The Vehicle Purchasing Experience

• How POVs used to be bought
• How POVs are bought today
• How GOVs used to be bought
• How GOVs are bought today – The GSA Purchasing Experience
Agenda

• Our Team.
• Our Value Proposition
• AutoChoice & GSA Advantage
• Meeting your Mission.
• The Vehicle Purchasing Experience: Ordering Vehicles, Navigating AutoChoice, Avoiding Order Errors.

• We’re here to help!
Vehicle Purchasing Division

- Program Management Branch
- Engineering Branch
- Quality Assurance Branch
- Alternative Fuel Vehicles Branch
- Dedicated Procurement Professionals
Value Proposition: Right Vehicle, Right Price, Great Service and the Data required to manage your fleet

- Right Vehicle: Vehicle Engineering Team (Federal Standards)
- Right Price: High Discounts
- Great Service: (844) 472-1200/vehicle.buying@gsa.gov
- Data: AutoChoice Reports, FedFMS, Reports Carryout, Federal Fleet Report
Vehicle Purchasing Process

• Draft Federal Standards developed
• Comment Collector information received
• FedStd finalization and solicitation issued
• Contracts awarded
• AutoChoice orders placed and sent to Vehicle Suppliers
• Vehicles shipped and billed
• Receive vehicle and enter Receipt Date
Right Vehicle

- Right price
- Meets customer mission
- Satisfies all regulatory requirements
Comment Collector

• Voice your opinions and recommend new products, options, changes, etc. for motor vehicles
• https://vehiclestd.fas.gsa.gov/CommentCollector/StdItem
• Take advantage of this opportunity to provide valuable input!
AutoChoice: Online Ordering System

WELCOME TO AUTOCHOICE

Our mission is to provide safe, reliable low cost vehicle solutions to assist federal agencies to effectively and efficiently meet their mission and federal mandates. Check back often to see the latest available vehicles.

New and Enhanced AutoChoice 'Compare Prices' Screen

On Monday, February 25th, you will see a new and enhanced AutoChoice 'Compare Prices' screen. The "Compare Price
AutoChoice enables you to:

- Configure vehicles and choose vehicle equipment options 24/7
- Identify Alternative Fuel Vehicles (AFVs) and low Greenhouse Gas Vehicles (GHG)
- View GSA’s minimum requirements and manufacturer vehicle specifications
- View side by side comparisons of vehicle models
AutoChoice enables you to: - Continued

• Select the vehicle which meets your mission requirements at the lowest possible cost
• Compare makes and models
• Select vehicle delivery options
• Submit vehicle orders to GSA online
• Check the status of your vehicle order
• Confirm that you have received your vehicle (so we can pay our supplier!)
How do I navigate through AutoChoice

AutoChoice Tutorial available on AutoChoice under Customer Service
(1) You must obtain motor vehicles that achieve maximum **fuel efficiency**.

(2) Limit motor vehicle body size, engine size and optional equipment to what is **essential** to meet your agency’s mission.
AutoChoice Purchasing Methods

• Special Order Program
• Express Desk (Urgent and Compelling)
• Multiple Award Schedules (MAS)
• Non-Standard Vehicles
AutoChoice Ordering Information

• Login/Place Orders
• Select Vehicle Type by SIN
• **READ** Minimum Requirements
• Select Options
• Compare Prices
• Review Other Features, Clarifications and Vendor Performance
• Select Model
### Sedans

<table>
<thead>
<tr>
<th>Std Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>SEDAN, MINICOMPACT, 4 PASSENGER</td>
</tr>
<tr>
<td>8C</td>
<td>SEDAN, SUBCOMPACT, 4 PASSENGER, 4 DOOR</td>
</tr>
<tr>
<td>8E</td>
<td>SEDAN, SUBCOMPACT, 4 PASSENGER, ELECTRIC VEHICLE</td>
</tr>
<tr>
<td>8H</td>
<td>SEDAN, SUBCOMPACT, 4 PASSENGER, HYBRID ELECTRIC VEHICLE</td>
</tr>
<tr>
<td>8P</td>
<td>SEDAN, SUBCOMPACT, 4 PASSENGER, PLUG-IN HEV</td>
</tr>
</tbody>
</table>
Multiple Award Schedules (MAS)

- Customers contract with pre-approved vendors
- “Most-favored customer” pricing
- Wide variety of specialty vehicles and accessories
- Gsaelibrary.gsa.gov
Schedule 23V (Automotive Superstore)

