MAS, Nonstandard, Express Desk Orders, and You

By Claudia Epps, Charlesvincent Agbisit, and Ben Koses
Let The Show Begin!
Agenda

- Introduction
- A Volunteer (Customer Meetings)
- Multiple Award Schedules (MAS)
- Nonstandard Vehicle Program
- Express Desk
- Encore
- The Reveal

- “...each executive agency shall submit to GSA for procurement its orders for purchase in the United States of all new passenger motor vehicles…”

41 Code of Federal Regulations 102-34.35

- Motor vehicle means any vehicle, self propelled or drawn by mechanical power*, designed and operated principally for highway transportation of property or passengers

*Trailers are mandatory with minor exceptions
How does Non-SOP stack-up

In FY23:

- 40,074 vehicles ordered Government-wide

- 483 ordered through Non-SOP
  - 237 - Express Desk
  - 215 - MAS
  - 31 - Non-Standard Vehicle Program
Vehicle Procurement Flow Chart

Customer Intake

Customer Meeting

Non Standard
- * SOP
- * MAS
- * ExD

MAS Direct Acq.

AutoChoice

Engineering

Contracting

Contract Award

Vehicle Delivery & Acceptance
Customer Meetings

Standard for most non-SOP orders
Help us help you!

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Solution</th>
<th>Expectation</th>
</tr>
</thead>
</table>

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Multiple Award Schedule (MAS)
What can you buy through Autochoice MAS?

MAS Large Category Transportation and Logistics Services:

Motor Vehicles (non-Combat):

Primary SINs:

- Fire Fighting Apparatus (SIN 3361)
- Law Enforcement Vehicles (SIN 3361)
- Special Vocational Vehicles (SIN 3361V)
- Low Speed Vehicles (SIN 33611)
- Trailers (SIN 336212)
- Tank Trucks (SIN 336211)
Direct Acquisition

Purchaser: Your agency

Method: Directly with vendor

Fee: None
MAS Self-Service

Purchaser: GSA on your behalf

Method: GSA MAS contracts

Fee: 2% of the quoted price
MAS Self Service Under/Over the SAT

- Request for Quote (RFQ)
- RFQ amendment docs
- Quotes received
- Source selection
- FAR 8.405-4 compliance
- Brand name justification
- Funding document
- Interagency Agreement (if more than $600,000)
Federal Acquisition Regulations strongly prefers eBuy for procurements above the Simplified Acquisition Threshold.
MAS Assisted Acquisition

Purchaser: GSA on your behalf

Method: GSA MAS contracts

Fee: 10% of the quoted price
## MAS Required Documents

<table>
<thead>
<tr>
<th>Required Documents Uploaded in AutoChoice</th>
<th>Direct</th>
<th>Self</th>
<th>Assisted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for Quotes and Subsequent Modifications</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle Specifications/Requirements</td>
<td>x</td>
<td>x</td>
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<tr>
<td>Proof items are on GSA Schedule</td>
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<tr>
<td>Quotes Received and Source Selection</td>
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<tr>
<td>Funding Document</td>
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<td>Three Surveys (under SAT) or three Quotes (over SAT)</td>
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<tr>
<td>Interagency Agreement (IAA)</td>
<td>x*</td>
<td>x</td>
<td></td>
</tr>
</tbody>
</table>

*IAA needed if MAS Self Service is over $600,000*
Multiple Award Schedule Program

Two methods of submitting a Request for Quotes (RFQ) for the automotive program:

1. eBuy

2. Obtaining a minimum of three written quotes
MAS Resources

336212: Trailers and Attachments

336211: Tank Trucks

3361V: Vocational Bodies

336211V: Vocational Bodies

3361: Law Enforcement and Fire Fighting Vehicles
MAS Self Service Tips and Tricks

• Post your solicitation to GSA eBuy for 30 days or more

• Post your solicitation to ALL contract holders under the selected SIN

• List your best value factors (FAR 8.405-1(f)) in your RFQ (e.g., past performance, delivery terms, etc.)
MAS Resources

GSA Advantage

GSA eBuy is a powerful and intuitive acquisition tool used by thousands of US federal agencies and military services worldwide to achieve required competition, best pricing and value. GSA eBuy saves you time and money - all while keeping you FAR compliant.
Nonstandard Vehicle Program
Nonstandard Vehicle Program

- Unique and specialized vehicles that are not available through SOP or MAS
- Fee for the first vehicle is 10% and 2% for each additional vehicle
Nonstandard Vehicle Program

Project Management

Engineering

Contracting

Quality Assurance

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Required Documents

1. Funding document
2. Vehicle specifications
   a. Minimum general specifications for the engineers to reference

GSA Fleet will assist the customer with all necessary documentation (i.e., vehicle specifications, quotes, etc.)
Nonstandard Process

- Customer intake meeting
- Customer submission of required documents
- Document review
- AutoChoice order submission
- Customer kick-off meeting
- Vehicle specifications finalized
- Solicitation
- Source selection
- Prebuild Meetings
- Contract award
Express Desk
Express Desk

The Magic Phrase Is

Harm to the Federal Government and your agency mission
Express Desk

- Market prices
- No speciality vehicles
Express Desk Requirements

1: Urgent requirement justification
   a. Must be signed by GS-15 or equivalent

2: Funding document
   a. Must be signed by funds approver or budgetary official
   b. 2% fee. 5% in Aug/Sept

3: Vehicle specification sheet

4: Market research
   a. Dealerships must be registered in SAM

5: InterAgency Agreement
The Midnight Stroke

The following are NOT justifications for using Express Desk.

