# Department of Veterans Affairs

# Memorandum

Date: MAR 2 6 2007

From: Assistant Secretary for Information and Technology (005)

Subj: VA Use of the Veterans Technology Services (VETS) Governmentwide Acquisition Contract (WebCIMS 375951)

To: Under Secretaries, Assistant Secretaries and Other Key Officials

1. Veterans Technology Services Government wide Acquisition Contract (VETS GWAC) is a small business set-aside contract for service-disabled veteran-owned (SDVO) small technology firms with a $5 billion program ceiling. In accordance with the Department's mission to serve veterans, VA determined that the VETS GWAC contracts would be a preferred source for VA Information Technology (IT) Service Contracts.

2. These pre-competed, easy to use contracts were awarded in December 2006, and are now available for use. Although this contract vehicle affords increased contracting opportunities for small businesses owned by veterans, ordering procedures are based on fair opportunity (FAR 16.505). Information on the Delegation of Ordering Authority and a 15-minute training session for which contracting officers can register is available online at www.gsa.gov/vetsgwac. The site also includes an overview of this set-aside contract, a list of the VETS contract holders and guidance on using VETS GWAC. If VA has a requirement that cannot be met by one of the more than 40 vendors on contract, then the purchaser should use the Austin Automation Center (AAC) Global Information Technology support Services (GITSS) Contract or GSA Schedules.

3. The IT Tracker approval process continues to be required for all IT and IT related acquisitions whether or not IT funding is used. Any services and/or products that have the potential to store data and/or the potential to connect to, or affect, the VA network must be approved through IT Tracker.

4. If you have any questions, have a member of your staff contact Gary Shaffer, Director, IT Capital Execution Service (005P2) at 202-357-3923.

Robert T. Howard