PROGRAM AUTHORITY CONCURRENCE:
This document is approved and authorized for public release.

8/1/2022

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Federal Acquisition Service, General Services Administration

7/27/2022

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Document Change History

<table>
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<th>Version</th>
<th>Date</th>
<th>Description</th>
<th>Prepared by</th>
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<td>1.0</td>
<td>March 23, 2020</td>
<td>Initial</td>
<td>Debbie Hren, Joseph Braxton, Bill Kinter</td>
</tr>
<tr>
<td>2.0</td>
<td>May 12, 2021</td>
<td>Change progress indicators for Phases 4-5. Update organizational names and roles; update process, agency requirements; add recent documentation as appendices</td>
<td>Debbie Hren, Joseph Braxton, Bill Kinter</td>
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<tr>
<td>3.0</td>
<td>July 25, 2022</td>
<td>Annotated completion of Phases 1-5. Updated to</td>
<td>Joseph Braxton, Debbie Hren</td>
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<td>Version</td>
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<td>indicate Continuity of Service project replaces Phases 6 and 7 of this project</td>
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1 Background

General Service Administration’s (GSA) Office of Enterprise Technology Solutions (ETS) currently provides mission critical telecommunications and information technology services to government agencies through the current suite of acquisition vehicles: Networx, Washington Interagency Telecommunications System 3 (WITS 3), Regional local service contracts as well as tariff services. With the GSA contracts set to expire, GSA initiated a follow-on acquisition called Enterprise Infrastructure Solutions (EIS) that merges the capabilities of the previous vehicles and meets agency needs for the next generation of telecommunications and networking solutions. The expiring contracts were originally extended to 2020; however, due to delays in transition and requests from agency customers, GSA collaborated with them to determine a need to further extend the contracts to May 2023.

As a condition of extending the expiring contracts, GSA requires agencies to meet certain critical milestones to be eligible to continue using the contracts during the extended period. The first of those milestones was to award all task orders by September 30, 2019. As of February 29, 2020, when this plan was first developed, only 6 agencies had awarded all task orders, and of approximately 120 solicitations expected to be used for task order awards, fewer than half had been submitted to GSA for scope review. As of February 28, 2021, the number of solicitations expected had increased to 212, and 33 of 99 agencies had awarded all task orders. This delay in completing the acquisition phase of transition created significant risk that agencies cannot disconnect their services from the expiring contracts by the target deadline of September 30, 2022.

To mitigate this risk and to enforce the eligibility condition for the extension of the expiring contracts, GSA initiated this Transition Closeout project. The goal of this project is to ensure all services are disconnected from the expiring contracts by May 2023.

UPDATE FOR 2022: In February 2022 GSA announced a new project to provide agencies an additional twelve months—between June 1, 2023 and May 31, 2024—to transition off of the expiring contracts. This “Continuity of Service” project rendered the Limiting Users activity of the Transition Closeout project as no longer necessary; in effect, Phases 6 and 7 of “Limiting Users on Extended Contracts” were replaced by the Continuity of Service project.

2 Objectives

GSA is implementing this Closeout Project to complete the disconnection of services from the expiring contracts in a phased approach. This approach is intended to achieve the following objectives:

- Avoid a large-scale disruption in telecom and networking services across the Federal Government at the expiration of the contracts
- Minimize the risk of adverse impacts to agencies’ operations
- Reduce the expense of administering the expiring contracts simultaneously with the EIS contracts
• Provide adequately progressing agencies that have substantiated needs with contracts on which to continue services without interruption through May 2023
• Decrease and stop the growth of services on expiring contracts that would only add services that then have to be transitioned.

3  GSA’s Action Plan

GSA is taking a twofold approach to implementing this plan. GSA is enforcing the requirement to limit use of the extended contracts to those agencies who are meeting certain critical milestones to be eligible to continue using the contracts. In addition, GSA is taking steps to minimize the growth of services on the extended contracts, which would increase what has to be transitioned, by freezing contract modifications and orders for new services. An overview is below, and detailed processes are described later in this plan.

3.1  Limiting Users on Extended Contracts

Beginning March 31, 2020, GSA is implementing this plan to limit users on the expiring contracts. The first step was to limit users to those that had active services, on the date the extension for each respective contract was executed. For Networx Universal contracts, this was effective on April 1, 2020; effective dates of the remaining 89 contracts vary according to each contract’s term. After that limiting users involves GSA’s ordering a gradual disconnection of services for agencies that have not made adequate progress in the transition to EIS. This is accomplished through a series of targeted warning notices to agencies, after which they have the opportunity to appeal not to be removed.

If the appeal is not granted, GSA subsequently notifies Networx, WITS 3, and Regional local service contractors of agencies that are removed from the Networks Authorized User List (NAUL), which specifies the agencies authorized by GSA to use the extended contracts (see Section H.2.3.a and b of those contracts). The contractors must then disconnect services for the agencies removed and cease billing per the terms and conditions of those contracts.

GSA conducts the removal of authorized users in phases. GSA determines the phasing based on the agency’s completion of awarded task orders on EIS, other indications of activity, and progress in transition, along with considering other special circumstances. NOTE: The agencies are tracked and specified on the NAUL at the level as defined in the Transition Entity list; generally, that is the department level for most large agencies, and Native American Tribes are treated individually. Most agencies’ disconnects will be completed no later than September 30, 2022.

3.2  Freezing Contract Modifications and Orders

Effective October 1, 2020, GSA implemented controls on its extended Networx, WITS 3, and Regional local service contracts by freezing all future growth on these vehicles. Specifically, on the Networx (Universal and Enterprise) and WITS 3 contracts, GSA ceased processing all contract modifications for new requirements. This control refers to modifications to the GSA
contracts, not to agencies’ task orders. For GSA’s Regional local service contracts and tariffs, GSA no longer fulfills any requests for additional services. All new services required should be provided under the EIS contracts.

GSA understands that in very rare cases, an agency may have a need that requires GSA to modify the extended contracts. To request a modification exception after the October 1, 2020 restriction date, the Agency Transition Sponsor (ATS) must provide the justification and required timeframe for the new requirement to the Senior Executive for ETS with cc: ots.mod.waivers@gsa.gov. The justification should include why the requirement cannot be fulfilled under EIS. GSA will review and adjudicate the exception request. If approved, the agency must provide a copy of the approval letter to the contractor for submission with the modification to GSA. Note that agencies removed from the NAUL will be prohibited from requesting any modifications on extended contracts.

Effective October 1, 2021, GSA will no longer accept or process any exception requests for its expiring contracts. Specifically, GSA will no longer process any contract modifications on the Networx and WITS 3 contracts or process any new service order requests on the Regional local service contracts or tariff accounts. On January 27, 2021, the Deputy Assistant Commissioner for Category Management sent an email to all agencies informing them of this new restriction (see Appendix E: Email Eliminating Exceptions to Mod Freeze).