- Poor planning or negligence
- Expiration of fiscal year funds
- It closed for ordering but we really want it
Name Brand Justification

FAR 11.1 and FAR 13.501

(Blank) is the only one with the...

- Engine
- Wheelbase
- Off-road capability
- Aftermarket part availability
- Specs
- Etc.

To meet mission requirements
Unusual and Compelling Urgency

- Other than full and open competition
- Very rare

- FAR 6.302-2
- FAR 6.303-2
Encore

- Standardized request forms
- Interagency Acquisition (IAA)
- Ordering through GSAFleet.gov
Ordering through GSAFleet.gov
Purchase

Standard Vehicle Ordering Program

The Fleet Standard Vehicle Ordering Program is GSA Fleet’s most popular method for vehicle purchasing and provides an easy to use online vehicle ordering tool that helps you choose the right vehicles for your agency. You can use the Standard Vehicle Ordering Program to configure vehicles, choose equipment and color options, and view side-by-side comparisons of vehicle models. You can also check your order status, find fuel ratings, choose dealerships, and run reports. Vehicles you purchase through our online vehicle ordering tool are built-to-order with a delivery time frame based on vehicle type, equipment and color choices, and delivery location.

Can’t find what your looking for?

If you’re unable to find the right vehicle for your agency using our Standard Vehicle Ordering Program, consult with one of our Offering Support Professionals. Working with a team of Fleet Engineers they can assist with meeting your vehicle requirements using the following methods:

- Multiple Award Schedules
- Non-Standard Vehicles
- Urgent Vehicle Order

Just Browsing

View vehicles and options to see what is currently available without placing an order.

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Please confirm/acknowledge before continuing...

I acknowledge that by continuing the **Non-Standard Vehicle Ordering Options with GSA's Integrated Process Team (IPT)** that I will incur a fee for services provided in the technical requirements development to end user delivery.

Please follow the link below to enter your vehicle requirements using the **IPT Request Intake:**

[ IPT REQUEST INTAKE ]

[ Confirm acknowledgment ]

[ Cancel ]

[ Continue Non-standard Vehicle Order Options ]
Non-Standard Vehicle Ordering Options

In the event your Agency is unable to find the right vehicle using our Standard Vehicle Ordering Program, GSA Fleet is able to provide several offering options to find the vehicle that meets your Agency’s mission. Please consult with one of our Offering Service Professionals so that we can ensure your Agency is selecting the best offering option. You can initiate a consultation with one of our Offering Service Professionals by emailing your requirements to helpdesk@gsafleet.gov

Urgent Requirement
Choose this option if you have an unusual and compelling urgency that requires you to obtain a vehicle(s) that can typically be fulfilled within 30 days.

Multiple Award Schedules (MAS)
Vehicle requests for requirements that can be fulfilled utilizing GSA Multiple Award Schedule contracts. These orders can be completed by customer agencies directly through GSA Advantage or with GSA’s assisted acquisition professionals.

Non-Standard Vehicle
Requests for customized or unique non-tactical vehicle requirements. This program provides a turnkey solution to agency customers with GSA Vehicle Engineering support, Project Management support, and Contracting Officer support.
Vehicle Specifications

- **Provide vehicle specifications:** Please provide the vehicle specifications and minimum requirements to fulfill the agency mission. Provide as much information as possible. Ordering submissions of ambiguous requirements will be cause GSA to reject or return the request.

- **Vehicle Type:**
  - Ambulance

- **Drive train:**
  - Drive train

- **Quantity:**
  - 25

- **Color:**
  - Red

- **Fuel type:**
  - Gasoline

- **Gross vehicle weight rating (lbs):**
  - 5000

- **Gross combined weight rating:**
  - 5000

**This is an Urgent Requirement**
The Express Desk processes vehicle orders for government agencies with urgent requirements. Agencies must justify the urgent and compelling reasons for using the Express Desk instead of waiting for the normal procurement cycle and delivery time to take place.
## Requisitions and Orders

Draft requisitions are orders that have not yet been submitted. Any incomplete draft will be canceled within 45 business days. Canceled drafts will be deleted after 90 days. Requisitions which have been submitted and approved will display within the Orders tab.

### Requisitions

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<th>Requisition name</th>
<th>Requisition status</th>
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</tbody>
</table>

Displaying 1-3 of 20 Items
Introducing the Non-SOP Team

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Adam Winchester
Dustin Scott
Daniel Lord
Ben Koses
Claudia Epps
Any Volunteers for Questions?