



INFORM

FY 04 — Issue #1

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2004 — a new year and new service offerings

The General Services Administration's Federal Technology Service has professional, hard-working, and dedicated associates to assist in fulfilling your professional engineering, logistics, management and organizational needs, as well as providing the most up-to-date information technology and network products and services.

With the level of experience and knowledge of the General Services Administration, we can serve as a one-stop shop for all of your acquisition needs. Our mission is always to help you achieve your agency's mission.

GSA is committed to keeping America's future bright by serving you. We appreciate your business and look forward to new opportunities in 2004 to serve your agency.



Sincerely,

Marcella Banks

Assistant Regional Administrator
Federal Technology Service
GSA Greater Southwest Region

PS...we have a new program

An exciting new program for the FTS Office of Professional Services (PS) is already up and running. Federal agencies have begun to take advantage of turnkey, end-to-end managed acquisition solutions to purchase services off the three GSA Schedules,

- ◆ Professional Engineering Services (PES) 871,
- ◆ Logistics Worldwide (LOGWORLD) 874V, and
- ◆ Management, Organizational and Business Improvement Services (MOBIS) 874.

For more information about our new Professional Services support or to begin your acquisition process, please contact Susan Houser at (817) 978-4087. GSA PS will bring the best solution to match your requirements!

Don't miss . . .

GSA EXPO and GSA Network Services Conference

See **Pages 4-5** for details of these exhibit and training opportunities and other events.

gsa.gov web portal news

Product and service offerings in the Greater Southwest Region

Do you know how to locate information specific to the Greater Southwest Region service area on the GSA web portal? It's easy — when visiting the newly redesigned gsa.gov web portal, “customize” your visit to one of the five states serviced by the Region (Arkansas, Louisiana, Oklahoma, New Mexico or Texas).

By customizing the visit, you'll be able to view information such as key staff, offerings, and events tailored to your geographic area of interest.

Another quick way to locate regional information is at URL: <http://www.gsa.gov/greatersouthwest>


Bookmark this site for easy access in the future.



What are e-Tools doing on gsa.gov?

In the fast-paced marketplace of the 21st century, electronic technology is critical to conducting business. GSA's redesigned website provides a new feature—direct access to many interactive capabilities that facilitate doing business with GSA or finding specialized information available from GSA.

These interactive capabilities have been grouped under the heading "e-Tools" (Electronic Tools). The e-Tools allow GSA to better serve federal customers by providing an efficient and cost-effective way to conduct business.

Look for this icon  in the right hand column of almost every page for links to e-Tools that apply.

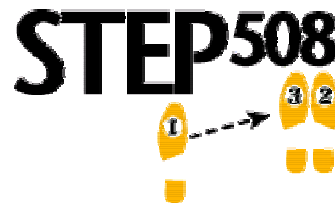
Through the use of e-Tools, customers can find information about the many leading-edge products and services GSA offers and, in many cases, do business with GSA. The number and transactional capabilities of e-Tools available on gsa.gov are expected to expand in coming months.

NOTE: Certain e-Tools may require a customer to obtain a password and user name. Read GSA's Privacy and Security Policy (at the bottom of each page) for information about cyber security on www.gsa.gov. Certain e-Tool applications or services may have additional privacy and security policies.

Tool for Section 508 compliance

The Office of Electronic Government and Technology has released the **Simple Tool for Error Prioritization** for Section 508 compliance. This electronic tool uses the output of Section 508 compliance tools and evaluates the accessibility errors to determine both the severity of the errors and the effort to fix them. In addition, STEP508 provides a metric that can be tracked over time to determine the level of your Web site's conformance to the 508 guidelines.

The tool is now available for federal and other webmasters to use and can be downloaded at <http://www.section508.gov>.



New system to replace IT Solutions Shop

In 2004, the GSA Federal Technology Service (FTS) will deploy a business systems modernization program called the 3rd Generation System project, or simply "3GS." The focus of the 3GS modernization effort is the design and implementation of an integrated system that supports all FTS business units with common business processes, and to provide a superior level of project and funds management capability in collaboration with our customers and industry partners.

What will 3GS do?