4 Transition Closeout Project Schedule

Consistent with the schedule for the EIS Transition program, the Closeout Project will follow the schedule below.
### 5 Limiting Users on Extended Contracts

GSA asked agencies to sign written agreements in which the agencies committed to award their task orders by September 30, 2019. In a subsequent memorandum dated July 15, 2019 the Assistant Commissioner for ITC approved the “Plan for Limiting Users on Extended Contracts,” outlining the approach for enforcing agencies to meet certain critical milestones to be eligible to use the extended contracts (see Appendix C: Memorandum - Plan for Limiting Users on Extended Contracts July 2019). On March 11, 2020, the Assistant Commissioner for ITC sent a letter to all ATSS, LTMs, and TOCOs informing them of this approach (see Appendix D: Letter to Agency Transition Sponsors from AC ITC, 2020). Subsequently ITC published version 1.0 of a detailed plan for implementing the approach and shared this Project Plan for Closeout of Transition to EIS, dated March 23, 2020 with agency customers, industry partners, and the public.

In April 2021, due to multiple agencies failing to make adequate progress in the areas of releasing to industry all planned solicitations, completing disconnects when not using EIS, and making task order awards, ITC proposed revising phases 4 and 5 from the original plan to better enforce limiting the use of the extended contracts. On April 27, 2021 the Assistant Commissioner for ITC wrote a follow-on memorandum (see Appendix F: Memorandum - Plan for Limiting Users on Extended Contracts April 2021) presenting the revised path forward for enforcing the condition for the remaining time left on the expiring contracts and subsequently communicated this approach in a letter to all ATSS, LTMs, and TOCOs as well as GSA’s Regional Commissioners (see Appendix G: Letter to Agency Transition Sponsors from AC ITC, 2021).

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**Table: Project Plan for Closeout of EIS Transition**

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<tbody>
<tr>
<td>CIOs deliver Transition Plans to ITS*</td>
<td></td>
<td></td>
<td>10/31</td>
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<tr>
<td>Agencies Issue Solicitations to Industry*</td>
<td></td>
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<td></td>
<td></td>
<td>3/29</td>
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<tr>
<td>Agencies award EIS task orders*</td>
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<td></td>
<td></td>
<td>9/30</td>
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<tr>
<td>Disconnect Agencies Removed from Authorized Users List</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>In Phases 7/2020-8/2022</td>
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<tr>
<td>Freeze Networx and WITS Mods and LSA Orders</td>
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<td></td>
<td></td>
<td>10/1</td>
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<td>Transition 50% complete*</td>
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<td>Transition 90% complete*</td>
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<tr>
<td>Transition 100% complete (disconnects)*</td>
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<tr>
<td>Networx Extension 2</td>
<td></td>
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<td></td>
<td>5/31</td>
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<tr>
<td>WITS &amp; LSA Extension 2</td>
<td></td>
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<td></td>
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<td>5/31</td>
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*measured and reported monthly.

LSA = Local Service Agreement, another term used to describe Regional local service contracts.
Below are the phases and schedule for implementing and completing the approved approach for limiting the use of extended contracts.

5.1 Updated Phases and Target Disconnect Dates

GSA will identify agencies for each phase of removal from the NAUL based on each agency's status as defined by the progress indicators in the table below. GSA reserves the right to revisit the requirements for subsequent phases and refine the plan based on agencies' progress to further ensure timely completion of all milestones.

<table>
<thead>
<tr>
<th>Phase</th>
<th>Progress Indicator</th>
<th>Target Disconnect Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Non-responsive agencies--COMPLETE</td>
<td>Apr-Jul 2020</td>
</tr>
<tr>
<td>2</td>
<td>Agencies with no solicitations submitted for scope review and agencies indicating they will not transition services to EIS--COMPLETE</td>
<td>Sep 2020</td>
</tr>
<tr>
<td>3</td>
<td>Agencies with no solicitations released to industry--COMPLETE</td>
<td>Mar 2021</td>
</tr>
<tr>
<td>4A</td>
<td>Agencies that are: Disconnect only--not moving to EIS or Price only--not awarded--COMPLETE</td>
<td>Jun 2021</td>
</tr>
<tr>
<td>4B</td>
<td>Agencies with no solicitations awarded--COMPLETE</td>
<td>Aug 2021</td>
</tr>
<tr>
<td>5</td>
<td>Agencies that have not awarded all planned solicitations--COMPLETE</td>
<td>Sep 2021</td>
</tr>
<tr>
<td>6</td>
<td>Agencies with solicitations awarded but experiencing contractor-delayed installations and disconnects</td>
<td>No longer planned</td>
</tr>
<tr>
<td>7</td>
<td>Agencies with task orders awarded but services not expected to cut-over by September 2022. This is the Emergency Action Period (EAP)</td>
<td>No longer planned</td>
</tr>
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</table>

5.2 Process for Limiting Users

This section describes the general process for phases 1-6 to limit and disconnect users. See Appendix B: Process Flow for Limiting Users 2021 for a graphical depiction. Note that throughout the process, GSA conducts continual outreach to affected agencies, at both the working level and executive levels, for due diligence in ensuring awareness and assessing risk.
1) Limiting Use Transition Project Manager (LUTPM) and Transition Inventory (TI) Lead generate a proposed revision to the NAUL for agencies to be considered for the next phase. The revision will be a NAUL Workbook containing three worksheets:
   a. Cover Sheet: containing title, version, date, document purpose statement and signature block for the authorizing GSA official.
   b. NAUL: containing AB Codes, Agency Names, Sub-Agency Names and Active Service Instance Records (SIRs).
   c. Removed Agencies List: containing agencies for removal from the NAUL.

2) LUTPM convenes a meeting of the Closeout Core Team to review and come to consensus on criteria for each phase and agencies to be removed from NAUL for each phase. LUTPM documents discussion, factors for each agency’s inclusion in the phase, and decisions. For example, an agency which GSA has recently approved a modification exception request should be given strong consideration NOT to be removed from the NAUL.

3) LUTPM routes proposed revised NAUL Workbook as recommendation to Senior Executive for ETS for approval.

4) Senior Executive for ETS concurs and forwards to Director, IT Acquisition Operations to share with Contracting Officers (COs) and, for awareness, cc: Deputy Assistant Commissioner for Acquisition, all Division Directors in ETS, and all members of the Closeout Core Team.

5) COs send proposed revised NAUL Workbook to contractors, allowing them to prepare and offer feedback on agencies to be removed, should the contractors be aware of relevant circumstances GSA may not be aware of. The TI Lead will provide a summary spreadsheet of active inventory for each agency, specific to each contractor, giving contractors a chance to identify any major discrepancies or jeopardies back to TI Lead and LUTPM.

5a) Contractors provide feedback on removed agencies and inventory issues.

5b) Closeout Core Team revisit agency status to determine if phase criteria have recently been met.

6) LUTPM prepares warning letters for agencies to be removed from the NAUL and routes to Senior Executive for ETS for signature and transmittal to ATS, cc: LTM and TOCO. Warning letters will include a summarized list of active services and SIR counts for each service.

