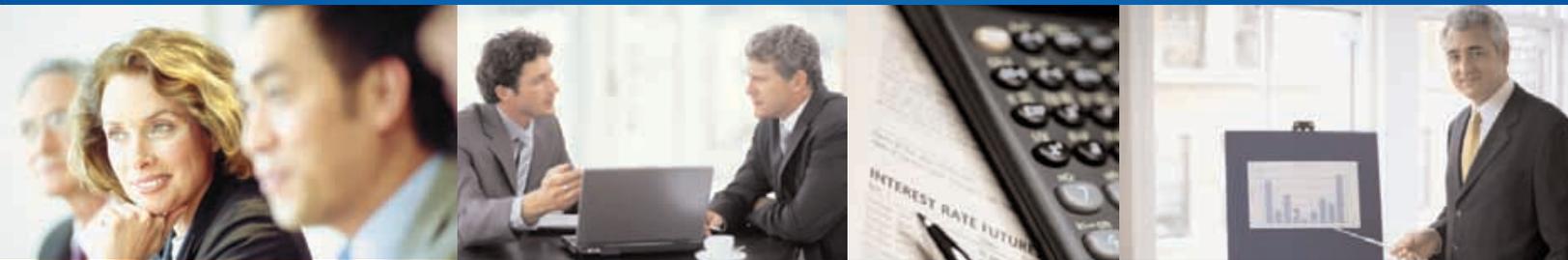


# GSA Assisted Acquisition Solutions



[www.gsa.gov/aas](http://www.gsa.gov/aas)



innovation





**Innovation. Service. Value.  
Acquisition Excellence.**

That's what federal agencies can expect when partnering with the Federal Acquisition Service for acquisition assistance. We offer value-added, customized, acquisition, project management, and financial management services designed to ensure you get the outcome you need when you need it. We focus on creative, yet compliant solutions for Information Technology and Professional Services products and services.

By providing common acquisition platforms for government, we have experience supporting every civilian and Department of Defense federal agency, so you get added value in our ability to provide best in class solutions.

Your requirements drive the solution and may include the use of GWACs, Multiple Award Contracts, GSA Schedules, Single Award or Agency-Specific Contracts, providing you with access to thousands of commercial partners for unlimited variety in Information Technology and Professional Services solutions.

Innovative Support. Total Value.  
GSA's Assisted Acquisition Services.





### **Technical Expertise**

Our trained staff consists of certified contracting, project management, and financial management professionals located throughout United States, Europe, and Asia. We offer expertise in formulating and executing Information Technology and Professional Services acquisitions and projects, including, but not limited to:

- Systems Design, Development, Configuration, Integration, Implementation, Maintenance, and Training
- Application Development and Deployment
- Independent Verification and Validation
- Risk Analysis and Security Plans
- Systems Security
- Hardware and Software Acquisition
- Data Center Outsourcing and Disaster Recovery
- SmartCard Technology
- Call Center
- Financial and Accounting Services
- Program Management Services
- Technical and Administrative Services
- Logistics Services
- Professional Engineering Services
- Business Process Improvement and Reengineering

Project Management Ingenuity.  
Acquisition Innovation. Financial Expertise.



## Acquisition Management

We deliver value through acquisition, project management and financial management excellence. We work with agency program, financial, contracting and legal counsel to ensure your requirements are met on time, within budget, at reduced risk resulting in best value solutions.

Our customized services are scalable and available when and where you need them.

You choose the services and the level of support you need for your requirements—small or large, simple or complex:

- Requirements Analysis
- Market Research
- Acquisition Planning and Acquisition Strategy Development
- Development of all acquisition documentation including: Performance Based Statements of Work/Statements of Objectives; Independent Government Cost Estimates, Technical Evaluation Criteria and Technical Evaluation Plans, and Quality Assurance Surveillance Plans
- Signing and Administering the Contract and/or Task Order(s)
- Project Management/COTR
  - Manage Project Schedule and Review Deliverables
- Earned Value Management

- Chair Progress Reviews
- Monitor Vendor Performance and Resolve Disputes
- Manage Award Fee Evaluation Boards
- Pay Vendor Invoices
- Funds Management
- Legal Support
- Contract Close-out

We ensure compliance with all applicable Federal Acquisition Regulations, including your agency's specific acquisition and financial management policies. We can also help you meet small, disadvantaged business goals and offer solutions such as the VETS GWAC, and HUBZone and 8(a) STARS contracts to do just that.

## Financial Management

Our focus on financial management means you can be assured that your agency's money will be spent in accordance with your appropriation, authorization and bona fide need. When we perform contract administration, we pay vendor invoices upon your acceptance of goods and services. Funds expenditures are tracked and reported monthly to you with line item detail.

value



## Getting Started

Doing business with the Federal Acquisition Service is simple. We work through Interagency Agreements (also known as Memorandums of Understanding) to establish the service level expectation, schedule and funding mechanism. As a cost-reimbursable, non-appropriated organization, our services are offered on a fee-for service basis and include hourly rates, fixed price and surcharge options.

We provide services and supplies pursuant to specific authority under 40 U.S.C. 501 and pursuant to an Executive Agent designation for the acquisition of information technology under the authority of the Information Technology Management Reform Act of 1996 (ITMRA) from OMB. Since GSA has specific statutory authority to provide services and supplies to Federal agencies, the authority of the Economy Act does not apply to GSA's provision of goods and services to the Federal agencies, with some minor exceptions.

