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ANSWER CONTRACT FACTOIDS!

1466	Task Orders
3.23	Bids/ New Task Order
\$1.29B	Funded Sales
\$4.09B	Estimated Value

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IT Keeps Military Families Safe and Comfortable

Jill Schillinger

An ANSWER project for the Navy Facilities Engineering Command in San Diego, California is underway to provide Navy and Marine Corp families in the United States and abroad with a high tech property management system that assists in maintaining the quality of life for our Armed Forces. The electronic Family Housing (eFH) system is designed to manage all central aspects of military family housing. The system tracks service members and their families, waiting lists, government housing inventory and its changing statuses, information on designated private housing, and information on residents. Service members worldwide benefit from this task with the ability to preplan their relocations, know their future housing assignment, and to be ready and available when they arrive at their new command. The receiving command benefits by streamlining the service members' relocation and expedites their ability to return to duty without relocation related disruptions.



*Deb Wells, GSA FTS
Project Manager*

Debra Wells, ITM and Project Manager for GSA in San Diego, highlighted convenient system features, such as the benefits for emergency planning, instant access to wiring and plumbing plans, and an inventory listing that includes actual photos. Debra states that the "use of the ANSWER contract to support this important task has made it possible for our client to facilitate long term business planning." TASC Inc, formerly PRC, is the industry partner performing this task. Bill Howell, TASC Inc, leads this important project and ensures quality installation and management of this system throughout the world.

Solutions EDU Invades Korea

Ron Heald

When you have a task order with over 75 contractor personnel, effective monitoring is essential to ensure that resources are spent wisely. The United States Forces in Korea (USFK) combined a number of task orders and moved them to the ANSWER contract several months ago. With the order in place and an option coming due, USFK was anxious to get a more effective surveillance plan in place. Working with the SDC, USFK was offered a customized class via Solutions Edu to handle issues and most effectively facilitate transition.

By combining elements of three Solutions Edu courses – Performance-based Contracting, Contracting for Services, and Contracting Officer Representative Training – a client-specific course was designed and conducted in September that was tailored specifically to meet the needs of USFK. A team-teaching approach combined the insights of Jack Donovan (Solutions Edu faculty member) with those of Ron Heald of the ANSWER SDC. The ITM and GSA Project Manager, Larry Ryan, and USFK clients Kelvin Magee and Don Waters added direction made it a very focused class. By course completion, the students had developed an end-product consisting of: a performance-based statement of work, a strategy for fixed pricing those components that are relatively stable, and a set of standards that prescribes the level of monitoring to ensure

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COR/COTR Functions Revisited

Thelma Riusaki

The subject of Contracting Officer's Representative/Contracting Officer's Technical Representative (COR/COTR) delegations resulted from a recent Solutions Edu class dealing with these functions and appointment letters. As we approach the end of the fourth contract year, this is a good time to revisit this very important subject.

The ANSWER Procuring Contracting Officer (PCO) assigns contract administration functions to warranted contracting officers and warranted ITMs, authorizing them to use the ANSWER contracts. The Administrative Contracting Officer (ACO) memorandum identifies functions, duties, and responsibilities related to the administration of the ANSWER tasks. One of the duties of the ACO is to designate a representative (COR/COTR) to perform specified functions, such as monitoring the contractor's performance and serving as the primary interface between the contractor and the Contracting Officer on technical issues.

The ACO delegating the COR/COTR authority signs the COR appointment letter. All GSA personnel appointed as COR/COTRs must complete the COR Mentor on-line training as a condition of their appointment. Certificates of completion must be provided to the ACO within 90 days of the COR/COTR appointment. The COR Mentor on-line

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(Continued from Solutions Edu Invades Korea)

quality via contract performance incentives and a Quality Assurance Surveillance Plan.

Following the class, Larry Ryan used the documentation developed during the week to issue a new request for proposals for a task in Singapore. This is a testament to the fact that hands-on, just-in-time training permits students to learn new skills by doing them and then apply them to other related scenarios.

Performance-based contracting is no more difficult to craft than standard approaches to contracting; it is simply a matter of becoming comfortable with the concept.



