

Assisted Acquisition Services

Customized Expert Management Services



"You guys pulled it off again. You guys are the BEST. Thanks for the great customer support and getting the job done. Your efforts helped put a lot of people's concerns including my own at ease here. Please pass this thanks on to everyone who had a part in making this happen. I'll have the rest of the funding MIPR'ed to you after the holidays and we'll need to set up a kick off meeting. We'll talk in January."

Michael M.
DSCP, DLA



innovation





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

That's what federal agencies can expect when partnering with GSA 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 Governmentwide Acquisition Contracts, Multiple Award Contracts, GSA Multiple Award Schedules (MAS), 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

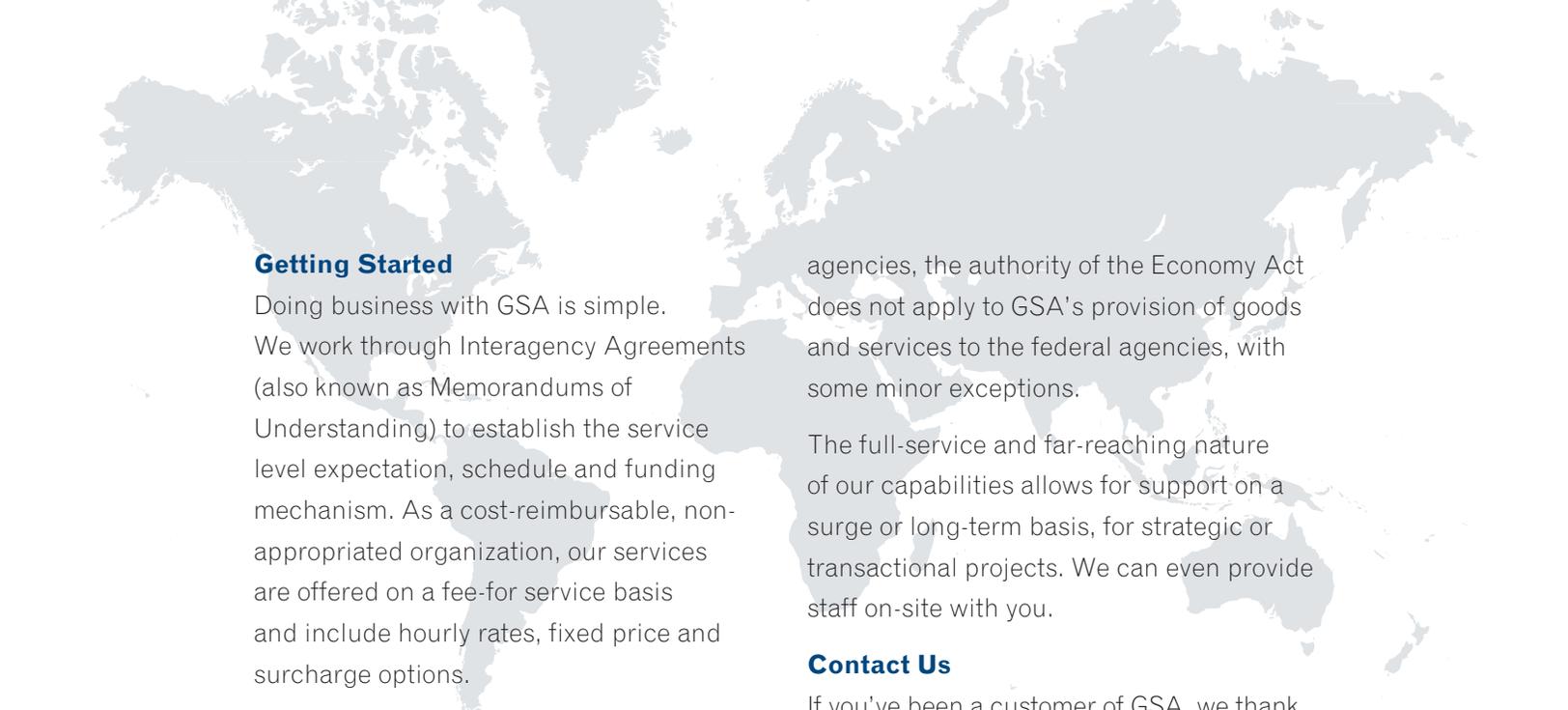
We ensure compliance with all applicable Federal Acquisition Regulations, including your agency's specific acquisition and financial management policies. We can also help you meet small, disadvantaged business goals and offer solutions such as the Veterans Technology Services (VETS) and 8(a) STARS Governmentwide Acquisition 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 GSA 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.

