TEAMS

Technical Engineering Analytical Management Support

Blanket Purchase Agreements (BPAs)

TEAMS ORDERING GUIDE

This Ordering Guide sets forth the procedures for issuing task orders against the TEAMS BPAs to support agency mission requirements for professional commercial services.

WHS/AD, ENTERPRISE STRATEGIC SOURCING PROGRAM

10/1/2015
TEAMS Preamble

Implements Better Buying Power 1.0 & 2.0 by...

- Establishing premium ceilings, large/small business partnerships, and refocuses contracting professionals on getting good business deals in order to achieve affordable programs.

- Achieves greater efficiency and productivity in defense spending by eliminating unproductive processes & bureaucracy.

- Promotes Effective Competition via a diverse set of competitors that compete in the same industry.

- Improves tradecraft in OSD service acquisitions by facilitating portfolio management.

Facilitates the Goal of Technical Superiority set forth in Better Buying Power 3.0, by making funds available for higher mission priorities and increasing the acquisition team’s productivity, which will lead to more time focused on defining requirements and better end products.
Table of Contents

AWARDEES .................................................................................................................................................... 5

TEAMS GENERAL INFORMATION .................................................................................................................. 6
  - Who is the Purpose of this Guide? ........................................................................................................... 7
  - Scope of the TEAMS BPAs ....................................................................................................................... 7
  - Services Not Allowed on TEAMS BPAs .................................................................................................. 8
  - Who May Use TEAMS ............................................................................................................................ 8
  - Roles & Responsibilities ............................................................................................................................ 8
  - What Are the Benefits of Using TEAMS? ................................................................................................ 9
  - What are MAS CTAs? .............................................................................................................................. 10

ORDERING PROCEDURES ............................................................................................................................ 10
  - Establish Lead Time Estimate using the Predictive Milestone Tool (PMT) ............................................. 10
  - Acquisition Planning ................................................................................................................................ 10
  - 2579 Coordination .................................................................................................................................. 11
  - Contract Type .......................................................................................................................................... 12
  - Travel CLINS ............................................................................................................................................ 12
  - TEAMS’ Specific Solicitation Procedures ................................................................................................. 12
  - Security Clearance Considerations ........................................................................................................... 13
  - Determinations ....................................................................................................................................... 13
  - Task Order Duration ................................................................................................................................ 13
  - Minimum and Maximum Order Limitations ............................................................................................. 14
  - Task Order Size Representation ................................................................................................................ 14
  - Level of Competition ................................................................................................................................ 14
  - Responsibility Determination .................................................................................................................... 14
  - Source Selection Methodology .................................................................................................................. 15

Pricing Related Topics ................................................................................................................................. 16
  - Labor Rates ............................................................................................................................................. 16
  - Other Direct Costs (ODCs) ......................................................................................................................... 16
  - Indirect Burdens ..................................................................................................................................... 16
  - Premium Restrictions ............................................................................................................................... 17
  - Fair and Reasonable Determination ........................................................................................................ 18

SMALL BUSINESS ......................................................................................................................................... 18
AWARDEES

**Small Business Led Teams**

<table>
<thead>
<tr>
<th>Team 1</th>
<th>Team 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>IEA (SDVOSB)</td>
<td>E3 Federal Solutions</td>
</tr>
<tr>
<td>Sehike Consulting (SDVOSB/HZ)</td>
<td>Golden Key Group (SDVOSB)</td>
</tr>
<tr>
<td>Wittenberg Weiner (WOSB)</td>
<td>Marstel Day (WOSB/HZ)</td>
</tr>
<tr>
<td>Pro2Serve (541712)</td>
<td>Systems P&amp;A (541712)</td>
</tr>
<tr>
<td>KPMG</td>
<td>SAIC</td>
</tr>
</tbody>
</table>

**SDVOSB Led Teams**

<table>
<thead>
<tr>
<th>Team 1</th>
<th>Team 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Gate Group (SDVOSB)</td>
<td>Redhorse Corp (SDVOSB/8A)</td>
</tr>
<tr>
<td>Canvas (WOSB/HZ)</td>
<td>Azimuth (SDVOSB)</td>
</tr>
<tr>
<td>Artlin (WOSB)</td>
<td>Aveshka (WOSB)</td>
</tr>
<tr>
<td>MTSI (541712)</td>
<td>Tauri GP (541712)</td>
</tr>
<tr>
<td>PWC</td>
<td>IBM</td>
</tr>
</tbody>
</table>

**Large Business Led Teams**

<table>
<thead>
<tr>
<th>Team 1</th>
<th>Team 2</th>
<th>Team 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANSER</td>
<td>BAH</td>
<td>CACI</td>
</tr>
<tr>
<td>LMI</td>
<td>iPT Associates (SDVOSB)</td>
<td>Deloitte</td>
</tr>
<tr>
<td>Engility (541712)</td>
<td>RGS Associates (541712)</td>
<td>Strategic Analysis (541712)</td>
</tr>
<tr>
<td>Canvas (WOSB/HZ)</td>
<td>Enlightened (SDB/HZ)</td>
<td>Redhorse (SDVOSB/8A)</td>
</tr>
<tr>
<td>Barbaricum (SDVOSB/Hubzone)</td>
<td>Mayvin Consulting (WOSB/VO)</td>
<td>Canvas (WOSB/HZ)</td>
</tr>
</tbody>
</table>
TEAMS GENERAL INFORMATION

The TEAMS BPAs provide an easy-to-use platform to acquire professional services which may be used across the Office of the Secretary of Defense. These requirements typically necessitate the integration of several professional service disciplines such as management consulting, program management, engineering, scientific, environmental, advertising and marketing, and human resources and financial management.

The TEAMS BPAs are a collection of seven teams\(^1\) and thirty-two different prime contractors via Multiple Award Schedule Contractor Teaming Arrangements (CTAs) that allows them to provide a complete solution for almost any professional service requirement. The specific General Services Administration (GSA) service areas supported by TEAMS BPAs include the following: financial and business solutions (schedule 520), professional engineering services (schedule 871), mission oriented business integrated services (schedule 874), advertising & integrated marketing solutions (schedule 541), human resources (schedule 738X), and environmental services (schedule 899). \textbf{Any Special Item Number (SIN) within the above listed schedules that is available under a CTA team member or core subcontractor (that possesses a schedule contract) is within scope of the TEAMS BPA and may be used to support an agency need.}\(^2\) Each one of the TEAMS BPAs has a five year ordering period and an estimated order value limit of $995,500,000. All TEAMS task order competitions will be competed on an unrestricted basis. The ordering period is 10/1/2015 to 9/30/2020.

Online resources supporting the use of TEAMS BPA are available at www.gsaadvantage.gov/elibrary and the soon coming Strategic Sourcing SharePoint site. Available resources will include copies of the contracts and contract modifications; a list of the industry partners who have been awarded a TEAMS BPA; and much more. This guide describes the ordering process for agency users, and highlights procedures specific to the TEAMS BPAs. It also provides suggestions on effectively utilizing the TEAMS BPAs to achieve efficiencies, cost savings, quality program support, and obtain maximum small business participation.