- Fire Fighting Apparatus and Attachments;
- Law Enforcement Vehicles and Attachments;
- Special Vocational Vehicles and Attachments;
- Construction Equipment and Attachments;
- Snow Maintenance Equipment;
- Aircraft Ground Support Vehicles and Equipment;
Schedule 23V (Automotive Superstore)

- Upfitting Services;
- Low Speed Vehicles;
- Trailers and Attachments;
- Tires;
- Leased Heavy Duty Vehicle and Accessories; and
- Vehicle Purchasing Body and Repair Services
# AutoChoice - Continued

[AutoChoice](www.autochoice.gsa.gov)

By Type

- Sedans and Station Wagons
- Police Use Vehicles
- Light Trucks (4X2)
- Light Trucks (4X4)
- Light Trucks Cab and Chassis (Incomplete Vehicles) 4x2
- Light Trucks Cab and Chassis (Incomplete Vehicles) 4x4
- Lt Trks w/ Vocational Bodies (4x2)
- Lt Trks w/ Vocational Bodies (4x4)
- Medium and Heavy Duty Trucks
- Buses
- Ambulances
- Wheelchair Vehicles
- Wreckers and Carriers

## Quick Selection

- 5A - 4X4 SUV, SUBCOMPACT, 2 DR, 4 PASS, MIN 4500 LBS GVWR

## Sedans

<table>
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</tr>
<tr>
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</tr>
<tr>
<td>8P</td>
<td>SEDAN, SUBCOMPACT, 4 PASSENGER, PLUG-IN HEV</td>
</tr>
<tr>
<td>9C</td>
<td>SEDAN, COMPACT, 5 PASSENGER, 4 DOOR, 4 CYL ENGINE</td>
</tr>
<tr>
<td>9H</td>
<td>SEDAN, COMPACT, 5 PASSENGER, HYBRID ELECTRIC VEHICLE</td>
</tr>
</tbody>
</table>
AutoChoice - **Where** is the data I need to ensure the RIGHT VEHICLE AT THE RIGHT PRICE?

- Body/Chassis
- Engine Minimums
- Alternative Fuel
- Transmission
- Drive Axle
- Fuel
- Doors and Windows
- Lights and Lighting
- Electronics Audio Visual
- Interior
- Floor

- Radio
- Seats
- Safety
- Tires and Wheels
- Warranty
- Engine Accessories
- Delivery
- Delivery outside CONUS
- Export Delivery
- Law Enforcement Options
- Miscellaneous
# AutoChoice Minimum Requirements

**9C - SEDAN, COMPACT, 5 PASSENGER, 4 DOOR, 4 CYL ENGINE**

<table>
<thead>
<tr>
<th>GSA Components</th>
<th>GSA Min Req</th>
<th>FUSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>BODY/CHASSIS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PASSENGER COMPARTMENT VOLUME - cu ft</td>
<td></td>
<td>102.8</td>
</tr>
<tr>
<td>TRUNK VOLUME - cu ft</td>
<td></td>
<td>16</td>
</tr>
<tr>
<td>TRIM LEVEL</td>
<td></td>
<td>S</td>
</tr>
<tr>
<td>MFG. MODEL CODE</td>
<td></td>
<td>POG</td>
</tr>
<tr>
<td>BODY STYLE</td>
<td>Trunk</td>
<td></td>
</tr>
<tr>
<td>WHEELBASE</td>
<td></td>
<td>112.2</td>
</tr>
<tr>
<td>BASE CURB WEIGHT w/ GSA min reqmts - lbs</td>
<td></td>
<td>3410</td>
</tr>
<tr>
<td>ENGINE MINIMUMS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGINE TYPE - Cylinders / Liters</td>
<td></td>
<td>2.5L I-4</td>
</tr>
<tr>
<td>HORSEPOWER</td>
<td></td>
<td>175</td>
</tr>
<tr>
<td>TRANSMISSION</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AUTOMATIC TRANSMISSION</td>
<td></td>
<td>6 speed automatic</td>
</tr>
<tr>
<td>DRIVE AXLE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AUTOMATIC TRACTION CONTROL</td>
<td></td>
<td>Comply</td>
</tr>
<tr>
<td>FUEL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FUEL TYPE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FUEL CAPACITY MIN US GALLONS</td>
<td></td>
<td>16.5</td>
</tr>
</tbody>
</table>
### Options Tab