The full-service and far-reaching nature of our capabilities allows for support on a surge or long-term basis, for strategic or transactional projects. We can even provide staff on-site with you.

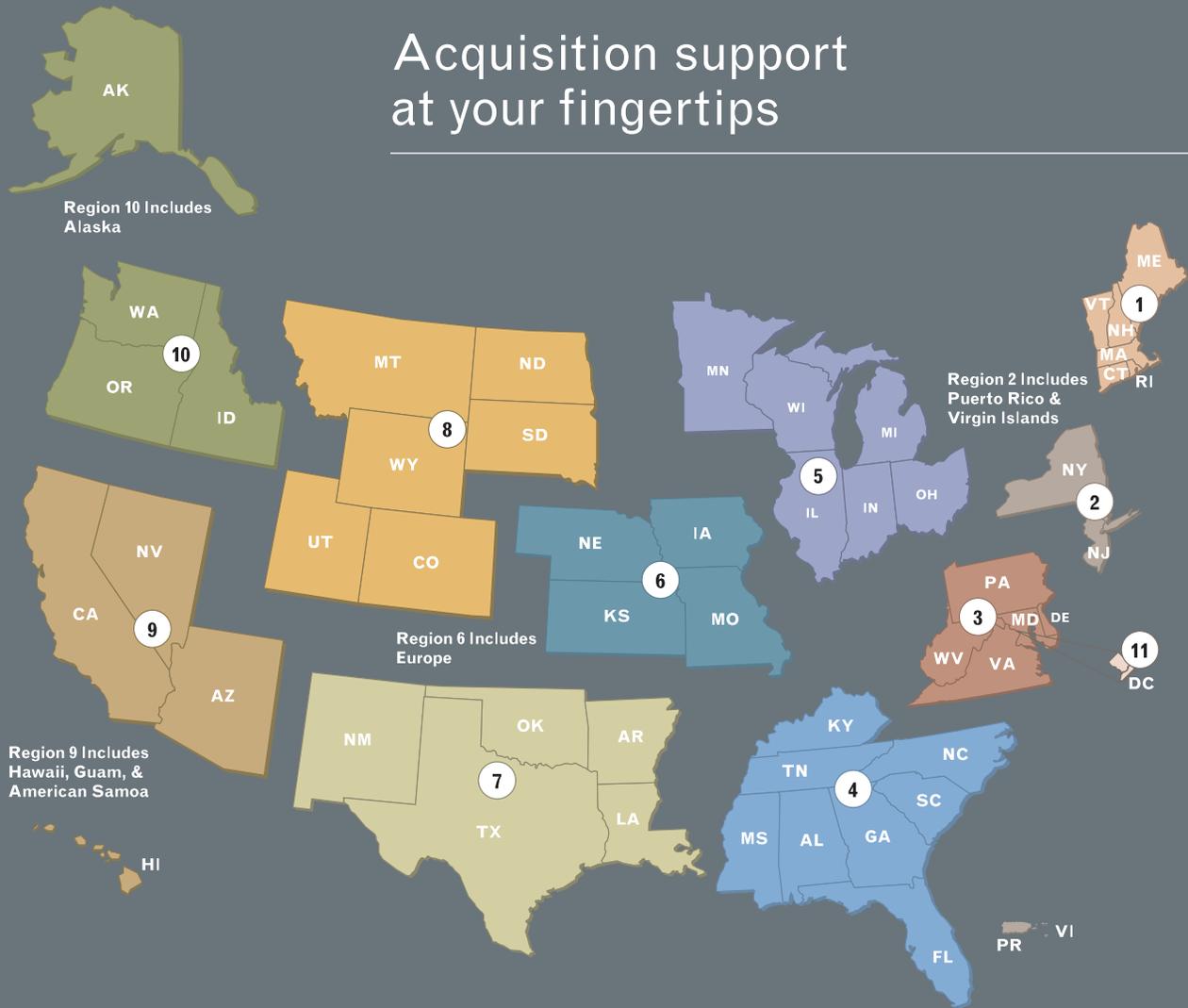
## Contact Us

If you've been a customer of GSA, we thank you for your business and look forward to continuing to support you. If you have questions or additional needs, please contact the service representative you are currently working with. If you haven't worked with us before and would like additional information, you may reach us by email at [assistedservices@gsa.gov](mailto:assistedservices@gsa.gov).

Mary Davie  
Assistant Commissioner  
Assisted Acquisition Services  
Federal Acquisition Service



# Acquisition support at your fingertips



## REGION 1

617-565-5762

## REGION 3

215-446-5802

## REGION 5

618-622-5801

## REGION 7

817-978-3709

## REGION 9

415-522-4557

## REGION 11

202-708-8100

## REGION 2

NY - Federal Plaza

212-264-1265

Fort Monmouth

732-532-5963

## REGION 4

404-331-3175

## REGION 6

866-472-2273

## REGION 8

303-236-6025

## REGION 10

253-931-7496

## FEDERAL SYSTEMS INTEGRATION AND MANAGEMENT CENTER

Supporting agencies nationally and abroad, **FEDSIM** guides large, complex Federal information technology (IT) or professional services projects to successful completion.

703-306-7673 (Defense)

703-306-7700 (Civilian)



Smarter Solutions

# acquisition assistance service innovation value

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GSA CENTRALIZED MAILING LIST SERVICE  
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