Don Waters (USFK), Larry Ryan (GSA) & Kelvin Magee

(Continued from COR/COTR Functions Revisited)

training is only prescribed for GSA personnel, and can be accessed via the FAI Online University at <http://www.faionline.com>.

Individuals from client agencies and employees of non-governmental entities who are appointed to act as CORs under ANSWER are also required to complete COR/COTR training provided by their own agencies. Certificates of completion must also be provided to the ACO who has issued the appointment within 90 days of the COR appointment.

All delegated ACOs are reminded to issue appointment letters to representatives functioning as COR/COTRs prior to their actually performing the duties of COR/COTRs. Without the appointment letters, these representatives are not authorized to represent the contract and perform COR/COTR duties in conjunction with ANSWER tasks.

Guidance Provided on Unsolicited Proposals

Mimi Bruce and Paul Martin

On occasion, the Government receives unsolicited proposals that may offer unique and innovative ideas in accomplishing an agency's mission. Yes, the Government may review unsolicited proposals! Unsolicited proposals are offered with the intent that the Government will enter into a contract with the offeror for efforts supporting the Agency's mission. A "valid unsolicited proposal" should not be an advance proposal for a known agency requirement; instead it should address a future need as identified by the potential contractor.

When an unsolicited proposal is received from an offeror, and the Government decides to address the requirement through a competitive procurement process, every effort should be made to include said offeror in the competitive process. When unsolicited proposals are received, the guidelines in FAR 15.603 and agency procedures provide specific guidance on reviewing, evaluating, and safeguarding an unsolicited proposal. Throughout the process, Government representatives in possession of unsolicited proposals should be aware that these proposals often represent a substantial investment of time and effort on the part of the offeror and are proprietary by form. From receipt of the unsolicited proposal through contract award, extreme care should be exercised to ensure that the information in the proposal is not disclosed to unauthorized individuals, or duplicated for any purpose other than for the evaluation of the proposal, without the written permission of the offeror.

Final FAR Ruling Issued on Task Order Contracts

Ron Heald and Mimi Bruce

A final FAR ruling, FAR case 1999-014, has been issued with focus primarily on appropriate use of task order and delivery order contracts. The rule addresses what contracting officers should consider when planning for multiple awards of indefinite delivery contracts and how orders should be placed.

The rule is applicable to orders under MACs, GWACs, and Federal Supply Schedules (FSS) and adds them to the list of procurement vehicles to which FAR Part 7 acquisition planning requirements apply. The new rule draws specific attention to the fact that orders placed under FSS schedules are not exempt from the development of acquisition plans and an information technology acquisition strategy. In addition to traditional requirements for acquisition planning, this rule requires that orders placed against existing contracts (e.g., GWACs, MACs, FSS) address, in the contract files, why the use of these vehicles benefits the Government.

For ordering requirements under FAR 16.5 this rule adds that Contracting Officers:

- Consider and provide an appropriate amount of time for contractors to respond to a requirement
- Consider comments from industry on "Draft Solicitations"
- Use a multi-phased approach when requirements are large and complex
- Document trade off decisions, as well as sole source orders as logical follow-ons

The rule is designed to give industry more information to make business decisions, create a better insight in to requirements, increase competition via information exchange, and improve documentation. The rule affects FAR 7, FAR 16.5, and FAR 17.5 Interagency Acquisitions Under the Economy Act. Note - the rule also clarifies in FAR 17.5 that the Economy Act does not apply to GWACs.

September/October Events

Date: 9/9 – 9/13
Location: Korea
Event: Sol. Edu – Contracting for Services under MA/IDIQS

Date: 10/16
Location: Region 9, San Diego
Event: Reg. Program Meeting

Date: 10/17
Location: Region 9, Oakland
Event: Reg. Program Meeting

Date: 10/22
Location: Region 4, Atlanta
Event: Reg. Program Meeting

Date: 10/24
Location: Region 3, Philadelphia
Event: Reg. Program Meeting

Date: 10/29
Location: Region 5, Chicago
Event: Reg. Program Meeting

Date: 10/30
Location: FedSim
Event: Reg. Program Meeting

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