INFORM

FY 04 — Issue #3

FTS announces new contracting services for Professional Services

Are you looking for contracting and/or project management assistance in the Professional Services field? If so, the GSA Federal Technology Service (FTS) in the Greater Southwest Region can help you. FTS has expanded their Information Technology and Network Services programs to include Professional Services. Expert FTS contracting officials and project managers are now able to assist federal agency personnel with their contracting requirements under the Professional Services series.

The Professional Services series includes the following GSA schedules:

- **Energy Management Services** *(excluding procurement and use of natural gas and electricity)*
  http://www.gsa.gov/energyservices
- **Environmental Services** *(excluding Remediation)*
  http://www.gsa.gov/environmentalservices
- **Professional Engineering Services** (PES)
  http://www.gsa.gov/engineeringservices
- **Logistics Worldwide** (LOGWORLD)
  http://www.gsa.gov/logworld
- **Financial & Business Solutions**
  http://www.gsa.gov/fabs
- **Marketing, Media, and Public Information Services**
  http://www.gsa.gov/marketingservices
- **Language Services**
  http://www.gsa.gov/language
- **Management, Organizational and Business Improvement Services** (MOBIS)
  http://www.gsa.gov/mobis

Experienced FTS associates can assist with writing the requirements, developing the evaluation factors, conducting the procurement, awarding the task, paying contractor invoices, and managing the task through to completion. GSA legal support is also included.

For more information, please visit the GSA web site at http://www.gsa.gov/ps or call (817) 978-2372.

Use of e-Buy to satisfy DOD acquisition requirements

The GSA Federal Technology Service (FTS) uses e-Buy to simplify the acquisition process as well as to satisfy DOD acquisition requirements. e-Buy, which is a component of GSA Advantage!, is an electronic Request for Quote (RFQ) system designed to allow federal buyers to prepare RFQs on-line for a wide-range of services and products offered through GSA's Multiple Award Schedule (MAS) program. e-Buy allows requests for information, RFQs and quotes to be exchanged electronically between federal buyers and GSA Schedule contractors.

OMB extends GSA's Executive Agent Designation

GSA's Federal Technology Service receives its authority to do business for other agencies from The Information Technology Management Reform Act (ITMRA) of 1996, now known as the "Clinger-Cohen Act of 1996", P.L. 104-106. The ITMRA repealed portions of the Brooks Act and transferred responsibility for government-wide acquisitions of IT to the Office of Management and Budget (OMB). Pursuant to Section 5112(e) of ITMRA, OMB designates executive agents for the government-wide acquisitions of information technology.

GSA/FTS has again received our letter of designation to serve as an executive agent for government-wide acquisitions under existing GSA government-wide information technology (IT) acquisition programs. OMB extended the April 1, 2003, designation through June 30, 2005.

Agencies who require a copy of the letter of designation may contact their local representative.

Contact GSA Greater Southwest Region representatives, Karen LaBoon at (817) 978-2372 or Sharon O'Toole at (817) 978-3687 if you have any questions regarding OMB's designation.

e-Buy

e-Buy delivers the power of the Internet by allowing federal buyers to interact with the commercial marketplace to obtain best value solutions for their operations. e-Buy also satisfies the requirement for "fair opportunity" as defined in DOD's Section 803 of the National Defense Authorization Act (enacted October 2002) by giving every contractor under that particular Schedule and special item number an opportunity to see and participate in the procurement.

FTS uses e-buy to ensure that each vendor is given an opportunity to participate in each procurement under their special items numbers as well as to ensure that each procurement experiences the maximum competition practicable.

For more information, contact Paulette Sepulvado at (817) 978-3230.

GSA Advantage! e-Buy
...Working for the U.S. Government

https://www.ebuy.gsa.gov

Over 400 IT contracts awarded to 8(a) Small Businesses

The GSA Federal Supply Service recently announced the award of over 400 information technology contracts to 8(a) certified small businesses. The new 8(a) Streamlined Technology Acquisition Resources for Services [8(a) STARS] is a Government Wide Acquisition Contract (GWAC) designed to help small businesses become successful partners selling to the federal government.