7) Agencies will have two weeks to reply to warning letters with an appeal explaining why they should not be removed from the NAUL. The Senior Executive for ETS will review and adjudicate appeals. LUTPM will document appeal and results for the record.

7a) LUTPM drafts the Phase Decision Matrix to capture Closeout Core Teams’ decision for approval of agencies’ submitted appeals and/or response.

7b) Closeout Core Team meets to complete the Decision Matrix.

7c) LUTPM brief the final Decision Matrix to Senior Executive for ETS for approval of Closeout Core Teams’ recommendation for appeals.

7d) LUTPM draft appeal response letters for signature.

8) LUTPM works with the Business Management Division to determine the need for and prepare a draft companion letter to accompany the NAUL Workbook.
9) LUTPM makes any updates to the revised NAUL Workbook and routes revised NAUL Workbook as recommendation to Senior Executive for ETS.
10) Senior Executive for ETS signs the NAUL Workbook electronically on Cover Sheet within the NAUL Workbook and delivers revised NAUL Workbook to Director, Business Management for:
   a. Forwarding to Contracting for transmittal to contractors
   b. Forwarding to the GSA Regional Local Service managers
   c. Providing copies to the Director, IT Acquisition Operations, Deputy Assistant Commissioner for Acquisition, ETS Division Directors, and members of Closeout Core Team.
11) Contractors assign POC for tracking disconnects and responding to GSA TI Lead and LUTPM.
12) Contractor POC confirms receipt, processes disconnects and submission of final invoice.
13) Order Writing Center initiates disconnects for Regional local services and Networx and WITS 3 contractors disconnect services for removed agencies.
14) TI Lead tracks and reports disconnect status and confirms when Transition Inventory shows removed agencies are 100% disconnected and billing has ended.
15) TI Lead determines TI shows 100% disconnected and no billing.

6 Freezing Contract Modifications and Orders

To stem the growth of the inventory that needs to be transitioned to EIS, GSA implemented a freeze effective October 1, 2020 on contract modifications on Networx and WITS and new orders on Regional local service contracts.

6.1 Initial Conditions

Once agencies are removed from the NAUL, GSA will not process any modifications or service orders, and their existing services will be disconnected.

6.2 Process for Freezing Modifications and Orders

This applies only to modifications and orders submitted after October 1, 2020 but before October 1, 2021. After that date, GSA will not allow any exceptions.

1) To receive an exception, the ATS must address a request to the Senior Executive for ETS with a copy to ots.mod.waivers@gsa.gov. The request must include:
   a. Description of the specific, urgent requirement with services/capability needed and locations/agency components involved
   b. Required dates of service
   c. Reasons EIS cannot satisfy the requirement
   d. Acknowledgement that it’s the agency’s responsibility to share with the contractor so that the contractor does not spend time developing a modification that won’t be approved.
2) The Modification Exception Team will review the request and make a recommendation to approve or disapprove to the Senior Executive for ETS. The review and recommendation will be based on factors such as:
   a. The agency’s status on the NAUL
   b. Can the requirement not be fulfilled on EIS?
   c. Is it operationally critical and cannot be delayed without mission degradation (impact is more than added cost and/or administrative burden)?
   d. If answers to all questions above are “yes,” recommend “Approve.” If any answer is “no,” recommend “Deny.”
3) The Modification Exception Team forwards the draft recommended response letter with justification to Senior Executive for ETS.
4) Senior Executive for ETS reviews, accepts or changes recommendation, and sends to IT Category Management (QT3) for concurrence.
5) QT3 concurs and sends to ITC for approval and signature of the letter.
6) ITC returns the signed exception response letter to Senior Executive for ETS for distribution.
7) Senior Executive for ETS e-mails the letter to the requesting ATS with copy to Business Management Division.
8) The Modification Exception Team records the decision and ensures all GSA stakeholders are aware of the approved exception.
9) If approved, the agency is responsible for providing the approved letter to its contractor for submission with each modification(s) in the NHC.
10) If disapproved, the contractor will not have a letter to submit with the modification(s), and the CORs will reject any modifications the contractor submits.

7 Rollout Plan & Notifications
A separate document details the communications plan for the announcement to freeze new services and limit use of contract extensions to external audiences. A summary of the communications plan for this project appears below.

7.1 Letters to Agency Transition Sponsors
The Assistant Commissioner for ITC sent a letter on March 11, 2020 to ATSs with copies to LTM and TOCOs announcing GSA’s approach to limiting users, freezing mods and orders, and the exception process. A copy of this letter is in Appendix D: Letter to Agency Transition Sponsors from AC ITC, 2020.

Subsequently, for this revised plan, the Assistant Commissioner for ITC sent a letter dated May 11, 2021 to ATS, cc: LTM and TOCO explaining the changes to the closeout project. GSA provided a copy to all stakeholders, including contractors and GSA’s Regional Commissioners. See Appendix G: Letter to Agency Transition Sponsors from AC ITC, 2021.
7.2 Draft NAUL Workbook and Companion Letter

The contracting officers sent their respective contractors a draft NAUL Workbook and a companion letter that explains:

1) After April 1, 2020, Networx Universal mods will be processed only for agencies on the NAUL.
2) After May 31, 2020, Networx Enterprise and WITS 3, mods will be processed only for agencies on the NAUL.
3) After October 1, 2020 for agencies who remain on the NAUL, no mods will be processed without an approved exception letter, which must accompany modification submission to the NHC. The agency is responsible for providing an approved exception letter to the contractor to accompany the modification.

7.3 Public Notification

Notification to the public is accomplished through updates to the Networx, WITS 3, EIS, and Local Telecommunications websites and addition to the EIS Transition website.

7.4 Congressional Notification

GSA included a description of the NAUL process in responses to Questions for the Record from the House Committee on Government Reform from a March 4, 2020 hearing.

8 Roles and Responsibilities

The table below identifies stakeholders and their roles and responsibilities that contribute to the successful implementation of the Closeout Project.

