

## Human Capital and Training Solutions (HCaTS) - Frequently Asked Questions (FAQs)

### **Q: What is Category Management, and what is the focus of the Human Capital category?**

A: Category Management (CM) is a new approach to government acquisitions that examines the entire spend of the federal government. CM will organize the spending into product or service categories, such as IT Hardware, Office Supplies, or Professional Services. Each individual category will be managed as a strategic business unit, allowing the government to connect industry with buyers in a truly collaborative way.

Category Management is commonly used across industry to manage frequently purchased goods and services through standardized categories. While related to strategic sourcing, category management also encompasses strategies to drive performance, develop common standards, incorporate transparency in acquisition, and improve data analytics. This business paradigm identifies spend categories, develops concentrated expertise, shares best practices, and offers streamlined solutions. The goal is to increase efficiency and effectiveness, while reducing cost and service delivery duplication.

OPM was appointed as the Human Capital Category Executive. Reference Office of Management and Budget's (OMB) December 4, 2014 memo, [Transforming the Marketplace: Simplifying Federal Procurement to Improve Performance, Drive Innovation, and Increase Savings](#). The Human Capital and Training Solutions (HCaTS) strategic sourcing contract solution will be part of the Human Capital category.

### **Q: What is the role of GSA and OPM within the Human Capital and Training Services (HCaTS) solution?**

A: Through the GSA/OPM partnership, GSA will be principally responsible for contract administration, while OPM will be responsible for HCaTS policy oversight to ensure Federal agencies are properly matched with human resource solutions that meet their needs. OPM will continue to offer high quality products, while taking advantage of GSA's ability to provide government-wide cost savings and efficiencies through its Federal Strategic Sourcing expertise.

HCaTS, through delegated procurement authority and OPM assisted acquisition services, will provide Federal agencies with both direct access and assisted acquisition access to human capital management and training services..

### **Q: What are the key goals and objectives of the Human Capital and Training Services (HCaTS) solution?**

HCaTS seeks to acquire multiple qualified industry partners to provide human capital management and training services to meet the needs of the Federal workforce. The contract solution will conform to Federal agency-specific and OPM policies, procedures, rules, regulations, and other governing doctrines to include, but not limited to, the [Human Capital Assessment and Accountability Framework \(HCAAF\)](#).

### **Q: What is the scope and structure of the Human Capital and Training Services (HCaTS) solution?**

A: HCaTS will consist of two contract vehicles addressing the Federal government's human capital management and training services requirements. One contract vehicle will be called HCaTS and will be procured as a full and open procurement, the second, HCaTS SB, will be procured as a total small business set-aside.

Both HCaTS and HCaTS SB will consist of the same contract scope for Government-wide use for human capital management and training services, with the flexibility to use all contract types and provide pricing at the task order level. The services are intended to meet the human capital management and training services needs of all Federal agencies, both CONUS and OCONUS, and to be both commercial and non-commercial.

HCaTS will be able to assist Federal agencies in accomplishing the following objectives:

- Improve human capital management in accordance with the HCAAF and OPM governing doctrines and helping Agencies accomplish their assigned critical missions
- Increase the effectiveness and efficiency of critical business processes
- Provide optimal professional development opportunities to the Federal workforce
- Undertake effective change management initiatives
- Develop effective metrics to assess progress in carrying out human capital strategies
- Maximize the return on investment in human capital management and training services
- Maximize business opportunities for small businesses

**Q: What is the commitment that is anticipated, government-wide, regarding the HCaTS solution?**

A: OPM, as one of the largest purveyors of human capital and training services in the federal community, is the anchor agency for this contract solution and will help Federal agencies achieve the principles in the Human Capital Assessment and Accountability Framework (HCAAF). Every Federal agency follows the HCAAF as part of their ongoing human capital management planning process and execution. As of March 18, 2015, the Draft RFP for HCaTS has been released. Next steps include GSA and OPM working with the Category Management Leadership Council (CMLC), formerly the Strategic Sourcing Leadership Council, to secure commitments from Federal agencies outlining their intended use of the HCaTS solution.

**Q: Will the industry participation in the HCaTS pools be comprehensive enough to handle large and niche projects?**

The HCaTS solution is being built to allow the maximum number of industry partners to participate, provide meaningful competition, and still be manageable from an administrative perspective. The conscientious intent is to include a wide variety of industry partners, providing the best and most comprehensive mix of human capital management and training solutions to meet Federal agency requirements.

**Q: What is the anticipated number of industry awards under the HCaTS solution?**

A: The HCaTS PMO anticipates awarding 80 contracts per contract vehicle, for a total of 160 contracts; however, this number can change.

**Q: How will GSA and OPM engage with Industry in the Draft and Formal RFP phase?**

A: We have established a [Human Capital and Training Solutions \(HCaTS\)](#) community of interest on the GSA *Interact* blog to keep you informed of our activities. This is the primary forum we will use to share and request information from our industry partners. An Industry Day event will be held prior to the release of the Formal RFP. Details will be forthcoming about that event and will be posted on GSA *Interact* in the coming weeks.