\(^1\) See Appendix One for CTA TEAM Contact Information

\(^2\) \textbf{Note: The range of GSA schedules that may be used to award a task order under a TEAMS BPA include GSA schedules awarded by GSA to the company or it’s a wholly owned subsidiary. In addition, affiliate GSA schedules may also be utilized under a TEAMS BPA if they organized under one parent company. This expands the number of GSA schedules and labor categories that may be used meet agency requirements under a TEAMS BPA; however, they are counted as one CTA member. For example, Deloitte Touche, Tohmatsu Limited is the parent company for Deloitte Consulting, LLP; Deloitte & Touche, LLP; Deloitte Financial Advisory Services, LLP, and Deloitte Tax, LLP. All of these schedules maybe used to support the Government via the TEAMS BPA.}\]
Who is the Purpose of this Guide?
This guide is written for Office of the Secretary of Defense program requirements offices and the Washington Headquarters Services Acquisition Directorate (WHS/AD) contract professionals. The guide is intended to demonstrate how seamless and easy it is to fulfill requirements using the TEAMS BPA. This guide will also explain how TEAMS can be used to satisfy a professional service based requirements. The guide will also address contracting issues and concepts that are unique to TEAMS. In addition, general contracting issues or concepts will be highlighted where necessary to enhance understanding of the nuances of using the multiple award Contractor Team Arrangements (CTAs) thirty-one Blanket Purchase Agreements.

Scope of the TEAMS BPAs
The TEAMS BPAs are intended to provide professional services that are defined as knowledge based services (KBS) by the Department of Defense (DoD) Taxonomy published August 27, 2012. The scope also allows ancillary services such as executive administrative support, Other Direct Costs (ODCs) such as travel and other ancillary items, and provides support in Continental United States (CONUS) and Outside the Continental United States (OCONUS) locations. KBS Categories with an additional level of granularity are listed as follows:

- **Engineering and Technical Services** (KBS) – Simulation, Specifications Development Services, Professional Services/Tech Sharing-Utilization, and Engineering and Technical Services.


- **Administrative & Other Services** (KBS) – Administrative Support Services and Photographic, Mapping, Printing and Publication Services

- **Management Support Services** (KBS)

- **Professional Services** (KBS) – other than the professional services listed above (including environmental support)

- **Education & Training** (KBS)

- **Incidental Information Technology Support**

---

3 “Incidental IT” is defined as a requirement that contains no more than 49.99% of the dollar value of the order. When awarding orders with IT products and services include 508 clauses as applicable.
In general, the MAS Program assigns one NAICS code to its schedules to denote the predominant classification of work performed under them (Notable exceptions include the PES and Environmental Schedules). The predominant NAICS code is reported to FPDS-NG even though specific task orders may be assigned a different NAICS code based on the preponderance of the work in the order. The implication of this is that even though the GSA schedule NAICS Code reported is different from the task order NAICS, it does not necessarily mean that the work is out of scope of the schedule, and by extension, the TEAMS BPA.

**Services Not Allowed on TEAMS BPAs**

- Inherently governmental functions—see prohibition at FAR subpart 7.503(a)
- Personal Services as defined in FAR subpart 37.104(a)
- Architect & Engineering (A&E) Services subject to the Brooks Act and FAR Part 36 acquisition procedures
- Requirements where the primary objective is to obtain IT products or hand-on services (based on dollar value) or ancillary items or services not covered by the scope of the underlying MAS contracts
- Any requirement that primarily uses personnel not employed in a bona fide executive, administrative, or professional capacity as defined in 29 CFR Part 541 and/or employees primarily employed as laborers or mechanics as defined by FAR Subpart 22.401
- Language Services (formerly schedule 738II)(size standard is $7.5M –most other knowledge based services have a size standard of $15M.)
- Logistics Support (formerly LOG World –874V)

**Who May Use TEAMS**

TEAMS may only be used by WHS Acquisition Directorate (WHS/AD) Contracting Officers.

**Roles & Responsibilities**

GSA is responsible for the following:

- Award, administration, and management of the underlying MAS contracts.

- Monitoring and evaluation of the performance against the master contract requirements by each contract holder (including the commercial subcontracting plans for large businesses)

- Have exclusive, non-delegable rights to modify basic contract terms and conditions
WHS/AD ESSB is responsible for the following:

- Award, administration, and management of the TEAMS BPAs
- Within Scope Reviews (Upon Request)
- Modification of BPA terms and conditions
- Annual BPA review in accordance with FAR 8.405-3(e)
- Coordinate with the Office of Small Business Programs to Review the TEAMS BPA Small Business Performance
- Updating BPA to Incorporate Mandatory Clauses & Deviations

Ordering Contracting Officers (OCOs) are responsible for the following:

- Preaward Compliances & Documentation
- Scope Determinations for Proposed Actions
- Establishing Evaluation Factors
- Managing Competition & Award of Orders
- Managing any protests that result from awards
- Processing Closeouts in an expeditious manner
- Complying with TEAMS terms and conditions and those of the underlying MAS contract

Requiring Activities are responsible for the following:

- Defining task order requirements
- Preparing requirements documents such as the Statement of Work (SOW), Performance Work Statement(PWS), Statement of Objectives (SOO), Quality Assurance Surveillance Plans (QASPs), Independent Government Cost Estimates (IGCEs) for all task order Request for Quotes (RFQs)
- Provision of Funding
- Ensuring Information Technology (IT) capital planning when appropriate
- Assisting WHS/AD OCO with quote/proposal evaluation
- Assisting WHS/AD OCO with performance monitoring and appraisal

What Are the Benefits of Using TEAMS?

- Supports CONUS & OCONUS Requirements
- Facilitates streamlined achievement of agency small business goals
- Grants simultaneous access to a large group of very capable small and large businesses
- Allows the agency to control number of responses received during a competition
- There are no labor category limitations
- Includes ancillary services and other direct costs at the task order level

---

4 See section H-1(8)
• Provides for a streamlined pre-award and post-award contracting process
• Allows on-boarding of new CTAs and or CTA team members
• Supports all contract security levels
• Provides access to transactional data and data analytics for spend analysis and market research for OSD specific purchases
• Provides increased price controls for the acquisition of commercial items
• Eliminates Contract Close-out Backlog
• No Approval for Subcontractors

**What are MAS CTAs?**
MAS CTAs are the combination of GSA schedule contractors that enable schedule holder to offer a total solution to support Government requirements. MAS CTAs are distinct from CTAs defined in FAR 9.6 and do not follow the same rules. MAS CTAs consist of prime contractors who combine their schedules for the Government’s benefit. These teams are not considered to be joint ventures. Neither are they considered to be prime/subcontractor relationships. A CTA may use any of the other labor categories of its associated team members to fulfill the requirements of a task order (when the task order is issued to the CTA lead). This does not convert the CTA lead to a prime contractor/subcontractor relationship. CTA members may also utilize the prime contractor–subcontractor business arrangement at the task order level. A prime contractor CTA lead may utilize any subcontractor at the order level. An example of how a CTA business arrangement.