<table>
<thead>
<tr>
<th>Stakeholders</th>
<th>Responsibility</th>
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<tbody>
<tr>
<td>GSA Executives</td>
<td>Review, concur, and approve requests.</td>
</tr>
<tr>
<td>Senior Executive for Enterprise Technology Solutions</td>
<td>Designate GSA personnel for the Closeout Core Team. Adjudicate modification exception requests from agencies, inform GSA stakeholders and executives of decisions, and email response to requesting agencies. Adjudicate NAUL recommendations, inform GSA stakeholders, sign warning letters, adjudicate NAUL removal appeals, and sign the NAUL.</td>
</tr>
<tr>
<td>Director, IT Acquisition Operations</td>
<td>Receive a copy of the proposed revised NAUL.</td>
</tr>
<tr>
<td>GSA Contracting Officers for Networx and WITS 3</td>
<td>Send contractors the proposed and revised NAUL Workbook; include a companion letter.</td>
</tr>
<tr>
<td>Transition Program Director</td>
<td>Continue to manage Transition Program: track progress, identify and mitigate risks, initiate escalations as needed.</td>
</tr>
<tr>
<td>Stakeholders</td>
<td>Responsibility</td>
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<td>--------------------------------------</td>
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</tr>
<tr>
<td>Business Management</td>
<td>Enforce freeze on mods and new services and administer the exception process. Write a companion letter to contractors for NAUL if needed.</td>
</tr>
<tr>
<td>Division</td>
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<tr>
<td>Limiting Use Transition PM</td>
<td>Administer the NAUL process: Identify agencies to remove from NAUL; prepare warning letter to agencies proposed to be removed from NAUL; send signed warning letter.</td>
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<tr>
<td>Closeout Core Team</td>
<td>Come to consensus on criteria for each phase and agencies to be removed from NAUL in each phase.</td>
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<tr>
<td>TI Lead</td>
<td>Create TI Summary by contractor, by service. Track and report disconnects.</td>
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<tr>
<td>Order Writing Center</td>
<td>Initiate Regional local service disconnect process.</td>
</tr>
<tr>
<td>Service Delivery</td>
<td>Enforce freeze on Regional local service orders.</td>
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<tr>
<td>CORs</td>
<td>Process only modifications with an approved exception, monitor contractor performance, identify and mitigate risks, initiate escalations as needed.</td>
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<tr>
<td>Solution Brokers</td>
<td>Identify assigned agencies as non-responsive and provide history. Communicate plans and timelines with assigned agencies.</td>
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<tr>
<td>Technology Service Manager</td>
<td>Identify assigned agencies as non-responsive and provide history. Communicate plans and timelines with assigned agencies.</td>
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<tr>
<td>Agency Transition Sponsor</td>
<td>Receive and respond to warning letters. Submit exception requests for mods.</td>
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<tr>
<td>Networx and WITS 3 Contractors</td>
<td>Provide feedback to GSA on agencies to be removed from NAUL and TI discrepancies. Disconnect agencies removed from NAUL.</td>
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<tr>
<td>Regional Local Service contractors</td>
<td>Comply with GSA’s requests for disconnects.</td>
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<tr>
<td>Other GSA Branch Chiefs</td>
<td>Remain aware of project activities, inform respective branch personnel, and respond according to organizational roles.</td>
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Appendix A. Acronyms

AC    Assistant Commissioner
ATS   Agency Transition Sponsor
BMD   Business Management Division
CIO   Chief Information Officer
COR   Contract Officer Representative
EIS   Enterprise Infrastructure Solutions
ETS   Enterprise Technology Solutions
FAS   Federal Acquisition Service
FO    Fair Opportunity
GSA   General Services Administration
IT    Information Technology
ITC   Office of Information Technology Category
LTM   Lead Transition Manager
LUTPM Limiting Users Transition Project Manager
NAUL  Networks Authorized User List
NHC   Network Hosting Center
POC   Point of Contact
TI    Transition Inventory
TO    Task Order
TOCO  Transition Ordering Contracting Officer
TCC   Transition Coordination Center
WITS  Washington Interagency Telecommunications System
## Appendix B. Process Flow for Limiting Users 2021

<table>
<thead>
<tr>
<th>GSA</th>
<th>Agency</th>
<th>Networx and WITS 3 Contractor</th>
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<tbody>
<tr>
<td>1. LUTPM &amp; TI Lead generate a proposed revised NAUL Workbook based on Phase criteria.</td>
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<tr>
<td>2. LUTPM convenes meeting of Closeout Core Team members; members come to consensus on phase criteria and agencies to be removed from NAUL.</td>
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<tr>
<td>3. LUTPM sends proposed revised NAUL Workbook to Sr. Exec for ETS</td>
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<td>4. Sr. Exec for ETS concurs and forwards to Director, IT Acquisition Operations share with COs and to other GSA stakeholders for awareness.</td>
<td></td>
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<tr>
<td>5. COs send proposed revised NAUL with TI summary to contractors for feedback on removed agencies and inventory issues.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5a. Contractors provide feedback on removed agencies and inventory issues.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5b. Closeout Core Team revisits agency status to determine if phase criteria have recently been met.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. LUTPM prepares warning letters for Sr. Exec for ETS to sign and transmit to ATS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7a. LUTPM drafts Phase Decision Matrix</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7b. Core Closeout Team completes Decision Matrix</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7c. Core Closeout Team presents Decision Matrix and obtains Sr. Exec for ETS decision on appeals.</td>
<td></td>
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</tr>
<tr>
<td>7d. Draft Appeal Response Letters</td>
<td></td>
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<tr>
<td>8. Draft companion letter to contractors</td>
<td></td>
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<tr>
<td>9. LUTPM updates the revised NAUL Workbook and sends to Sr. Exec for ETS for signature</td>
<td></td>
<td></td>
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<tr>
<td>10. Sr. Exec for ETS signs NAUL Workbook and sends to Director, Business Management Div and to stakeholders</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Contractor assigns POC for tracking disconnects and responding to TI Lead and LUTPM</td>
<td></td>
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</tr>
<tr>
<td>12. Contractor POC confirms receipt, processes disconnects, submits final invoice</td>
<td></td>
<td></td>
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<tr>
<td>13. OWC initiates disconnect process for Regional local services</td>
<td></td>
<td></td>
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<tr>
<td>14. TI Lead tracks and reports disconnects</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. TI Lead confirms TI shows 100% disconnected and no billing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**LEGEND:**
- LUTPM = Limiting use Transition PM – Joseph Braxton
- COs = Contracting Officers for Networx & WITS 3
- OWC = Order Writing Center – Jim Bethke
- TI Lead = Transition Inventory Lead – Fred Adams
- ATS = Agency Transition Sponsors
- NHC = Network Hosting Center
- Contractor POC = point of contact for each contractor to oversee and provide interface to GSA for Closeout Project
- ETS = Enterprise Technology Solutions

**Limiting Users on Networx, WITS 3, and Regional Local Service Contracts 2021**
Appendix C. Memorandum - Plan for Limiting Users on Extended Contracts July 2019

July 15, 2019

MEMORANDUM FOR: Alan B. Thomas, Jr.
Commissioner
Federal Acquisition Service

FROM: William Zielinski
Assistant Commissioner, Information Technology Category
Federal Acquisition Service, GSA

SUBJECT: Plan for Limiting Users on Extended Contracts

As a condition of extending the expiring Networx, Washington Interagency Telecommunications System (WITS) 3, and Local Services contracts, GSA will require agencies to meet certain critical milestones in order to be eligible for an extension. This memorandum outlines the plan for enforcing the condition.

The Office of Information Technology Category (ITC) is making the Federal Acquisition Service (FAS) Commissioner formally aware of this extension plan in advance of communication to customer agencies as well as to the affected contractors.

GSA has sent agencies written agreements to sign, committing to award their task orders by September 30, 2019. Further, these agreements inform the agencies that administrative fees on the expiring contracts may increase; and processing contract modifications and new service orders on the expiring contracts may be curtailed during the extended time period.