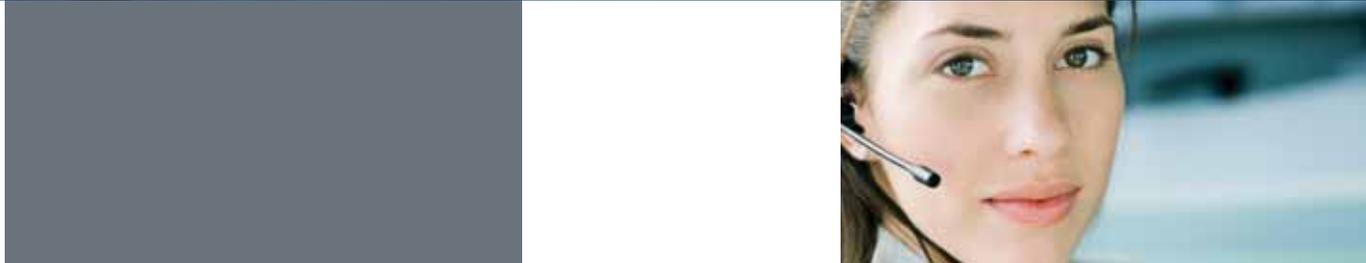
Contact Us

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 phone at (703) 605-3699 or by email at assistedservices@gsa.gov.