**ORDERING PROCEDURES**
Ordering Activities must comply with the following when placing orders on the TEAMS BPA:

**Establish Lead Time Estimate using the Predictive Milestone Tool (PMT)**
When WHS/AD and the customer engage to use TEAMS for a project, in accordance with Acquisition Directorate Acquisition Policy (ADAP) 7.102-90, the parties shall use the preliminary information available about the acquisition to estimate the procurement lead-time via the PMT.

**Acquisition Planning**
The acquisition teams must development of acquisition plans. Practically, this means that the agency will do the following:

- develop and define its requirements
- assess whether the requirement is within the scope of the TEAMS BPA

---

5 Within the scope of the schedule. See section H.7 of the BPAs for more details.
• Conduct market research\textsuperscript{6} among the TEAMS BPA participants to determine that capability exists\textsuperscript{7}, understand industry best practices, and collect information to make a determination of the most appropriate contract type. There is no need to perform a capability analysis to determine whether two or more small businesses can perform the work since all task orders under the TEAMS BPA will be competed as unrestricted and the agency expects to achieve its small business goals through the cooperation of the TEAMS CTAs team members and industry partners. \textbf{See Appendix II for Links to Market Research Information.}

• Capability is demonstrated by TEAMS CTA members that have performed a sufficient number requirements that are either exact tasks to the proposed statement of work or by TEAMS CTA members that have performed similar tasks on other contracts. Capability can also be demonstrated if CTA team members and core subcontractors show experience with performing work that covers all tasks in the aggregate for the proposed requirement. In order to facilitate obtaining at least three responses to a TEAMS BPA solicitation, it is preferable for the government to determine in advance that there are at least three TEAMS CTA members that have the capability to perform the requirement.

• In the event that the acquisition is consolidated, acquisition plan approval will include the justification required in accordance with DFAR 207.105 approval of the Senior Procurement Executive is required. If the acquisition includes bundling, the justifications prescribed in FAR 7.107, and other approvals, are required.

\textbf{2579 Coordination}

The DD Form 2579 Small Business Coordination Record is required. WHS/AD OCO must submit a current market research report and all other documents required to support the acquisition in accordance with the guidance on OSBP’s SharePoint cite. For acquisitions that are greater than or equal to $9M, coordination of the acquisition strategy with the WHS Office of Small Business Programs (OSBP) is required. For acquisitions that include consolidation or bundling, coordinate the justification with OSBP is required.

\textsuperscript{6} See Appendix II- Market Research Information about each CTA’s professional service performances and capabilities.

\textsuperscript{7} Market research may take the form of phone calls, examination of prior tasks performed by vendors, vendor TEAMS website, or other methods of inquiry. The level of investigation required to establish capability is a matter of Contracting Officer discretion. In any case, most market research efforts will be completed quickly given the nature of the information required.
Contract Type
Subject to FAR and agency-level regulations, OCOs may use the following contract types:

- firm-fixed-price contracts (this does not include FFP LOE);
- fixed price contracts with economic price adjustment;
- labor hour;
- time and materials contracts; and
- Hybrid contract type composed of any of the preceding contract types.

If the WHS/AD OCO plans to utilize a labor hour or time and materials contract, the WHS/AD OCO must follow the guidance at FAR 8.404(h)(3).\(^8\)

Travel CLINS
If reimbursable travel CLINs is used, then travel is reimbursed in accordance with the JTR.

TEAMS’ Specific Solicitation Procedures
The TEAMS ordering procedures are outlined as follows:

- All solicitations shall be sent directly to the CTA Team Lead.

- For each solicitation response the CTA Team Lead must sign/acknowledge each quotation submission to confirm management oversight and coordination of TEAMS program goals

- All task orders awarded under TEAMS will be competed among all seven TEAMS CTAs. The competition will be unrestricted with no small business set-asides.

- For all competed task order, only one quotation/response per CTA team is allowed unless otherwise authorized by the solicitation.

- Labor Category cross walks are recommended as a part of each schedule order submission since often time the schedule labor categories are defined broadly so as to ensure broad applicability. If there is any doubt about a schedule labor category’s applicability to the work to be performed, support the final decision with an analysis of the labor categories submitted.

---

\(^8\) Note: The OCOs should not overburden themselves with compliances inapplicable to FAR 8.4 procurements such as FAR 12 or FAR 16, or the DPAP Deviation 2012-O0016, which apply to open market and FAR 16 procurements. Any attempt to do so will result in additional work as the threshold of the DPAP memo is $1M, but no such threshold exists in FAR 8.4. In FAR part 12 and by extension DFAR 12, if one dollar of LH/T&M is used for commercial services that fall under the “of a type” definition, then the Senior Procurement Executive is required to sign it. FAR 8.404(d) only requires a signature from the Head of Contracting Activity if the length of the procurement exceeds three years.
• Competition for every task order shall be conducted among all TEAMS BPA CTAs, both the other than small and small business led CTAs.

• If a solicitation requires a breakout of pricing that reveals proprietary information, the prime or CTA task order lead must submit the overall pricing for the order and individual team members or subcontractors may submit the breakout of their pricing directly to the Government. The Government will not release this information.

Security Clearance Considerations
Each CTA Team is required to have at least one team member that has a Top Secret Facility Clearance with secret storage capability. See Appendix One for team member security capabilities. If applicable, a DD254 will be issued with each task order to specify security requirements. If a DD254 is required, and a single order is issued where a prime-subcontractor or CTA task order lead utilizes labor categories of one or more team member, then one DD254 shall be issued and the CTA task order lead will flow it down to existing team members. If a DD254 is required, and the agency issues multiple orders to support the requirement, then a DD254 shall be issued to each awardee.

Determinations
The WHS/AD OCO is normally responsible for making determinations associated with service contracts. The Non-Personal Services determination, Non-inherently Governmental Functions determination, Consideration of Government Sources determination, and the Best Procurement Approach/Use of Non-DoD vehicle in the Best Interests of the Department of Defense determination were made at the BPA level. No commercial item determination is required for 8.4 acquisitions as all supplies and services available on the schedule are considered to be commercial in nature. The WHS/AD OCO will still be responsible for the use of options determination in accordance with FAR 17.205, T&M determinations in accordance with FAR 8.404(h)(3), waivers for deviations from commercial practice, and any consolidation or bundling determinations.

Task Order Duration
The period of performance for each task order awarded under TEAMS BPA shall be specified in the task order by the ordering agency. Task orders must be solicited and awarded prior to the TEAMS BPA expiration date, but may extend up to 5 years thereafter, if the underlying GSA schedule contract is active and has the options to support the period of performance.
Minimum and Maximum Order Limitations
Minimum order limitations are determined by the underlying GSA Schedule contract. There are no TEAMS’ specific task order limitations.

Task Order Size Representation
WHS/AD OCOs should rely on the size representation of each underlying GSA Schedule contract in accordance with FAR 8.405-5(b).