To enforce this condition, ITC will include the following language in the extended contracts:

Beginning at a time to be determined after March 31, 2020, GSA will begin ordering a gradual disconnection of services for agencies that have not made adequate progress in the transition to EIS. This will be accomplished through a series of targeted warning notices to agencies and subsequent disconnect orders from GSA to Networx, WITS 3, and local service contractors. The contractor shall have all disconnect orders completed by the dates identified in the disconnect orders and cease billing effective as of those dates.

GSA intends to conduct the disconnects in phases. GSA will determine the phasing based on the following: the agency's completion of task order awards on EIS, other indications of activity and progress in transition, along with considering other special circumstances as outlined in the attached Addendum. Most agencies' disconnects shall be completed no later than September 30, 2022. GSA may approve, under extreme
circumstances, a few specific agencies to extend the use of the contract through an “Emergency Action Period” with disconnects to be completed by May 31, 2023.

During the contract extension process, GSA will present the contractor with a list of agencies that may be limited in their use of the extended contract according to the process described above. GSA will indicate whether the agency has awarded its EIS task orders and how many active services remain on the contract.

GSA will implement the enforcement according to the plan outlined in the attached addendum. If you have any questions, please contact Allen Hill, Director of the Office of Telecommunications Services at allen.hill@gsa.gov or 202-701-7891.

ATTACHMENT 1: Addendum: Detailed Objectives and Approach for Extension Plan
Addendum: Detailed Objectives and Approach for Extension Plan

a) Objectives
i) Limit the use of extended contracts to agencies demonstrating progress on transition to EIS
ii) Avoid a large-scale disruption in telecom and networking services across the Federal Government at the expiration of the Network and LSA contracts
iii) Minimize the risk of adverse impacts to Agencies’ operations
iv) Reduce the expense of administering the extended expiring contracts (Network, WITS 3, and LSAs) simultaneously with the EIS contracts
v) Disconnect agencies, in phases, to meet September 30, 2022 milestone for 100% completion of transition
vi) Authorize a limited number of agencies for Emergency Action Period, October 2022 through May 2023
vii) Assist a small number of agencies with sole-source task order on EIS, May 2023 through definitive end date

b) Approach
i) Track each agency’s progress on:
   1) Submitting solicitations for GSA scope review
   2) Releasing solicitations to Industry for proposal
   3) Awarding task orders by September 30, 2019
   4) Impacts and special circumstances due to factors such as, but not limited to, 1) protest, 2) lack of Authority to Operate, 3) lapse in appropriations or government shutdown, 4) GSA-Assisted acquisitions for small agencies, and 5) EIS contract modifications

ii) Confirm agency’s situation, contacts, and inventory and put into phases, such as:
P1. Services with no identifiable owner and non-responsive agencies
P2. No solicitations submitted for scope review
P3. No solicitations released to Industry
P4. Solicitations released but not awarded, no protest
P5. Solicitations released but under protest
P6. Contractor-delayed install and disconnects
P7. Task orders awarded but services not expected to cutover by May 2023

iii) Warning letter to agency

iv) Disconnect “order” letter to contractors
   1) Date of first phase of disconnect orders is TBD, date of last phase is August 2022
   2) 30 days to disconnect
   3) No billing after disconnect

v) Emergency Action Period
   1) GSA invites agency to submit request
   2) Request to GSA from Agency Transition Sponsor by March 2022
3) At least 30 days prior to the expiration of each extended contract, each Contracting Officer will issue a contract modification that 1) invokes the extension under Clause 32.217-6 Option to Extend Services and 2) modifies Clause H.2 with the new list of authorized users.

vi) Sole Source Transition
1) Agency will prepare and approve sole source justification and award short-term task order to temporarily move services from expiring contract to same service provider's EIS contract, if this is a possibility.
2) Agency subsequently completes transition to EIS provider previously selected through Fair Opportunity process.
3) GSA will assist, but the agency will be solely responsible for justification and task order acquisition.
March 11, 2020

Dear Agency Transition Sponsor:

Enterprise Infrastructure Solutions (EIS), the General Services Administration’s (GSA’s) 15-year, $50 billion contract vehicle, was designed to help meet agency mission needs by providing customer agencies with secure, resilient, cost-effective, innovative, and high-quality telecommunications solutions. The Federal Government is currently in the middle of the transition from the expiring Network, Washington Interagency Telecommunications System (WITS) 3, and Regional Local Service Agreement (LSA) contracts to the EIS contracts. This letter provides EIS Agency Transition Sponsors with an update on the actions GSA is taking to help ensure a timely and effective transition of all inventory from these expiring contracts onto EIS.

The expiring Network, WITS 3, and Regional LSA contracts were originally extended to 2020. As a result of delays in transition to the EIS contracts and requests from agencies, GSA is extending the expiring contracts by an additional three years to May 2023. These extensions allow the necessary time for agencies to complete transition and modernize.

In order for an agency to be eligible to continue using the contracts during the extension period, each agency must agree to meet certain critical milestones or GSA will take steps to limit the use of the extended contracts. GSA is also taking steps to curtail the growth of services on the extended contracts by freezing modifications while deploying resources to process EIS modifications for agencies awaiting solicitation award. Additionally, GSA intends to refocus its direct contractor-provided transition support to agencies.

Limiting Use of Extended Contracts
On March 31, 2020, GSA will begin to limit the use of its extended contracts for agencies that are not making progress towards transition. While the deadline for agencies to award task orders was September 30, 2019, GSA continues to monitor all transition activities that indicate progress, including solicitation release, task order awards, and disconnection of services from the extended contracts.

After March 31, 2020, GSA will disconnect agencies, in phases, to meet the September 30, 2022 milestone for 100% completion of transition. The first phase will include agencies that have been “non-responsive” to transition outreach from GSA. Future phases will be based on each agency’s status at that time and the individual circumstances impacting that agency’s transition progress, such as protests or pending contract modifications. The Agency Transition Sponsor will receive a notification before any services are disconnected, and there will be an opportunity for appeal.

Freezing Modifications on Extended Contracts
Effective October 1, 2020, GSA will implement controls on its extended Network, WITS 3, and LSA contracts by freezing all future growth on these vehicles. Specifically, on the Network (Universal and Enterprise) and WITS 3 contracts, GSA will cease processing all contract modifications for new requirements. This control refers to modifications to the GSA contracts, not to agencies’ task orders. For GSA’s Full Service Program, including the LSA contracts, GSA
will no longer fulfill any requests for additional services. All new services required by your agency should be provided under the EIS contracts.

GSA understands that in very rare cases, an agency may have a need that requires GSA to modify the extended contracts. To request a modification exception after the October 1, 2020 restriction date, the Agency Transition Sponsor may provide the justification and required timeframe for the new requirement to Mr. Allen Hill, GSA’s Executive Director of the Office of Telecommunications Services. The justification should include why the requirement cannot be fulfilled under EIS. GSA will review and adjudicate your exception request.