- ◆ Provide a single, accurate source of information.
- ◆ Standardize and unify operations.
- ◆ Allow GSA to manage projects to the level of detail required by the project plan and replace the need for "cuff" records for most processes.
- ◆ Automatically generate contracts and open market/task orders from a managed library of Federal Acquisition Regulation (FAR) clauses and project templates.
- ◆ Provide a common workspace to create, manage and share documents among GSA associates, clients and industry partners.

During the next several months additional information will be provided as the transition is made from the IT Solutions Shop system to 3GS in FY 04. For questions contact Joe Eason, joe.eason@gsa.gov, or call (210) 341-8344.

New area code announced

The following area code will be activated in the near future.



California 951 July 17, 2004

Existing area code 909 will retain the southwestern portion of San Bernardino County with the new area code 951 serving the remainder of the existing 909 area including the communities of Anza, Arlington, Banning, Corona, Elsinore, Hemet, Idyllwild, Mira Loma, Moreno Valley,

Murrieta, Perris, Riverside, San Jacinto, Sun City, and Temecula.

For more information, contact your local GSA representative.

Blue Pages news

For several years, the Blue Pages have been published in a different format in major cities nationwide, including Dallas, Fort Worth, Houston, San Antonio, Austin, Little Rock, Oklahoma City, Tulsa, Albuquerque and Santa Fe.

Now, SBC and Qwest, the major telecommunications providers in these cities, are going back to the old "organizational" format for all federal listings in the Blue Pages. GSA customers served by these phone companies will again be working directly with their local GSA Federal Technology Service (FTS) representatives for inclusion in the local phone book. Please contact your local FTS representative for information regarding your directory listing.

Oklahoma City tenants receive training

The GSA Federal Technology Service (FTS), in partnership with NextiraOne Federal, conducted training sessions to coincide with scheduled agency moves to the newly opened Oklahoma City federal building. NextiraOne instructors provided hands-on training of the Nortel M3903 and M3904 telephone sets. NextiraOne Federal is an FTS Connection contract holder.

Training sessions were conducted in December for the Small Business Administration, Food and Drug Administration, U.S. Department of Agriculture, Veterans Administration, U.S. Army Recruiting, and U.S. Marines. Attendees were presented a "welcome training packet" from FTS representatives to help make their transition a more positive experience.

Additional training sessions are planned for tenants from the Housing and Urban Development and the Military Entrance Processing Station. For more information, contact Bill Lively at (817) 978-4086.



Conference & Technology Shows

GSA Greater Southwest Region Federal Technology Service representatives will be on hand at events designed to help federal government, civilian agency, and military organization information technology and communications professionals in making technology and professional services buying decisions.

GSA Customer Assistance Seminars

February 27, 2004 — Hilton San Antonio Airport, 611 NW Loop 410, San Antonio, Texas

March 17, 2004 — Holiday Inn Emerald Beach, 1102 S. Shoreline, Corpus Christi, Texas

These one-day events are free of charge and are targeted at associates in the supply and procurement/contracting fields. Topics include Property Management, GSA Advantage System, Customer Supply Centers, Multi-Use File for Interagency News (MUFFIN), Requisitioning Procedures and Quality Control. Federal Technology Service and Public Buildings Service representatives will also provide presentation on their service offerings.

For additional information, contact: Betty Russell at (817) 978-2892.

RES2004, Reservation Economic Summit & Business Trade Fair

February 9-12, 2004 — Las Vegas, Nevada

Be a part of the largest and longest running American Indian business event. RES 2004 is the premier gathering of American Indian Entrepreneurs, Tribal representatives, and corporate and governmental organizations.

For additional details, visit : <http://www.ncaied.org/res2004>

2004 Native American Conference “Doing Business with the Government”

March 30-31, 2004 — Albuquerque, New Mexico

This conference will provide opportunities to meet buyers and contracting officers from major military bases, federal, state, and local purchasing agencies, and prime contractors to discuss business opportunities. Education seminars will provide valuable and current information on emerging new standards and provide participants with the tools to bid and contract successfully. This is an opportunity for suppliers to identify new contracting sources and network with buyers and other attendees. *For additional details, visit : <http://www.allianceforbiz.com/ALB.html>*

Fiesta Información 2004

April 19-21, 2004 — San Antonio, Texas

The conference will be held at the Henry B. Gonzales Convention Center. Attendees will gain a vision of how recent and future technological innovations will assist their organization. They will experience hands-on new technologies and hear leaders in government and industry discuss current needs and solutions. This event is co-sponsored by the AFCEA Alamo Chapter, AFCEA International, and the Billy Mitchell Chapter of the Association of Old Crows.