The 8 (a) STARS GWAC offers federal agencies a complete set of pre-qualified, 8(a) certified firms to meet their information technology services requirements. Agencies that use the STARS contracts receive 8(a) and other small business credit toward their procurement preference goals. The GSA Federal Technology Service provides assisted acquisition services for your requirements through all GWACs.

The new 8(a) STARS, managed by GSA's Small Business Government Wide Acquisition Contracts Center in Kansas City, Missouri, builds on the achievements of its predecessor contract, 8(a) FAST, which is scheduled to expire October 31, 2004. One of the major changes from 8(a) FAST is an expansion of functional areas, from one to eight based on the North American Industrial Classification System, including services such as computer programming, computer facilities management, computer systems design, data processing and telecommunications. 8(a) STARS is a seven-year contract, with a three-year base period and 2 two-year option periods. A nationwide rollout is planned, with training opportunities for federal agencies and industry partners. For additional information about 8(a) STARS, visit http://www.gsa.gov/8astars or contact Delta Helm (816) 926-1387 or Jean Oyler (816) 823-3358.

Security tip — Using USB storage devices

Many agencies have begun using small Universal Serial Bus (USB) devices to store data, including sensitive Continuity of Operations Plans (COOP). These USB devices are very convenient but, if lost or stolen, risk compromising sensitive data — GSA recommends using USB storage devices that provide for authentication, such as password and/or fingerprint.

OGP issues Government Smart Card Handbook

Office of Governmentwide Policy (OGP) and the Smart Card Interagency Advisory Board jointly released the *Government Smart Card Handbook* as a reference document for government agencies considering deployment of a smart card program. The handbook, developed with support from OGP's Office of Electronic Government and Technology, contains practical applications and lessons learned from surveys of academia, industry, and government smart card programs. It provides smart card technical information, assists with implementation support, and recommends procurement guidance.

The Smart Card Handbook can be accessed at:

www.smart.gov/smartgov/information/smartcardhandbook.doc

For more information, contact: Jim Hunt, (202) 501-6901, or Bill Holcombe, (202) 208-7637.

"GSA Preferred" to replace IT Solutions Shop

The GSA Federal Technology Service (FTS) will deploy a new automated system known as GSA Preferred to replace the current IT Solutions Shop (ITSS). ITSS is the automated system FTS uses to award and manage contracts and tasks.

Telecommunications local services contract awarded for New Mexico

The Greater Southwest Region Federal Technology Service awarded a new Telecommunications Local Services contract for the State of New Mexico to Tanager Telecommunications NM, LLC, a small business from Stevenson, WA.

This Indefinite Delivery/Indefinite Quantity contract (GS-07-T04BGD0001) has a two-year base period with three one-year options. The contract is available throughout the State of New Mexico to all federal agencies and Native American Tribes. It offers a wide range of voice and digital local services to include point-to-point data connectivity and various Internet access offerings. The local service offerings range from a single analog line to bulk rate Primary Rate Interface (PRI) services. Internet services offered, depending on local technology, include dial-up, Digital Subscriber Line (DSL), High Bit Rate DSL, and dedicated Internet access. Various options and features are available with many of the services. Locations that can be served by the Albuquerque Metropolitan Area Acquisition (MAA) and locations served by the Private Branch Exchanges procured under the Aggregated System Procurement (ASP) are excluded. Exceptions may be made if services available on this contract are not provided by the MAA or the ASP contracts.

For information, please contact Edgar Lefebvre, Project Manager, (505) 248-7309, or Rudy Chavez, Contracting Officer, (505) 248-7306, at the GSA Field Office in New Mexico.

The transition to GSA Preferred will allow greater flexibility and efficiency in awarding contract tasks for our customers and provide better contract management. The primary approach to customer training for the new system is the eLearning tool which is a software program customers can download and run on their local computer. It covers the mechanics of GSA Preferred, and through simulations, provides hands-on experience with GSA Preferred. eLearning materials are now available for download at http://www.gsa.gov/elearning.