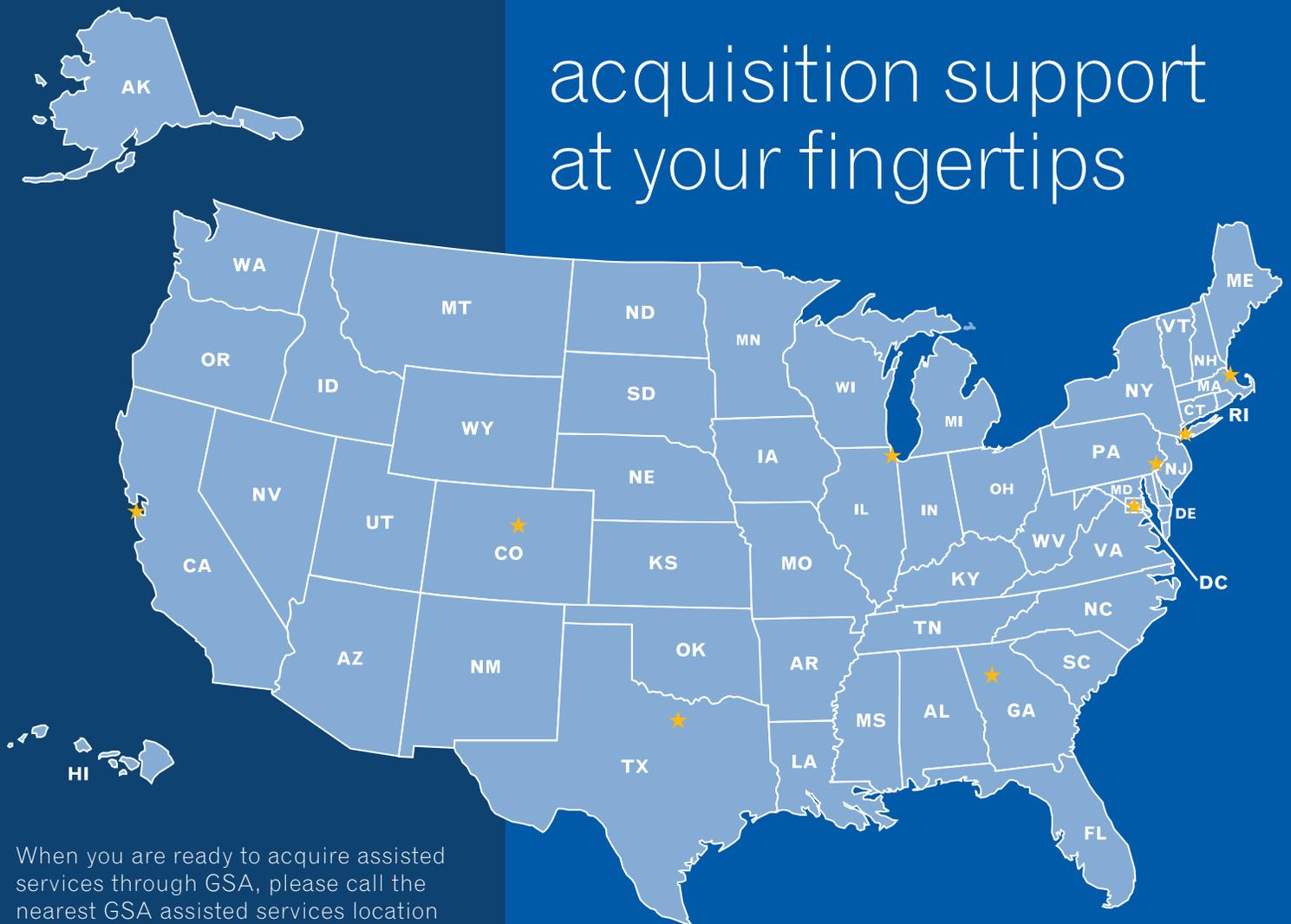
"Excellent customer service is achieved by GSA/AAS' sole mission of acquisition and prompt response to all requests for assistance."

Mary A.
NOAA, DOC

Mary Davie
Assistant Commissioner
GSA Assisted Acquisition Services



acquisition support at your fingertips



When you are ready to acquire assisted services through GSA, please call the nearest GSA assisted services location in the following major metropolitan areas:

- ★ **BOSTON, MA**
(617) 565-5721
- ★ **NEW YORK CITY, NY**
(212) 264-6949
- ★ **PHILADELPHIA, PA**
(215) 446-5055
- ★ **ATLANTA, GA**
(404) 331-3175
- ★ **CHICAGO, IL**
(618) 622-5801
- ★ **FT. WORTH, TX**
(817) 574-4333
- ★ **DENVER, CO**
(877) 734-8387
- ★ **SAN FRANCISCO, CA**
(415) 436-8202
- ★ **WASHINGTON, DC**
(202) 708-8100

In addition to providing assisted services nationwide from coast to coast, GSA's service coverage and availability also extends to the following locations:

- Puerto Rico
- American Samoa
- Virgin Islands
- Europe
- Guam

If you would like to receive further details or additional information, please visit www.gsa.gov/aas. You may also call **GSA Assisted Acquisition Services** at (703) 605-3699 or email assistedservices@gsa.gov.

Federal Systems Integration and Management Center (FEDSIM)

Supporting agencies nationally and abroad, FEDSIM guides large, complex federal assisted acquisition Information Technology or Professional Services projects to successful completion. To learn more on how FEDSIM can work for your agency, please contact GSA Assisted Acquisition Services FEDSIM:

- Call:
 - Toll Free – (866) 333-7461
 - Civilian Federal Agencies – (703) 605-3594
 - Department of Defense Federal Agencies – (703) 605-3595
- Or email fedsim@gsa.gov

GSA

Smarter Solutions

acquisition
assistance
innovation service
value

One Country. One Mission. One Source.

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