For additional details, visit : <http://www.afcea.org>

GSA Expo 2004

May 11-13, 2004 — Orlando, Florida

This year's Expo will be held at the Orange County Convention Center. Admission is FREE to all federal and military personnel. More than 200 hours of training courses will be offered, and attendees can earn Continuing Education Unit (CEU) credits for selected courses. The exhibit floor will have over 1,000 booths with companies exhibiting their newest products and services available through GSA. *For additional details, visit : <http://expo.gsa.gov>*

NCSI Technology Expos (National Conference Services, Inc.)

May 24, 2004—White Sands Missile Range, Las Cruces, New Mexico

May 25, 2004—Holloman Air Force Base, Alamogordo, New Mexico

May 26, 2004—Sandia Labs, Kirtland Air Force Base, Albuquerque, New Mexico

May 27, 2004—Los Alamos National Labs, Los Alamos, New Mexico

These free events are designed to allow time between top level personnel from each agency and the exhibitors.

For additional details, visit : <http://www.ncsievents.com>

Conference & Technology Shows *(continued)*

ATC Technology Shows (Advanced Technology Council)

July 20, 2004 — Fort Sill, Oklahoma

July 21-22, 2004 — Tinker Air Force Base, Oklahoma (AFCEA)

October 5, 2004 — Fort Hood, Texas (AFCEA)

October 6, 2004 — Randolph Air Force Base, Texas

October 7, 2004 — Lackland Air Force Base, Texas

October 26, 2004 — Goodfellow Air Force Base, Texas

October 27, 2004 — Dyess Air Force Base, Texas

October 28, 2004 — Sheppard Air Force Base, Texas

These events bring the military community in contact with 30-50 vendors who have the latest in technology (computers, graphics, local area networks, project systems, large screens, software, network security, teleconferencing, training, cabling, office automation, etc.). These events provide a convenient format to preview hands-on demonstrations of the latest products and services on the market.

For additional details, visit : <http://www.atc-expo.com>

ASIS International 2004 Seminar & Exhibits (American Society for Industrial Security, International)

September 27-30, 2004, Dallas Convention Center, 650 South Griffin Street, Griffin, Texas

The security industry is evolving at an unprecedented pace, and the ASIS International 50th Annual Seminar and Exhibits is designed to supply you with the mental tools and technological products you need to operate one step ahead of the speed of change. Over 150 educational sessions on critical and emerging topics, a world-class exhibition — the largest in the US — and a myriad of unsurpassed networking opportunities make the ASIS Seminar & Exhibits the most comprehensive educational and networking event in the security industry. If you can only attend one security event a year, this is the one!

For additional details, visit : <http://www.asisonline.org/>

2004 GSA/ FTS Network Services Conference

August 16-20, 2004 — Nashville, Tennessee

The conference will be held at the Gaylord Opryland Resort and Convention Center. Everything will be in one place—including the hotel rooms, session rooms and exhibit hall. The conference program track session will be placing emphasis on education and training at the 2004 conference and selected program sessions will offer attendees opportunities to earn Continuing Education Units.

FTS provides “Assisted Services”



Pre-Award

- Technical requirements analysis and RFP development.
- Acquisition strategy/options; conduct acquisition; sign contracting documents; provide legal support, if necessary.

Post-Award

- Program/project management: COTR; manage milestones, schedules, and costs; perform problem resolution; chair progress reviews.
- Financial: manage project funding and report to customer; accept invoices and prepare receiving reports; pay industry partner invoices; sign contracting documents; provide legal support, if necessary.

Customer Benefits:

- One-stop shopping.
- Quick response from government technical and procurement experts.
- Fully competed government-wide contracts.

Greater Southwest Region FTS at your service . . .

Serving Texas, Oklahoma, Arkansas, Louisiana, New Mexico, and the Americas



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GSA e-mail address format:

firstname.lastname@gsa.gov

IT Solutions Shop — (On-line ordering system)

<http://it-solutions.gsa.gov>

For more information about the Greater Southwest Region FTS, visit:

<http://www.gsa.gov/greatersouthwest>