Modifications on EIS Contracts
As the transition off extended contracts progresses, the quantity of EIS modifications will continue to grow. GSA recognizes that many agencies have released their solicitations to the EIS suppliers and are waiting for contract modifications related to their solicitations to be evaluated and awarded by GSA. GSA is prioritizing modifications needed for agency awards. At the same time, the Networx contracts are on pace to process approximately 2,000 contract modifications in this fiscal year with the same GSA resources. These variables are driving the need to initiate the freeze of modifications on the extended contracts.

Contractor-Provided Transition Support
GSA will refocus direct contractor-provided transition support. As originally planned for October 1, 2020, GSA will no longer provide agencies with support for EIS solicitation development/evaluation and post-award transition through the Transition Ordering Assistance Task Order. Agencies are encouraged to perform this work for Fiscal Year 2021 using other agency contract vehicles or in-house resources. As an alternative, GSA is exploring the means to provide more technical engineering assistance for network, voice, and cloud transition, and will continue to communicate with agencies as the approach develops.

If you have any questions or concerns, please contact Allen Hill, Executive Director, GSA’s Office of Telecommunications Services at allen.hill@gsa.gov or (202) 701-7691.

Sincerely,

William Zielinski
Assistant Commissioner
Information Technology Category, Federal Acquisition Service

cc: Lead Transition Manager and Transition Ordering Contracting Officer
Appendix E. Email Eliminating Exceptions to Mod Freeze

January 27, 2021

Dear Agency Executive Transition Sponsor:

This letter provides you with an update on the transition to GSA’s Enterprise Infrastructure Solutions (EIS) contracts, the associated actions GSA is taking to help ensure a timely and effective close-out of the expiring Networx, Washington Interagency Telecommunications System (WITS) 3, and Regional Local Service Agreement (LSA) contracts, and information on alternatives your agency should consider now to manage the risk of missing critical transition milestones.

We recognize that each agency is at a different stage in their transition; however, we wanted to ensure the information provided below is available to all of our agency partners.

Transition Update
With the legacy contracts expiring on May 31, 2023, the Federal Government has less than three years to transition and disconnect expiring services. At the current disconnect rate, the government is not on track to meet the September 2022 milestone for 100% disconnection of expiring services. This situation creates a very real risk of disruptions to operations and the delivery of critical services to the public.

At the request of the Infrastructure Advisory Group, GSA extended the expiring Networx, WITS 3, and LSA contracts to May 31, 2023. These extensions allow the necessary time for agencies to complete transition and modernize. During the extension period, critical milestones have been widely publicized and agencies have been notified that failure to meet these milestones could make them ineligible to continue using the extended contracts. GSA is implementing its phased process for limiting the use of the extended contracts. GSA also took steps to curtail the growth of services on the extended contracts by freezing Networx and WITS modifications and LSA orders, and redirecting resources to process EIS modifications for agencies with pending task order awards. Only contract modifications and LSA orders with an approved exception are currently being processed.

Exceptions Will Cease on Expiring Contracts
Effective October 1, 2021, GSA will no longer accept or process any exception requests for its expiring contracts. Specifically, GSA will no longer process any contract modifications for new services on the Networx and WITS 3 contracts. This control refers to modifications to the GSA contracts, not to agencies’ task orders. For GSA’s LSA contracts, GSA will no longer fulfill any

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1 gs.gov/eistransition
requests for new services, including changes and relocation of existing services. All new services required by your agency should be ordered from the EIS contracts or other viable contracts.

Managing Risk – Alternatives to Consider Now
The transition milestone for 100% of all services disconnected from expiring contracts is September 30, 2022. The Network, WITS 3, and LSA contracts’ period of performance ends on May 31, 2023. Agencies in jeopardy of missing these dates should begin investigating options to continue those services until they can be transitioned. Failure to take action well in advance of the May 2023 expiration could result in disruption of services or adjudication action to enable the agency to pay for services received without a valid contract.

Attached to this letter is a table (Attachment A) that lists acquisition strategy options an agency can pursue for continuity of services that are currently on the expiring GSA contracts in the event that the current services are not transitioned prior to contract expiration. GSA recommends that your agency’s Lead Transition Manager consult with your Transition Ordering Contracting Officer to determine the best approach for continuity of the remaining services.

If you have any questions or concerns, please contact me at allen.hill@gsa.gov or (202) 701-7891. If you are not able to reach me, you are also welcome to contact our Acting Executive Director for Enterprise Technology Solutions, Ms. Amy Haseltine, at amy.haseltine@gsa.gov or (202) 403-7052.

Sincerely,

[Signature]

Allen Hill
Deputy Assistant Commissioner for Category Management
Information Technology Category
Federal Acquisition Service

cc: Lead Transition Manager and Transition Ordering Contracting Officer

Attachment A: Acquisition Strategy Options
## Attachment A: Acquisition Strategy Options

**Risk:** An agency has selected its EIS vendor(s) but it is clear that some of the services transitioning to EIS may not be moved before the Network, Washington Interagency Telecommunications System (WITS) 3, and Local Service Agreement (LSA) contracts expire on May 31, 2023.

**Mitigation:** Below are options that an agency could consider to avoid a disruption to these services or having to adjudicate payment for these services if they continue to be provided without a valid contract. **Note:** *Multiple contract actions may be required where an agency is served by multiple providers. Agencies should start soon to complete on time.*

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
<th>Benefits</th>
<th>Challenges</th>
</tr>
</thead>
</table>
| Exception to Fair Opportunity or Limited Source Justification (LSJ) | Award short term task order(s) on EIS or Multiple Award Schedule contract held by the incumbent service provider that can continue service until they are transitioned to EIS | • Because award is to incumbent, physical transition may not be needed  
• Some services (Virtual Private Network, Ethernet) may cost less  
• If task order under EIS, includes Government Minimum Revenue Guarantee  
• If EIS and uses Minimum Revenue Guarantee justification, protest risk reduced | • Requires Exception to Fair Opportunity justification(s) in accordance with Federal Acquisition Regulation (FAR) 18.005 or a LOJ in accordance with FAR 6.4C5-2, both are required to be posted over Simplified Acquisition Threshold; can be protested  
• Time and resources needed to execute  
• Prices (e.g., T1-division multiplexing voice) may be higher  
• All services must be under contract  
• Terms and Conditions (T&Cs) and support changes  
• Agency responsible for FARS compliance |
| Sole-Source (Part 15 procurement) | Agency awards a sole source contract(s) to vendor(s) of their choice | • Agency sets T&Cs | • Justification for Other Than Full and Open Competition (OTOF) is required—difficult to justify with multiple current providers  
• Likely to cost more  
• Must start soon to complete on time  
• May require a second transition to EIS  
• Agency responsible for FARS compliance  
• No access to GSA information/resources as under Network/WITS/ES |
| Competitive Open Market Like-for-Like | Agency conducts a full and open competition to | • Agency sets T&Cs  
• No justification needed | • Potential for no bid  
• Pressure pre-award protest  
• Time & Resources needed for new acquisition(s) |
## PROJECT PLAN for CLOSEOUT OF EIS TRANSITION

version 3.0

<table>
<thead>
<tr>
<th>Continue services like-for-like</th>
<th>Likely to cost more</th>
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<tbody>
<tr>
<td></td>
<td>4. Start soon to 5.</td>
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<td>8. Time</td>
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<td>9. May require</td>
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<td></td>
<td>10. A second</td>
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<td></td>
<td>11. Physical</td>
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<tr>
<td></td>
<td>12. Transition</td>
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<td>13. To EIS</td>
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</table>
Appendix F. Memorandum - Plan for Limiting Users on Extended Contracts April 2021