#### Options

**9H - SEDAN, COMPACT, 5 PASSENGER, HYBRID ELECTRIC VEHICLE**

**Quantity of Vehicles Per Order**

<table>
<thead>
<tr>
<th>Check the boxes below to add Optional Equipment</th>
<th>Option Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Engine Accessories</strong></td>
<td></td>
</tr>
<tr>
<td>□ OLS - OIL LIFE SYSTEM</td>
<td></td>
</tr>
<tr>
<td>□ EH - ENGINE BLOCK HEATER, OEM</td>
<td></td>
</tr>
<tr>
<td><strong>Doors and Windows</strong></td>
<td></td>
</tr>
<tr>
<td>□ RKS - REMOTE KEYLESS START</td>
<td></td>
</tr>
<tr>
<td><strong>Electronics Audio Visual</strong></td>
<td></td>
</tr>
<tr>
<td>□ OS - ON STAR</td>
<td></td>
</tr>
</tbody>
</table>
# Delivery Options

## Delivery

- **CNS** - CONSIGNEE DELIVERY (NO DEALER PREP)

## Delivery outside CONUS

- **CNSA** - CONSIGNEE DELIVERY ALASKA (NO DEALER PREP)
- **CNSH** - CONSIGNEE DELIVERY HAWAII (NO DEALER PREP)
- **DDRA** - DEALER DELIVERY ANCHORAGE, FAIRBANKS OR JUNEAU, AK
- **DDRG** - DEALER DELIVERY GUAM
- **DDRH** - DEALER DELIVERY HAWAII
- **DDRP** - DEALER DELIVERY PUERTO RICO
- **DDVI** - DEALER DELIVERY VIRGIN ISLANDS ST CROIX AND ST THOMAS

## Export Delivery

- **1611** - OEM EXPORT DOCUMENT FEE
Select Model
Requisition Details

Requisition Details Guide available on AutoChoice under Customer Service
Entering Funding Information

Requisition Details - By Vehicle Type

49C - 4X4 PICKUP, FULL SIZE, EXTENDED CAB, MIN 8000 LBS GVWR

Note: An Asterisk (*) indicates a required column.

SAVE vehicle (max 14 days) without completing details.

Save Incomplete

Requisition Detail

Agency Order No: ❌
Requisition Number: 9064 ❌
Signal Code: A ❌
Supplementary Address: ❌
Service Code: ❌
Fund Code: ❌
Unit Price $: 26,480.18
Additional Funds per unit $: 0
Total Est Unit Price $: 26,480.18
Description: 4X4 PICKUP, FULL SIZE, EXTENDED CAB, MIN 8000 LBS GVWR

(Required for Signal Code B and K)
(Required for Signal Code C and L)
(Required for Signal Code C and L otherwise use 00)
(Obligate additional funds to this order)
Entering Funding Information - Continued

Shipments Location: Domestic

For export orders, please enter the overseas contact person and phone number.

Contact Person: 

Phone Number: 

Internal Agency Financial Data: Inter

Info will be passed to GSA Finance but will not be passed to GSA Automotive.
Entering Requisitioning Address

Requisitioning Address

Agency Name: 

Address: 

City: 

State: Fed States of Micronesia

Zip Code: 

Country: 

Email Address: 

Fax Number: Is it International? □

(Include Country Code for International)
Proper Address

GSA Fleet
1800 F Street, NW

NECESSARY ADDITIONAL ADDRESS INFO ONLY

CAUTION - USE ONLY IF ABSOLUTELY NECESSARY

Agency Name: GSA Fleet
Address: 1800 F Street, NW
City:
State: Fed States of Micronesia
Zip Code:
Country:
Entering Delivery Address

Delivery Address

Agency Name: 

Address: 

City: 

State: Fed States of Micronesia

Zip Code: 

Country: 

Email Address: 

Fax Number: Is it International? 