Level of Competition
In accordance with section H-1(8) of the TEAMS BPA agreements, there will normally be only one submission allowed per CTA team; however, the ordering activity may increase the number of submissions allowed per CTA team for a specific solicitation.

Responsibility Determination
GSA orders do not require a separate responsibility determination like those required in an open market acquisition. The WHS/AD OCO will generally obtain a System for Award Management (SAM) report to confirm that they are still registered in SAM and that there are no exclusions or debarments. Normally, the Source Selection Authority (SSA) will use the following language [or something substantially similar]:

GSA has already determined that the awardee is responsible; however, the agency obtained a System of Award Management (SAM) and Federal Awardee Performance & Integrity Information System (FAPIIS) report to ensure that the awardee is currently registered in SAMS and is not debarred. The reports demonstrate that the awardee is actively registered in SAM and that there are no exclusions or debarments; therefore, I determine that the awardee is responsible.

Quick Turn Orders
TEAMS is suitable for orders that require a quick response time because of the combination of the ability (and encouragement) to use streamlined evaluation factors in the award selection process and the fact that commercial solicitations may be solicited for less than a thirty-day period.

In order to obtain effective competition, and avoid resoliciting for an additional thirty days in accordance with DFARS 252.215-7007, “Notice of Intent to Resolicit”, the WHS/AD OCO should take great care to ensure that the agency receives two or more responses. If less than two responses are received for a solicitation issued under the TEAMS BPA, another 30-day solicitation period is required or a waiver from the WHS Head of the Contracting Activity (HCA) must be obtained to execute an award.

When the solicitation is expected to have a short response time, it is a best practice whenever practical to circulate a draft copy of the PWS/RFQ until all details are finalized. This approach
provides the TEAMS CTAs extra time to examine the requirement, ask clarifying questions, and determine if they are viable candidate to participate in the competition. There is no likelihood of competitive harm to CTAs as long as the draft documents are released to the competitive universe of all TEAMS BPA holders. When the official RFQ is ultimately released with the short response time, CTAs are much more likely to willing and able to respond.

**Source Selection Methodology**

WHS/AD ESSB suggests utilizing evaluation factors commensurate with the acquisition situation (often times fewer than non-commercial purchases)\(^9\) and a simplified acquisition methodology that comports with the flexibilities of FAR 8.4 acquisitions. See the article, “FAR 8.405-2 Acquisitions vs. Negotiated Procurement.” dated 2/4/2015 for complete details.\(^10\) The WHS Enterprise Quality & Strategic Initiative Division suggests utilizing the following language to govern exchanges:

(1) NON-PRICE NONREVISIONAL EXCHANGES
The Government may engage in exchanges with offerors in order to clear up or amplify certain aspects of a quotation. These exchanges include the ability to submit additional information to amplify assertions already included in the quotation. In addition, among other things, these exchanges include the opportunity to address the relevance of an offeror’s past performance information; the opportunity to address adverse past performance information to which the Offeror has not previously had an opportunity to respond; and the opportunity to resolve minor or clerical errors.

(2) PRICE DISCOUNTS
In accordance with FAR 8.405-4, the Government may request a price reduction at any time before placing the order, even if the initial quotation already included a discount. An agency’s request for price reductions does not constitute revisions (dubbed discussions in open market procurements).\(^11\)

(3) REVISIONS
The Government intends to make an award based on initial submissions. However, if the Government decides to conduct exchanges and allow quotation revisions, at a minimum, the Government will allow revisions from offerors who are technically acceptable. As an alternative the Government may elect to form a negotiation range. There are no common cutoff dates for

\(^9\) See the article, “Evaluation Factors-Drive Source Selection Performance”. This article is available from the WHS, Enterprise Quality & Strategic Initiatives Division

\(^10\) FAR 8.405-2 vs. Negotiated Procurement is published on the WIFCON Analysis Page, Avoiding MAS Confusion Blog, and the GSA Professional Services Hallway. In addition, it is available from the WHS, Enterprise Quality & Strategic Initiatives Division

\(^11\) In order to ensure that vendors are treated fairly and equitably, the agency must ensure that any requests for discount are issued to all vendors not already eliminated from competition. Where the agency does not want to allow revisions, it needs to make clear in the request for price discount that the vendor may not make any changes to its quotation other than price.
resubmissions and the Government may conduct multiple rounds of exchanges with offerors to resolve previously unresolved matters or issues that arise as a result of responses without reengaging offerors who are not similarly situated.

Utilization of the simplified procedures and principles governing streamlined evaluation factors will assist the WHS/AD OCO to maintain the efficiency for which TEAMS BPA was established.

**Pricing Related Topics**

**Labor Rates**
Due to the wide array of services that may be provided from the TEAMS BPA, the CTA holders only provided general discounts from their published GSA schedule rates; therefore, pricing for specific types of labor categories will be established at the time of the task order competitions. However, Government program offices may assemble a list of labor categories with qualifications and the Enterprise Strategic Sourcing Branch will obtain ceiling prices from the TEAMS CTAs for the labor categories the program intends to utilize. Otherwise, BPA ceiling prices are established by the general discounts provided at the time of award. *Any specific rates provided for OSD program offices would supersede any general CTA discounts. These rates would be appended to the BPA via a modification.*

**Other Direct Costs (ODCs)**
- Travel is a type of ODC that is normally authorized under every GSA Schedule [irrespective of the amount].
- In accordance with section G-5 of the TEAMS BPA, ODCs (other than travel) may be reimbursed in excess of $3,500.00, if the ODCs consist of items or services specifically included in the underlying schedule and are within the scope of the task order.
- All other ODCs (i.e. open market items) are limited to $3,500.00 and must be labeled as such in the task order.

**Note:** in order to lower the occurrence of ODCs for requirements that may contain some IT-related requirements (up to 49.99%), in accordance with section H.12 of the TEAMS BPA a CTA team member may CTA with a small business IT 70 contractor to provide equipment and labor categories to meet the Government’s requirements.

**Indirect Burdens**
Indirect costs are often added to the cost of travel and other ODCs. In non-commercial procurements this is done via estimated percentages that are later reconciled via indirect rate audits. In the commercial realm ODC burdens are added as a sum certain, similar to the scheme
in FAR 52.212-4 ALT I. While each order will identify the not-to-exceed (NTE) associated with
travel or ODCs, the burden itself shall be added as a "sum certain per $25 of funds expended." The
Government has reached an agreement with each CTA member as to what the sum certain per $25 will be for that member. The agreed upon figure represents a reasonable estimate of the member’s indirect costs of travel and ODCs. The sum certain is a negotiated fixed ratio and will not be adjusted to reflect actual indirect costs; CTA members agree to accept the risk of experiencing higher indirect cost levels. When calculating the indirect cost payment, round the vendor’s travel and ODC costs to the nearest $25 increment.© Negotiated sum certain burdens are listed in section H-16 of the BPA.