April 27, 2021

MEMORANDUM FOR: Sonny Hashmi
Commissioner, Federal Acquisition Service

FROM: Laura Stanton
Assistant Commissioner, Information Technology Category
Federal Acquisition Service, GSA

SUBJECT: Revised Plan for Limiting Users on Extended Contracts 2021

The Office of Information Technology Category (ITC) is formally notifying the Federal Acquisition Service (FAS) Commissioner of the revised plan to limit users on the extended Networx, Washington Interagency Telecommunications System (WITS) 3, and Local Services contracts in advance of communication to customer agencies and affected contractors.

In accordance with guidance from GSA’s Senior Procurement Executive as a condition of extending the expiring Networx, WITS 3, and Local Services contracts, GSA has required that agencies meet certain critical milestones to be eligible to use the extensions. This memorandum is a follow on to the Office of Information Technology Category’s (ITC) July 15, 2019 memo to the Commissioner re: Plan for Limiting Users on Extended Contracts and presents the intended path forward for enforcing the condition for the remaining time left on the expiring contracts. The original plan outlined seven phases and a timeline for limiting users and contract modifications. Given recent agency progress, and the need for enhanced attention and acceleration, it is appropriate to revise the plan.

BACKGROUND

GSA requested agencies sign written agreements in which the agencies committed to award their task orders by September 30, 2019. These agreements informed the agencies that administrative fees on the expiring contracts may increase, and processing contract modifications and new service orders on the expiring contracts may be curtailed during the extended time period. Some of the agencies that will be impacted by the effort to limit users did not sign those agreements.

To enforce this condition, ITC included the following language in the extended contracts:

Beginning at a time to be determined after March 31, 2020, GSA will begin ordering a gradual disconnection of services for agencies that have not made adequate progress in the transition to EIS. This will be accomplished through a series of targeted warning notices to agencies and subsequent disconnect orders from GSA to Networx, WITS 3, and local service contractors. The contractor shall have all disconnect orders completed
by the dates identified in the disconnect orders and cease billing effective as of those dates.

GSA intends to conduct the disconnects in phases. GSA plans to obtain written agreements in place with the agencies stating they will award their task orders by September 30, 2019. GSA will determine the phasing based on the agency’s completion of awarded task orders on EIS, other indications of activity, and progress in transition, along with considering other special circumstances. Most agencies’ disconnects shall be completed no later than September 30, 2022. GSA may approve, under extreme circumstances, a few specific agencies to extend the use of the contract through an “Emergency Action Period” with disconnects to be completed by May 31, 2023.

During the contract extension process, GSA will present the contractor with a list of agencies that may be limited in their use of the extended contract according to the process described above. GSA will indicate whether the agency has awarded its EIS task orders and how many active services remain on the contract.

Subsequent to the July 15, 2019 memo, on March 11, 2020 the Assistant Commissioner for ITC sent a letter to all Agency Transition Sponsors informing them of this condition and the approach to enforcing it. Following that, ITC published a detailed plan (EIS Transition CLOSEOUT PROJECT PLAN v1) for implementing the approach in the memo. GSA shared this Project Plan for Closeout of Transition to EIS, dated March 23, 2020 with our agency customers, industry partners, and the public. We will revise this plan and share it similarly.

CURRENT SITUATION

In spite of extensive, advanced communications and ongoing outreach, several agencies lag behind government-wide milestones re: EIS transition. For example, on January 27, 2021 the Deputy Assistant Commissioner for Category Management sent a letter (Letter to Agency Transition Sponsors January 2021) to all agencies informing them that “Effective October 1, 2021 . . . GSA will no longer process any contract modifications for new services on the Networx and WITS 3 contracts.” In addition, many large and medium-sized agencies are still struggling to complete the solicitation phase of transition to EIS and could be subject to significant mission impacts if GSA continues to implement the limitation of users as originally planned. Therefore, the ITC/ETS team is recommending key updates to the Transition Closeout plan in an effort to enhance agency accountability and accelerate progress toward key transition milestones. All changes are intended to reinforce the criticality of methodically executing an EIS transition plan, while simultaneously acknowledging the foundation of EIS-related services to an agency’s mission. The attached Summary of Revisions to the Transition Closeout Plan 2021 outlines the changes necessary to reflect these developments. If you have any questions, please contact Amy L. Haseltine, Acting Executive Director of the Office of Enterprise Technology Solutions at amy.haseltine@gsa.gov or 202-403-7052.
 ATTACHMENT 1: Summary of Revisions to the Transition Closeout Plan 2021

