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BG 29.97



DEPARTMENT OF THE AIR FORCE  
HQ WARNER ROBINS AIR LOGISTICS CENTER (AFMC)  
ROBINS AIR FORCE BASE GEORGIA

17 JUL 1997

MEMORANDUM FOR SEE DISTRIBUTION

FROM: WR-ALC/FMF

SUBJECT: Acquiring Advisory and Assistance Services (A&AS) from the General Services Administration (GSA) Federal Supply Schedules

The attached correspondence which encourages the use of GSA schedules as a source for A&AS contracts is forwarded for your information/action. Questions about funding/budgeting for A&AS may be directed to Eddie Maddox/FMFB at extension 6-2990 and questions related to contracting for A&AS may be directed to Linda Fountain/PKPB at extension 6-9003.

JERRY L. SMITH, Chief  
Financial Services & Analysis Division  
Financial Management & Comptroller

Attachment:  
A&AS info

DISTRIBUTION:

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70-41 Atch 97-13D (FAR 37) Post to FAR 37.2 by circling the reference and noting in the margin: "See 70-41, Atch 97-13D, which encourages use of GSA schedules as a source for A&AS contracts." Then file the atch behind the sups to FAR 37.



DEPARTMENT OF THE AIR FORCE

Air Force Materiel Command  
Wright-Patterson Air Force Base Ohio

1 JUL 1997

MEMORANDUM FOR DISTRIBUTION

FROM: HQ AFMC/DRM  
4375 Chidlaw Road, Suite 6  
Wright-Patterson AFB OH 45433-5006

SUBJECT: Acquiring Advisory and Assistance Services (A&AS) from the General  
Services Administration (GSA) Federal Supply Schedules

1. The attached memo from SAF/AQX forwards direction on using the GSA Federal Supply Schedules as a source for A&AS. Request that the center A&AS focal point disseminate this information to the appropriate offices at your center.
2. Point of contact for this memo is Mr. Eric Van Pelt, HQ AFMC/DRMP,  
DSN 787-7280.

  
DANIEL L. KUGEL  
Chief, Product Management Division  
Directorate of Requirements

- Attachment:  
SAF/AQX Memo, 16 Jun 97
- cc: (listed on next page)



DEPARTMENT OF THE AIR FORCE  
WASHINGTON DC

OFFICE OF THE ASSISTANT SECRETARY

16 JUN 1997

MEMORANDUM FOR SEE DISTRIBUTION

FROM: SAF/AQX  
1060 Air Force Pentagon  
Washington DC, 20330-1060

SUBJECT: Acquiring Advisory and Assistance Services from General Services Administration (GSA) Federal Supply Schedules as Preferred Sources of Supply

REFERENCE: Office of the Secretary of Defense (Acquisition & Technology) Memo dtd 6 Mar 97, Same Subject

The Air Force encourages the use of GSA schedules when appropriate as a source for Advisory and Assistance Services. However, using GSA Federal Supply Schedules (FSS) does not relieve Air Force requiring activities from complying with the requirements outlined in A&AS policy memorandums dated 19 July 96 and updated 26 Aug 96. Also, any funding used to purchase A&AS support from GSA schedules is required to be reported both dollars and Contract Man-year Equivalents (CMEs) on the President's Budget Exhibit #15. In addition, please ensure that you have complied with all local and MAJCOM policies for A&AS contracting prior to placing any orders against GSA FSS. This policy can be found on the SAF/AQ home page.

If you have any additional questions, please have your staff contact Ms. Sarah Beth Chastain, (703) 697-2343 or DSN 227-2343.

BLAISE J. DURANTE  
Deputy Assistant Secretary  
(Mgt Policy & Program Integration)

Attachments:

1. Distribution List
2. OSD(A&T) Memo, 6 Mar 97

cc:

SAF/AQC  
AFMC/DR/PK



ACQUISITION AND  
TECHNOLOGY

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000



MARCH 6, 1997

DP/CPA

MEMORANDUM FOR DISTRIBUTION

SUBJECT: General Services Administration (GSA) Federal Supply  
Schedules as Preferred Sources of Supply

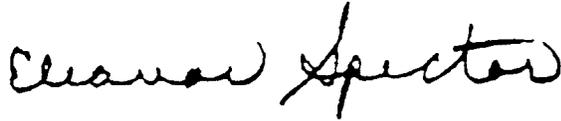
I recently met with Mr. Bill Gormley, Assistant Commissioner, Office of Acquisition, for the Federal Supply Service (FSS) at GSA, regarding the many improvements made to FSS Schedule contracts. There have always been many advantages to schedule use. GSA seeks competition, determines price reasonableness, and considers small business set-aside requirements when it solicits and awards contracts. In addition, orders under these schedules comply with the requirements of the Economy Act. Recent innovative changes mirroring commercial practices, to include use of the Internet, have made GSA schedules even more efficient to use. I have attached a listing of these changes.

Among the many improvements, the elimination of schedule maximum order limitations and the new ability to negotiate prices on individual orders without changing the basic schedule price are especially important. Additionally, DoD procurement offices may establish teaming arrangements among more than one schedule contractor to satisfy a requirement allowing even more flexibility and speed in the placement of orders and the delivery of products. GSA Advantage!, an on-line shopping service available over the World Wide Web at <http://www.gsa.gov> (or through the Defense Procurement homepage - <http://www.acq.osd.mil/dp>), offers the convenience of on-line ordering, and, in most cases, acceptance of the government credit card.

I also wish to point out the removal of the synopsis requirement on purchases over \$50,000 made from FSS Automatic Data Processing or Information Technology contracts.



I urge you to take full advantage of GSA Schedule contracts if you need supplies or services that are covered under them. Use of these contracts meets DoD goals to simplify the acquisition process while at the same time increasing the contracting officer's authority and ability to make sound business judgments.



Eleanor R. Spector  
Director, Defense Procurement

Attachment

GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SCHEDULES (FAR 8.404)  
VALUE-ADDED IMPROVEMENTS

○ SYNOPSIS NOT REQUIRED

Customers no longer need to synopsise information Technology requirements that are over \$50,000.

○ CREDIT CARD

Use of the Governmentwide Credit Card is strongly emphasized.

○ BEST VALUE

Item selection is based on "BEST VALUE" - not lowest price.

○ REDUCED PAPERWORK

Justifications/documentation requirements are no longer required by GSA.

○ REMOVAL OF MAXIMUM ORDER LIMITATIONS (MOLS)

Customers can use the schedules for any size order. MOLS have been removed from 90% of the Federal Supply Schedules. MOLS will be removed from all schedules by 11/97.

○ BLANKET PURCHASE AGREEMENTS (BPAs)

BPAs are encouraged strongly. A new suggested BPA format is available.

○ CONTRACTOR TEAM ARRANGEMENTS

Federal Supply Schedule Contractors can form "Teams" to meet a customer's needs.

○ PRICE REDUCTIONS

Customers are strongly encouraged to seek reductions when orders are above the new maximum order threshold. Contractors can give "spot reductions" to individual agencies without passing them on to the entire government under a schedule order.

○ IMPROVED DELIVERY

Expedited delivery is now available with Schedule contractors.

Federal Supply Schedule Program Website: <http://pub.fss.gsa.gov/fcnc/sched.htm>

Attachment