**Premium Restrictions**

The OCO shall observe the restrictions on paying premiums for commercial services as stipulated in section H.5 of the BPA. The premium restriction applies when there are two or more acceptable quotations. However, a memorandum of record and a signature one level above the OCO is sufficient to establish the rationale for exceeding the premium ceiling. The premium restrictions are as follows:

<table>
<thead>
<tr>
<th>Service Level</th>
<th>General Parameters</th>
<th>Allowable Premium</th>
</tr>
</thead>
<tbody>
<tr>
<td>L-1 Services Support</td>
<td>Assist the Government with day-to-day logistics of office management but does not provide a specific type of professional or administrative expertise</td>
<td>10%</td>
</tr>
<tr>
<td>L-2 Services Support</td>
<td>Assist the Government with day-to-day mission management via specific type of professional or administrative expertise (e.g. policy, strategy, acquisition lifecycle, etc...), but generally report to the office daily as successful execution of the mission requires a high degree of interdependence with the Government. Typical deliverables in this kind of engagement are monthly reports to provide the status of the various ongoing projects in which the contractor is participating.</td>
<td>15%</td>
</tr>
<tr>
<td>L-3 Services Support</td>
<td>Professional &amp; Administrative support that provides a finite solution or a very specific type of expertise (including R&amp;D) that is recognized in the industry. Typical deliverable will include something other than the monthly report and the end of the engagement with the Government should</td>
<td>20%</td>
</tr>
</tbody>
</table>

---

12 If the actual amount of the expenditure is equal to or below one-half of the next $25 increment, then round down. If the actual amount is above one-half of the next $25 increment then round up.

13 In accordance with section H-11 of the BPAs, premiums that exceed those outlined in the service value model may not be paid when there is another acceptable quotation without a signature one level above the Contracting Officer.
yield a decidedly tangible outcome.

The review one level above the WHS/AD OCO will ensure that all possible efforts were made to reduce the premium paid by the Government. This includes examining whether discounts were requested or whether exchanges and quotation revisions were permitted in order to make the competition more competitive and quotations more advantageous to the Government.

**Fair and Reasonable Determination**

The traditional GSA schedule formula for determining the task order price to be fair and reasonable includes the assumption that GSA has predetermined that the unit price (of labor or parts) is fair and reasonable. For a service acquisition, the ordering activity will need to determine that the labor mix and the associated level of effort are appropriate in order to support the determination that the order price is fair and reasonable.

DoD has not deviated from the basic formula (unit price, labor mix, level of effort = fair and reasonable determination), but they have made the WHS/AD OCO responsible for making their own unit-price fair and reasonable determination—and that by a FAR 15 price analysis technique.

Pricing is an art as well as a science; however, it is important to realize that even though there is a FAR 15 deviation that applies to unit prices ONLY, part of the fair and reasonable determination can be expeditiously dispatched especially when there is adequate price competition in accordance with the definition in FAR15.403-(c)(1).

Once the unit prices have been determined to be fair and reasonable based on the existence of adequate price competition alone (which is declarative and not based on a comparison of the prices of the offerors) the WHS/AD OCO is free to complete the fair and reasonable determination based on the rest of the formula. Ultimately, the WHS/AD OCO may use any of the techniques in FAR 15.404-1 to determine that the unit prices are fair and reasonable. The level of inquiry and negotiation is within the discretion of the WHS/AD OCO. In general, it is recommended that a WHS/AD OCO perform a more in-depth price analysis when highly variable solutions are presented or when a Labor Hour /Time & Material contract is contemplated.

**SMALL BUSINESS**

**Does Limitation on Subcontracting Apply?**

Limitation of Subcontracting is normally a principle observed for acquisitions that are set aside for small businesses. Although this observance is not required in unrestricted acquisitions, the CO must ensure that where a small business is the task order lead and a single order is issued, that one or more similarly situated small business performs at least 50 percent of the dollar value
of the order (including labor and equipment). This ensures that the agency is properly taking small business credit for the obligations recorded against the order.

Acceptable Order Structures—That Ensure Proper Small Business Reporting

(1) Traditional Method – A single small business prime performances 50% or more of the dollar value of the supplies or services of a single order. See Illustration One:

<table>
<thead>
<tr>
<th>SB (50%)</th>
<th>LB (25%)</th>
<th>LB (25%)</th>
</tr>
</thead>
</table>

(2) Similarly Situated Small Business Method\(^{14}\) - Two or more similarly situated small businesses may work together (irrespective of whether they are in a prime/sub relationship) to perform 50% or more of the dollar value of the requirements of a single order. See Illustration Two:

<table>
<thead>
<tr>
<th>Similarly Situated (Socio Economic Categories) SB</th>
<th>Non-Socio Economic (NSE)SB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Perform &gt;= 50% Dollar Value</td>
<td>may partner with any kind of SB to meet the 50% rule</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Similarly Situated (30%)</th>
<th>NSE SB (30%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Similarly Situated (25%)</td>
<td>WOSB (25%)</td>
</tr>
<tr>
<td>LB (45%)</td>
<td>HZ (20%)</td>
</tr>
</tbody>
</table>

| LB (25%) |

(3) CTA Powerball Method – This method allows the Government to issue two or more orders in order to properly capture the prime small business contribution to the effort; thereby contributing the agency’s accomplishment of its small business goals.

| SB(45%) | LB(55%) |

\(^{14}\) Authorized by the 2013 National Defense Authorization Act (NDAA)
In this scenario, even though both vendors have privity of contract, the LB would be the task order lead and work with the small business to provide one P.O.C. to the Government and consolidate the invoice to facilitate billing. The ESSB is currently working with its DFAS partners to ensure that this format can be processed expeditiously.

**How To Incorporate Preference for Small Business in Solicitations?**

Even though there are no set asides, in accordance with section H-2 of the BPA agreement, Contracting Officers *may* insert the following language [or something substantially similar] in RFQs to assist the agency to achieve its small business goals:

Instructions to Quoters:

The quotation shall identify the business size and socio economic status of each team member based on the determination made on team-member underlying schedules.

Evaluation

The Government shall award the order to the contractor that provides the best value quotation. The best value shall be determined by utilizing the trade-off methodology. The evaluation factors are socio economic status, factor 2, factor 3, and price. The socio economic factor is more important than the other factors and factor 2 is more important than factor 3. The technical factors (i.e. socio economic status, factor 2, & factor 3) individually and when combined are more important than price.