1. Changes to Phases for Limiting Users

<table>
<thead>
<tr>
<th>Phase</th>
<th>Option Description</th>
<th>Number of Agencies</th>
<th>Agency Category</th>
<th>Impact of Change on Agencies</th>
<th>Target Disconnect Dates</th>
</tr>
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<tbody>
<tr>
<td>1-3</td>
<td>Completed: 43 agencies</td>
<td></td>
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<td></td>
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<td>4</td>
<td>Current Definition: Agencies with solicitations released but not awarded and not under protest / Price-Only (Added by Core Team)</td>
<td>65: Total</td>
<td>8: Large Agencies 12: Medium Agencies 30: **SANAT with Solicitations 15: ***Price-Only</td>
<td></td>
<td>May 2021</td>
</tr>
<tr>
<td>4A</td>
<td>Proposed Change: Disconnect-Only—Not Moving to EIS AND Price-Only—Not Awarded</td>
<td>32: Total</td>
<td>17: SANA *<em>Disconnect Only 15: SANA</em> Price Only not awarded</td>
<td>OVERALL BENEFIT. SANATS not moving to EIS will actually help them get their disconnects done because they will not have to write the disconnect orders. Price-Only SANATS will motivate them to use the price report GSA did for them and proceed with awarding the task order</td>
<td>June 2021 - Agencies identified ASAP and accelerated the process.</td>
</tr>
<tr>
<td>4B</td>
<td>Proposed Change: Agency with No Solicitations Awarded</td>
<td>52: Total</td>
<td>3: Large Agencies 9: Medium Agencies 40: SANA*</td>
<td>MORE FOCUSED. Targets agencies that have not completed ANY acquisition activities (task order awards) and gives more time to those that have demonstrated progress by making some task order awards</td>
<td>August 2021 - Agencies identified April 2, 2021</td>
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<td>Current Definition: Agencies with solicitations released but not awarded because of protest or pending contract modification.</td>
<td>Too early to determine agencies with protest and contract mods, excludes agencies with no solicitations released</td>
<td>September 2021</td>
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<td>5</td>
<td>Proposed Change: Agency has not awarded all planned solicitations</td>
<td>78: Total Note: See Tab ‘Proposed Phase 5’ for list of agencies. List of agencies as of 04/08/2021. List subject to change based on agencies transitioning.</td>
<td>8 Large Agencies 13: Medium Agencies 57: SANAT CLEAR AND COMPREHENSIVE. Eliminates need to distinguish why agency hasn’t awarded task orders and targets all agencies remaining stuck in the acquisition phase</td>
<td>September 2021 - Agencies identified June 1, 2021</td>
<td></td>
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<tr>
<td>6</td>
<td>Current Definition: Agencies with solicitations awarded but experiencing contractor-delayed installation and disconnects.</td>
<td>No changes at this time</td>
<td>March – August 2022</td>
<td></td>
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<td>7</td>
<td>Current Definition: Agencies with task orders awarded but services not expected to cut over by September 2022. This is the Emergency Action Period (EAP)</td>
<td>No changes at this time</td>
<td>September 2022 – May 2023</td>
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* Note the list of agencies is subject to change as they make progress over time.
** SANAT = Small Agencies and Native American Tribes
*** Price-Only - Agencies with total projected expenditures less than the Simplified Acquisition Threshold (SAT) who are conducting a Price Only analysis and have not made a task order award
**** Disconnect-Only - Agencies not moving to EIS who must disconnect all services from the expiring contracts

2. Changes to Freezing Contract Modifications and New Orders
Current Description in the Plan: "To stem the growth of the inventory that needs to be transitioned to EIS, GSA is implementing a freeze effective October 1, 2020 on contract modifications on Networx and WITS and new orders on Regional local service contracts. The agency may request an exception."

Revision: "Effective October 1, 2021, GSA will no longer accept or process any exception requests for its expiring contracts. Specifically, GSA will no longer process any contract modifications for new services on the Networx and WITS 3 contracts." The plan will continue to allow for exceptions up to the October 2021 date.

- The revised language eliminates the opportunity for agencies to request an exception. This change would represent a clarification of our earlier guidance and reinforce the need for agencies to accelerate and/or maintain progress.
Appendix G. Letter to Agency Transition Sponsors from AC ITC, 2021

May 11, 2021

Dear Agency Transition Sponsor:

The Enterprise Infrastructure Solutions (EIS), the U.S. General Services Administration’s (GSA’s) 15-year, $50 billion contract vehicle, was designed to help meet agency mission needs by providing customer agencies with secure, resilient, cost-effective, innovative, and high-quality telecommunications solutions. The Federal Government is currently in the middle of the transition from the expiring Networx, Washington Interagency Telecommunications System (WITS) 3, and Regional local service contracts to the EIS contracts. This letter provides EIS Agency Transition Sponsors with an update on GSA’s actions to help ensure a timely and effective transition.

The expiring Networx, WITS 3, and Regional local service contracts were originally extended to 2020. Delays in transition to the EIS contracts and requests from agencies in October 2016, GSA decided to extend the expiring contracts to May 2023 to allow time for agencies to complete transition and modernize. GSA’s decision to extend the expiring contracts to May 2023 and utilization of such contracts under the extended expiration dates was, and is, predicated upon agencies making progress toward the transition to EIS (or an alternative acquisition framework).

On March 23, 2020, GSA published the PROJECT PLAN FOR CLOSEOUT OF TRANSITION TO EIS, VERSION 1.0, detailing GSA’s approach to enforcing the conditions for using the extended contracts. The original plan outlined seven phases, key progress indicators, and a timeline for limiting users and contract modifications. As of this date, Phases 1 through 3 of the “Closeout Project” have been completed. Recent agency progress requires enhanced attention and accelerated efforts, therefore GSA has updated our Project Plan and it is attached and summarized below.

Limiting Use of Extended Contracts

As noted above, GSA’s Networx, WITS 3 and Regional local service contracts expire on May 31, 2023, and with that expiration date in mind, GSA set a milestone for agencies to complete 100% of their transition activities by September 30, 2022. Effective March 31, 2020, GSA began to limit the use of its extended contracts for agencies that are not making progress towards transition. A key factor driving progress is agencies completing EIS task order awards; GSA’s deadline for agencies to award EIS task orders was September 30, 2019. Given that many agencies have not yet completed their task order awards, this remains a major factor in whether the agency may continue to use the extended contracts.

GSA is using a phased approach to limit agency users based on their reported progress by removing the agency from the Networks Authorized User List (NAUL) of the extended contracts
and directing the contractors to disconnect the agency’s services. GSA will now identify agencies for Phases 4 and 5 based on the indicators of progress below.

- Phase 4A: Agencies disconnecting services and not transitioning them to EIS and agencies for whom GSA has provided a report for a price-only fair opportunity decision, but the agency has yet to award the task order. Services will be disconnected by June 30, 2021.
- Phase 4B: Agencies that have not awarded any EIS task orders for their solicitations. Services will be disconnected by August 31, 2021.
- Phase 5: Agencies that have not awarded EIS task orders for all their solicitations. Services will be disconnected by September 30, 2021.

Freezing Modifications on Extended Contracts

Effective October 1, 2020, GSA implemented a freeze on growth of services on its extended Networx, WITS 3, and Regional local service contracts and tariffs. Specifically, on the Networx and WITS 3 contracts, GSA ceased processing contract modifications for new requirements. For GSA’s Regional local service contracts and tariffs, GSA no longer fulfills any requests for additional services. All new services required should be acquired under the EIS contracts.

GSA understands that an agency may have a mission critical operational need that requires GSA to modify the extended contracts, and GSA has been allowing exceptions in such cases. However, the deadline for 100% disconnect from the expiring contracts is now only 16 months away. Effective October 1, 2021, GSA will no longer accept or process any exception requests for contract modifications on the Networx and WITS 3 contracts or new service orders on the Regional local service contracts and tariffs. On January 27, 2021 the Deputy Assistant Commissioner of Information Technology Category sent an email to all agencies informing them of this new restriction.

GSA will continue to monitor individual agency and government-wide agency progress toward EIS transition, and adjust programmatic and customer support strategies as needed. For all agency customers, GSA’s technical assistance tools can be found at Enterprise Infrastructure Solutions website. If you have any questions or concerns, please contact Amy Haseltine, Acting Executive Director, Office of Enterprise Technology Solutions at amy.haseltine@gsa.gov.

Sincerely,

Laura J. Stanton
Assistant Commissioner
Information Technology Category, Federal Acquisition Service

cc: Lead Transition Manager and Transition Ordering Contracting Officer

Attachment: Project Plan for the Closeout of Transition to EIS