(Including Country Code for International)
Selecting Dealership
<table>
<thead>
<tr>
<th>Vehicle Order No</th>
<th>VIN</th>
<th>Status</th>
<th>Date</th>
<th>Contact Address</th>
<th>Fuel Type</th>
<th>Low GHG Indicator</th>
<th>Tel Number</th>
<th>Delivery Date</th>
<th>Date Ag Updated</th>
<th>User Ag Updated</th>
<th>Date Agency Received</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(mm/dd/yyyy)</td>
</tr>
</tbody>
</table>

**Save**
Headquarters Agency Fleet Manager Ordering Rights

- Authority to obligate federal funds
- Approval from supervisor
- Your OGC or OIG approval is required if the employee is a contractor!
- Written request to vehicle.buying@gsa.gov
## Minimum Requirements

**9H - SEDAN, COMPACT, 5 PASSENGER, HYBRID ELECTRIC VEHICLE**

## Tires and Wheels

<table>
<thead>
<tr>
<th>Feature</th>
<th>Requirement</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>TIRE PRESSURE MONITORING SYSTEM</td>
<td>comply</td>
<td>comply</td>
</tr>
<tr>
<td>SPARE TIRE ASSEMBLY</td>
<td></td>
<td>Tire Inflator and Sealant</td>
</tr>
<tr>
<td>TIRES</td>
<td></td>
<td>17&quot; Silver Painted Aluminum Wheel P225/55R17 AS</td>
</tr>
</tbody>
</table>
The Data required to manage your fleet
AutoChoice Reports

- Requisitions
- Vehicle Data
- Order Status
- Buyer Data
- Contract Case
- 63 data fields
AutoChoice Reports

### Agency: GSA

<table>
<thead>
<tr>
<th>Date From (Sent to GSA):</th>
<th>4/2/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case No From:</td>
<td></td>
</tr>
<tr>
<td>Select From Previous Report:</td>
<td>Select One</td>
</tr>
</tbody>
</table>

### Bureau: FAS

<table>
<thead>
<tr>
<th>Date To (Sent to GSA):</th>
<th>4/7/2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case No To:</td>
<td></td>
</tr>
</tbody>
</table>

When using the Check Box below Sequence number will be automatically generated for you.

### Requisitions:

- Agency Order Number
- Agency Code
- Bureau Code
- Requisition Number
- Case Number
- Fed Mil Signal
- Fund Code
- Supplemental Address
- Date Received
- Data Cancelled
- Agency Financial Data
- Requisitioner Address
- Mailing Address
- Consignee Address
- Consignee Fax
- Message Line
- Point of Contact
- Agency Bureau Phone

### Order Status:

- Vehicle Order Number
- VIN
- Status
- Shipment Date
- Delivery Date
- Status Date
- Deliver To
- Delivery Address
- Contact Name
- Manufacturer Phone
- Agency Data Received
- User Agency Updated
- Weight Rating
- Fuel Type
- GPM
- MFG City
- MFG Highway
- MFG Combined
- Flex GPM
- Flex Fuel MFG City
- Flex Fuel MFG Highway
- Flex Fuel MFG Combined
- Color
- Vehicle Trim
- Date Agency Updated
- User Agency Updated

### Contract Case:

- Contract
- Contractor Name
- Mod Number
- Estimated Unit Price
- Actual Unit Price
- Order Date
- Quantity
- Contract Shipment Date

### Vehicle Data:

- Standard Item
- Standard Item Description
- Model
- Color
- Option Code

### Buyer Data:

- Buyer Name
- Buyer Phone

### Filtered Status by:

- Requisition In-House
- Requisition Ordered
- Requisition Cancelled

Process As: HTML

Enter query name here: [Enter] Save this Query
How to Avoid Ordering Mistakes

• Read the minimum requirements
• Verify and enter correct delivery addresses
• Verify and enter correct mailing addresses (Certificate of Origin - COV)
• Avoid being a box checker
• Contact GSA Vehicle Engineering with technical questions
• Review Motor Vehicle Delivery Order (MVDO)
• Sign up for Vendor Customer and Self-Service (VCSS)

No Returns!!!
Don’t Be a Box Checker

✓ L6 or L6CR = 6 foot Bed ($2,000)
✓ RS = Reclining Bucket/Captains Chairs ($1,200)
✓ WR = Increased GVWR (Can be a $10,000 mistake if combined with above options)
Final Words

- GSA is the mandatory source
- Read the minimum requirements
- Vehicle Engineering will assist you with any technical questions
- Verify all your address information
- Don’t be a box checker
- You play a critical role!
- Contact 844-472-1200 or vehicle.buying@gsa.gov with any questions
Reference Web Links

www.gsa.gov/automotive
www.autochoice.gsa.gov
apps.fas.gsa.gov/vehiclestandards/
www.gsaadvantage.gov
www.gsaelibrary.gsa.gov
How to Contact Us

GSA Vehicle Purchasing Customer Service
844-472-1200
vehicle.buying@gsa.gov