Socio Economic Status Adjectival Ratings (Notional-Based On Agency Needs)

Outstanding + - Hub Zone & Other SB attribute
Outstanding – Hub Zone or WOSB w/Other SB attribute
Good+ - WOSB or SDVOSB
Good – Small Business
Acceptable – Other Than Small Business

**How Does TEAMS provide Maximum Practicable Opportunity for Small Businesses?**

Excellent question! TEAMS will provide maximum practicable opportunities to small businesses while fostering effective competition, fair and reasonable prices, ensuring high-quality mission execution, and facilitating process efficiencies that lower the transactional costs. Given the
aforementioned business paradigm, TEAMS does the following to ensure maximum practical opportunities to small businesses in lieu of set-asides:

1. Awarded majority of BPAs to Small Businesses [ 68.57%]
2. Majority of CTA-Team Leads are Small Businesses [57.14%]
3. Promotes Increased Women Owned & Hub Zone Participation by requiring CTA membership for these socio-economic categories
4. Providing flexibility to utilize socio-economic status as an evaluation factor during task order competitions
5. Implementation of the “Services Value Model” which limits premiums. This approach tends to increase small business participation by encouraging partnerships with small businesses to drive prices down.
6. The large and small business teams are required to manage to their acquisition portfolios to achieve increased prime contractor small business participation. Small business CTA team leads must manage to a 55% small business prime contract workshare and large business lead CTAs must manage to 40% small business price contract workshare. This establishes small business prime participation above current OSD knowledge based service participation levels.
7. The CTA business format will allow small businesses to remain small for a longer period of time and gain more experience and capability. This is possible because CTA leads are not required to count the portion of the requirements performed by team members in their overall receipts. This helps them stay small longer and get the benefit of learning DoD operations in new spaces and developing a stronger infrastructure to prepare them to compete in the future.
8. CTA with IT 70 contractors can only be with small businesses.

What About the Non-Manufacturer Rule?
The non-manufacturer rule does not apply to TEAMS BPA acquisitions as none of acquisitions are set aside. Yet, in accordance with the TEAMS BPA section H.12 prescription, the vast majority of the supplies that will be obtained should be via small businesses. This arrangement provides the benefit of small business participation without the red tape.
What About The Ostensible Subcontractor Rule?
In procurements that utilize small business set asides, the ostensible subcontractor rule may overturn awards even if a small business prime contractor complies with the limitation on subcontracting restrictions. This may happen if the SBA feels that the small business is overly reliant on the other than small business partner. If the SBA determines that the prime is overly reliant on the other than small subcontractor, for the purposes of that procurement they are affiliated, which results in the prime being declared a large business for the purposes of that procurement. The orders placed under the TEAMS BPA are not be subject to this rule because none of the orders are set aside for small business. Large and small businesses may team and allocate critical parts of the requirement among themselves as they see fit, because they are all primes and there are no set asides. **This eliminates an additional protest ground that is often used to delay or overturn procurements.**

What About Subcontracting Plans?
GSA Schedule purchases do not require subcontracting plans at the order level. The vendors are required to follow their contract-level subcontracting plans. Compliance with the contract-level subcontracting plan is managed by the GSA Contracting Officer. This is one of the many functions executed by GSA that are covered by the .75 Industrial Funding Fee.

Post Award

Closeouts
In accordance with section C of the BPA agreement vendors are required to send a close out request form to the Government within 60 days of providing all deliverables and receiving payment. Being that there are no delays caused by final indirect cost determinations, closeouts may be executed expeditiously. It is the agency’s goal to close-out all contracts within 90 days of completion.

CPARS
All orders over $1M shall be reported to CPARS.

Award Announcements
In accordance with Acquisition Director Acquisition Policy (ADAP) 5.301-90 all awards (including those executed in accordance with FAR 8.4) will be synopsized on the Government Point of Entry at [www.fbo.gov](http://www.fbo.gov).

Record Cost Savings
Upon award the OCO shall record cost savings in accordance with the definitions in the WHS/AD Cost Savings Capture Plan and provide a copy of the calculation in the file.
**Contractor Survey**
All acquisition greater than $1M must complete a survey with the competitors in accordance with ADAP 4.201-90 and ADAP PGI 4.201-90.

**Government Property**
If Government property will be issued, please add the appropriate DoD clauses to the order.

**Options**
If options are desired (i.e. 52.217-8 & 52.217-9), add them to each order. Option Clause 52.237-3, “Continuity of Services” is in the base contract and deemed to be applicable to all task orders.

**Invoicing**
WHS/AD is working with DFAS on the anatomy of a combined invoice for CTA awards where two or more orders are awarded. Guidance is forthcoming.

**Comments, Questions, & Suggestions**
Please send comments, questions, and suggestions that pertain to this manual to:
whs.ncr.ad.mbx.strategic-sourcing-acquisitions-directorate@mail.mil

**Appendix I- CTA Contact & Clearance Information**

<table>
<thead>
<tr>
<th>Team Member</th>
<th>Clearance</th>
<th>Contractual P.O.C.</th>
<th>Technical P.O.C.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ANSER CTA</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ANSER 15-A-0030</strong></td>
<td>TS Facility</td>
<td>Ms. Susan Freund</td>
<td>Mr. Steven Hopkins</td>
</tr>
<tr>
<td><strong>Barbaricum, LLC 15-A-0033</strong></td>
<td>TS Facility</td>
<td>Mr. Ed Morris</td>
<td>Ms. Barbara Brygider</td>
</tr>
<tr>
<td><strong>Canvas, Inc. 15-A-0021</strong></td>
<td>TS Facility</td>
<td>Ms. Kristy Ivey</td>
<td>Larry Couvillon</td>
</tr>
<tr>
<td><strong>Engility Corporation 15-A-0032</strong></td>
<td>TS Facility</td>
<td>Mr. Brian Lopez</td>
<td>Mr. Brian Crawford</td>
</tr>
<tr>
<td><strong>Logistics Mgt Institute 15-A-0031</strong></td>
<td>TS Facility</td>
<td>Mr. Carlton Roxbrough</td>
<td>Ms. Nora Ryan</td>
</tr>
</tbody>
</table>