In addition to eLearning, facilitated webinars will be offered to customers on a scheduled basis and cover additional topics including GSA Preferred background, as well as more in-depth discussion of some of the mechanics of the system including cFolders and receiving. Presentation materials are being finalized, and initial webinars are being scheduled for customers working with Phase-1 business units. Presentation materials for the webinar will also be available for download for those customers who cannot attend.

Customer access to GSA Preferred is being deferred for approximately two weeks after the transition to allow the Regional staff to review the data migrated from ITSS, and allow FTS associates to familiarize themselves with the system prior to receiving questions and providing assistance to GSA customers.

Information concerning the deployment and training will be posted on the ITSS home page http://it-solutions.gsa.gov and updated with any changes as they occur.

If you have any questions, please contact your GSA FTS representative or Sharon O'Toole at 817-978-3687 or visit https://gsapreferred.gsa.gov.

2004 GSA/FTS Network Services Conference

TUNE INTO technology

August 16-19, 2004
Opryland Hotel – Nashville, Tennessee
Web site: www.networkservice.gsa.gov

You are invited!

The General Services Administration (GSA) Federal Technology Service (FTS) invites you to join us at the 2004 GSA/FTS Network Services Conference as we "Tune into Technology".

Purpose | This forum is the perfect opportunity for the Federal Network and IT community along with our Industry Partners to gather together, share lessons learned, collaborate, view new technologies and plan for the future. We invite you to join us in exploring common issues, sharing ideas and working together to create integrated solutions for our future!

Program | GSA/FTS in cooperation with our customers and industry partners has developed a unique and exciting conference program. This conference will be strongly focused on information security, managed network services, and new technology offerings.

Training | We are offering three days of valuable educational opportunities, and most track and training sessions will allow you to receive Continuing Education Unit (CEU) credits. This is an effective and efficient way for you to meet your training requirements and enhance your job skills.

Networking | You will also have scheduled time to network with your FTS account managers and Industry Partners to discuss your technical requirements.

Exhibits | Our exhibit hall will offer the latest and greatest technology solutions from our FTS Industry Partners.

Contact Us | Registration: www.networkservcies.gsa.gov
Questions: Phone 800-315-4333 • Email helpcus@gsa.gov

INFORM

Conferences and Technology Show schedule

GSA 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.

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

2004 GSA/ FTS Network Services Conference
August 16-20, 2004 — Nashville, Tennessee
This forum is the perfect opportunity for the federal network and IT community along with GSA industry partners to gather together, share lessons learned, collaborate, view new technologies and plan for the future. We invite you to join us in exploring common issues, sharing ideas and working together to create integrated solutions for our future! The conference will be held at the Gaylord Opryland Resort and Convention Center. 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.
For additional details, visit: *http://www.networkservices.gsa.go*v

Veteran's Affairs ITC Expo
August 9-11, 2004, Austin Convention Center, Austin, Texas
The program attracts approximately 3000 Veteran's Affairs (VA) information technology practitioners, clinical informatics staff, managers, and other executives from VA facilities located across the nation.
For additional details, visit: https://www.technologyforums.com/vaitc/

Native American Business Center

Attendees at the 2004 Native American Conference, which opened on March 30, 2004, were among the first to hear about the U.S. General Services Administration's newly installed Native American Business Center. The Center is an extension of GSA's Office of Small Business Utilization based in Washington, D.C.

"We're creating this center to provide assistance in areas that we feel will be of particular benefit to Native American small business owners," said GSA Administrator Stephen A. Perry. "The Center's mission is to bridge the gap to the Native American community by supplying facilities and technology to support economic prosperity."

Recognizing the need to have a primary location where American Indian/Alaska Native-owned small businesses could gain access to business opportunities and projects with GSA and other government agencies, the Center will be overseen by GSA's Rocky Mountain Regional Office in Denver, Colorado.

GSA's Native American Business Center will focus primarily on providing American Indian/Alaska Native small business owners with resources and information for meeting key contracting experts and learning how to tap into the government contracting market. For information, contact: Carolyn Helstrom, (303) 236-0717.

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