliance with this requirement. If not in compliance with the requirement following a six (6) month evaluation [that is 3 months after receiving the warning], the vendor will be terminated and disqualified.

8. Unless denying authorization of a vendor applicant would result in inadequate participant access the Department will not authorize a vendor applicant if during the past six years the vendor applicant or any of the vendor applicant's current owners, officers, or managers have been convicted of or had a civil judgment entered against them for any activity indicating a lack of business integrity. Activities indicating a lack of business integrity include but are not limited to fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, receiving stolen property, making false claims, and obstruction of justice.
9. Compliance history with WIC program policies, rules and regulations as applicable and compliance with any prior contract with the Department. In the case of stores owned jointly or by corporations, the Department may evaluate past performance of one or more of the same partners, shareholders, directors or officers at other locations.
10. Review and determination by the Department as to whether the store was sold by its previous owner in an attempt to circumvent a WIC sanction. The Department will consider such factors as to whether the store was sold to a relative by blood or marriage of the previous owner(s) or sold to an individual or organization for less than its fair market value. The Department may also consider other factors in making its determination.
11. Compliance with the price limitations in the amount the Department pays vendors for WIC food instruments.
12. A vendor's total WIC sales for any annual period cannot exceed 50% of the vendor's total annual food sales.
13. A vendor must be a full-line grocery store. A full-line grocery store is defined as:

A store that stocks, and has on hand at all times: In addition to WIC Minimum Stock requirements (Appendix G): (1) at least 1 additional variety of bread or tortillas with 6 or more units of said variety; (2) at least 1 additional variety of brown rice with 6 or more units of said variety; (3) at least 4 varieties of fresh fruits with 5 or more units of each variety; (4) at least 4 varieties of fresh vegetables with 5 or more units of each variety; and (5) at least 4 varieties of fresh meat, poultry or fish with 5 or more units of each variety.