15 All contract numbers omit the prefix “HQ0034”, the WHS/AD identifier. When quoting the complete contract number, the prefix is needed.
<table>
<thead>
<tr>
<th>Team Member</th>
<th>Clearance</th>
<th>Contractual P.O.C.</th>
<th>Technical P.O.C.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Booz Allen Hamilton (BAH) CTA</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BAH 15-A-0034</td>
<td>TS Facility w/ TS Storage</td>
<td>Bruce Kirby 301-825-7475  <a href="mailto:Kiry_bruce@bah.com">Kiry_bruce@bah.com</a></td>
<td>Jim Fuechsel 703-559-6430  <a href="mailto:Fuechsel_James@bah.com">Fuechsel_James@bah.com</a></td>
</tr>
<tr>
<td>RGS Associates, Inc. 15-A-0036</td>
<td>TS Facility</td>
<td>Dyson Richards 703-769-5883  <a href="mailto:Dyson.richards@rgsinc.com">Dyson.richards@rgsinc.com</a></td>
<td>Mike Fogle 703-769-5835  <a href="mailto:Mike.fogle@rgsinc.com">Mike.fogle@rgsinc.com</a></td>
</tr>
<tr>
<td>Enlightened, Inc. 15-A-0042</td>
<td>TS Facility</td>
<td>Antwanye Ford 202-728-7190  <a href="mailto:aford@enlightened.com">aford@enlightened.com</a></td>
<td>Filiz Esen 202-728-7190 ex 312 (M,W,TH) or 571-217-8764 (T &amp; F)  <a href="mailto:fesen@enlightened.com">fesen@enlightened.com</a></td>
</tr>
<tr>
<td>Mayvin Consulting Group 15-A-0038</td>
<td>TS Facility w/Secret Storage</td>
<td>Carla Percy 703-750-1794  <a href="mailto:Carla.percy@mayvin3.com">Carla.percy@mayvin3.com</a></td>
<td>Victor Pirowski 703-822-3201  <a href="mailto:Victor.pirowski@mayvin3.com">Victor.pirowski@mayvin3.com</a></td>
</tr>
<tr>
<td>iPT Associates 15-A-0035</td>
<td>TS Facility</td>
<td>Gary P. Davis 781-222-5592  <a href="mailto:Gary.davis@iptassociates.com">Gary.davis@iptassociates.com</a></td>
<td>Peter Noble 781-221-5292  <a href="mailto:Gary.davis@iptassociates.com">Gary.davis@iptassociates.com</a></td>
</tr>
<tr>
<td><strong>CACI, Inc. - Federal</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CACI, Inc. 15-A-0039</td>
<td>TS Facility w/TS Storage</td>
<td>James T. King 703-802-8455  <a href="mailto:jtking@caci.com">jtking@caci.com</a></td>
<td>Frank Keuchel 571-290-4022  <a href="mailto:fkeuchel@caci.com">fkeuchel@caci.com</a>  Alexander Granados 571-290-4036  <a href="mailto:agranados@caci.com">agranados@caci.com</a></td>
</tr>
<tr>
<td>Deloitte Consulting, LLP 15-A-0040</td>
<td>TS Facility w/TS Storage</td>
<td>Micheal McCarthy 703-885-6296(O); 703-586-5513 (M)  <a href="mailto:mimccarthy@deloitte.com">mimccarthy@deloitte.com</a></td>
<td>Karen Cleary Alderman 571-882-5519(O); 703-867-7003(M)  <a href="mailto:Kalderman@deloitte.com">Kalderman@deloitte.com</a></td>
</tr>
<tr>
<td>Canvas, Inc. 15-A-0021</td>
<td>TS Facility</td>
<td>Kristy Grannan, <a href="mailto:kristinegrannan@canvas-inc.com">kristinegrannan@canvas-inc.com</a>, 256-489-2988</td>
<td>Larry Couvillon 256-489-2988  <a href="mailto:larryc@canvas-inc.com">larryc@canvas-inc.com</a></td>
</tr>
<tr>
<td>Strategic Analysis, Inc. 15-A-0041</td>
<td>TS Facility w/Secret Storage</td>
<td>Michael Holbrook, <a href="mailto:mholbrook@sainc.com">mholbrook@sainc.com</a> 703.797.2283 (office)  <a href="mailto:Mholmbrook@sainc.com">Mholmbrook@sainc.com</a></td>
<td>Roger Alex 703-797-4508  <a href="mailto:ralex@sainc.com">ralex@sainc.com</a></td>
</tr>
<tr>
<td>Redhorse Corporation</td>
<td>TS Facility</td>
<td>Mark Walsh, Chief Operating Officer, <a href="mailto:mark.walsh@redhorsecorp.com">mark.walsh@redhorsecorp.com</a> / 619.922.2282 (office)</td>
<td>Vincent Bridgeman 202-236-4407  <a href="mailto:Vincent.bridgeman@redhorsecorp.com">Vincent.bridgeman@redhorsecorp.com</a></td>
</tr>
<tr>
<td>Team Member</td>
<td>Clearance</td>
<td>Contractual P.O.C.</td>
<td>Technical P.O.C.</td>
</tr>
<tr>
<td>-------------</td>
<td>-----------</td>
<td>--------------------</td>
<td>------------------</td>
</tr>
</tbody>
</table>
| **E3 Federal** 15-A-0015 | TS Facility | Dierdre Pender  
(571)699-3051; depnder@e3federal.com | Richard Schult, Director, Defense  
(571) 551-2714; rschult@e3federal.com |
| **SAIC** 15-A-0019 | TS Facility w/TS Storage | Crystal L. Sullivan  
703-291-6627; sullivancr@saic.com | Brendan C. Sullivan, Program Manager  
(703) 676-5114; brendan.c.sullivan@saic.com |
| **SPA** 15-A-0018 | TS Facility w/TS Storage | Jeff Neal  
703-399-7550; ineal@spa.com | Rachel Nuher  
703-399-7235; rnufer@spa.com |
| **Marstel-Day** 15-A-0017 | Secret | H.Lee Halterman, Partner GC  
703-839-5519; lh@marstel-day.com | J. Phil Huber, Partner  
(571) 338-6218; ph@marstel-day.com |
| **GKG** 15-A-0016 | TS Facility | Bill Fuller, Principal  
703-815-0290; bbrewer@goldenkeygroup.com | Robert Brewer, Senior Director  
(703) 815-0290; bbrewer@goldenkeygroup.com |
| **IEA** 15-A-0010 | TS Facility | Adam Comfort  
301-922-5400; acomfort@ieacorp.com  
Robert Miller  
703-682-4167; rmiller@ieacorp.com | Adam Comfort  
301-922-5400; acomfort@ieacorp.com  
Robert Miller  
703-682-4167; rmiller@ieacorp.com |
| **KPMG** 15-A-0014 | TS Facility | Jay Lane  
202-421-6504; Jaylane@kpmg.com | Vanna Johnson  
703-286-2277; vjohnson@kpmg.com |
| **Pro2Serve** 15-A-0013 | TS Facility w/Secret Storage | Kathy Gilmartin  
703-473-4165; gilmartin@p2s.com | Lesli Alcorn  
865-220-4377; alcornl@p2s.com |
| **WWW** 15-A-0012 | TS Facility | Ryann Glaccum  
202-681-2360; Ryann.glaccum@ww-consult.com | Ryann Glaccum  
202-681-2360; Ryann.glaccum@ww-consult.com |
| **Sehike Consulting** 15-A-0011 | Secret | Stacy Fleisher  
708-305-3369; Stacy.Fleisher@sehikeconsulting.com | Ed Rinkavage  
703-472-6917; Ed.rinkavage@sehikeconsulting.com |
wade.jost@redgategrp.com | Thomas Iak, VP  
703-867-3716; Thomas.iak@redgategrp.com |
<p>| <strong>PWC</strong> | TS Facility | Steven Cubarney | |</p>
<table>
<thead>
<tr>
<th>TEAMMember</th>
<th>Clearance</th>
<th>Contractual P.O.C.</th>
<th>Technical P.O.C.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Redhorse Corporation</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>15-A-0025</strong></td>
<td>TS Facility</td>
<td>Bernadine Holmes <a href="mailto:bernadine.holmes@redhorsecorp.com">bernadine.holmes@redhorsecorp.com</a> 619.241.4609 Ext 816</td>
<td>Vincent Bridgeman <a href="mailto:vincent.bridgeman@redhorsecorp.com">vincent.bridgeman@redhorsecorp.com</a> 202.236.4407</td>
</tr>
<tr>
<td><strong>The Tauri Group</strong></td>
<td>TS Facility w/Secret Storage</td>
<td>Sara Racette <a href="mailto:sara.racette@taurigroup.com">sara.racette@taurigroup.com</a> 571.303.2153</td>
<td>Mark Malatesta <a href="mailto:mark.malatesta@taurigroup.com">mark.malatesta@taurigroup.com</a> 703.647.2745</td>
</tr>
<tr>
<td><strong>Aveshka</strong></td>
<td>TS Facility</td>
<td>Raymond McIlwain <a href="mailto:rmcilwain@aveshka.com">rmcilwain@aveshka.com</a> 571.814.5703</td>
<td>Andrew Weis 571.814.5726 Christopher Kenly 571.814.5702 <a href="mailto:TEAMS@aveshka.com">TEAMS@aveshka.com</a></td>
</tr>
<tr>
<td><strong>Azimuth</strong></td>
<td>TS Facility w/Secret Storage</td>
<td>Charles Rossi <a href="mailto:crossi@aximuth-corp.com">crossi@aximuth-corp.com</a> 937-256-8571</td>
<td>Charles Rossi <a href="mailto:crossi@aximuth-corp.com">crossi@aximuth-corp.com</a> 937-256-8571</td>
</tr>
<tr>
<td><strong>IBM</strong></td>
<td>TS Facility w/Secret Storage</td>
<td>David Nolan <a href="mailto:dnolan@us.ibm.com">dnolan@us.ibm.com</a> (720) 395-2385</td>
<td>Jason Prow <a href="mailto:jprow@us.ibm.com">jprow@us.ibm.com</a> 202-441-1737</td>
</tr>
</tbody>
</table>

**Appendix II-TEAMS Market Research Information**

**TEAM (Prime Contractor) Schedule Coverage**
<table>
<thead>
<tr>
<th>Team Member/Core Sub (CS)</th>
<th>Financial Mgt</th>
<th>Mgt Support</th>
<th>Engineering</th>
<th>Advertising &amp; Marketing</th>
<th>HR Support</th>
<th>Environmental</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANSER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Barbaricum</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canvas</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engility</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LMI</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

| TEAM Booz Allen Hamilton |
|--------------------------|--------------|-------------|-------------|-------------------------|------------|---------------|

<table>
<thead>
<tr>
<th>Team Member/Core Sub (CS)</th>
<th>Financial Mgt</th>
<th>Mgt Support</th>
<th>Engineering</th>
<th>Advertising &amp; Marketing</th>
<th>HR Support</th>
<th>Environmental</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAH</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RGS &amp; Associates</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enlightened</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayvin Consulting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>iPT Associates</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| TEAM CACI                |
|--------------------------|--------------|-------------|-------------|-------------------------|------------|---------------|

<table>
<thead>
<tr>
<th>Team Member/Core Sub (CS)</th>
<th>Financial Mgt</th>
<th>Mgt Support</th>
<th>Engineering</th>
<th>Advertising &amp; Marketing</th>
<th>HR Support</th>
<th>Environmental</th>
</tr>
</thead>
<tbody>
<tr>
<td>CACI Federal, Inc.</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Deloitte Consulting</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Strategic Analysis</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Redhorse Corp</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Canvas</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| TEAM E3 Federal          |
|--------------------------|--------------|-------------|-------------|-------------------------|------------|---------------|

<table>
<thead>
<tr>
<th>Team Member/Core Sub (CS)</th>
<th>Financial Mgt</th>
<th>Mgt Support</th>
<th>Engineering</th>
<th>Advertising &amp; Marketing</th>
<th>HR Support</th>
<th>Environmental</th>
</tr>
</thead>
<tbody>
<tr>
<td>E3</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAIC/SCITOR</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Systems Planning</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
& Analysis, Inc.  &  &  &  &  
Martel-Day  & X  &  & X  
Golden Key Group  & X  &  & X  
Alion (S&T) (CS)  &  & X  &  
AT Kearney (CS)  & X  &  &  

<table>
<thead>
<tr>
<th>TEAM IEA</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Member /CORE Sub (CS)</td>
<td>FABS (Financial Mgt)</td>
<td>MOBIS (Mgt Support)</td>
<td>PES (Engineering)</td>
<td>AIMS (Advertising &amp; Marketing)</td>
<td>HR Support</td>
</tr>
<tr>
<td>IEA</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KPMG</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pro2Serve</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Sehlke</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wittenberg Weiner</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In addition, IEA has reachback via relationships with NC State, LA Tech, &amp; NC A&amp;T</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TEAM RedGate</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Member /CORE Sub (CS)</td>
<td>FABS (Financial Mgt)</td>
<td>MOBIS (Mgt Support)</td>
<td>PES (Engineering)</td>
<td>AIMS (Advertising &amp; Marketing)</td>
<td>HR Support</td>
</tr>
<tr>
<td>Red Gate Group</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canvas</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTSI</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>PWC</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Artlin Consulting</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TEAM Redhorse</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Member /CORE Sub (CS)</td>
<td>FABS (Financial Mgt)</td>
<td>MOBIS (Mgt Support)</td>
<td>PES (Engineering)</td>
<td>AIMS (Advertising &amp; Marketing)</td>
<td>HR Support</td>
</tr>
<tr>
<td>Redhorse</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Aveshka</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Azimuth</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tauri Group</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IBM</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SRA (Core Sub)</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**TEAMS BPA Holders Market Research Links**
All CTA Team Leads maintain a web page that lists their team members, affiliates, and core subcontractor schedules. This information includes a list of all available SINs that the CTA Team can support and the CTA’s experience, by SIN.

The market research information may be accessed at the following locations:

**ANSER:** [www.anser.org/TEAMS](www.anser.org/TEAMS) (Direct Link)

**BAH:** [www.boozallen.com](www.boozallen.com)

**CACI:** [www.CACI.com](www.CACI.com)

**E3:** [www.e3federal.com/WHSTEAMS.html](www.e3federal.com/WHSTEAMS.html) (Direct Link)

**IEA:** [www.ieacorp.com](www.ieacorp.com)

**RedGate:** [www.redgategrp.com/teams](www.redgategrp.com/teams) (Direct Link)

**Redhorse:** [www.redhorsecorp.com/vehicles/TEAMS](www.redhorsecorp.com/vehicles/TEAMS) (Direct Link)

**TEAMS Resources**
The following resource documents are attached:

- TEAMS Marketing Slick
- TEAMS PWS-Solicitation Template
- TEAMS Market Research Template
- TEAM Unsuccessful Quoter Notification (Technically Acceptable)
- TEAM Unsuccessful Quoter Notification (Technically Unacceptable)
- KO Consideration of Government Sources (BPA Level)
- Non-Personal Services Determination (BPA Level)
- Inherently Governmental Determination (BPA Level)
- Best Procurement Approach Determination (BPA Level)
- Coming Soon!—TEAMS Innovative Streamlined Acquisition Strategies