THE STREAMLINDED SOLICITATION
Steps to Making it Easier

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June 6, 2017
Outline

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Project Vision

Current Status:
- A solicitation with **multiple** sections (depending on program) that is:
  - Repetitive
  - Confusing
  - Difficult to Understand

Future Status:
- A Solicitation with **3** Sections that will be:
  - Concise
  - Clear
  - Easy to Understand

*It is anticipated that the Streamlined Solicitation will have
A release of October 1, 2017*
Background and Benefits

Project Background*:
- This project was initiated to revise and/or restructure the Professional Services Schedule (PSS) solicitation in an effort to:
  - simplify the solicitation offer process making it easier for both new and legacy firms when submitting an offer
  - easier for the ordering agency to understand the solicitation and clause structure of the PSS program
  - easier for the GSA staff to evaluate and award offers in a more timely and efficient manner

Benefits:
- “plain language” whenever possible,
- Elimination of unnecessary duplication,
- Quality offer submission resulting in decreased rejections
- Facilitate efficient evaluation time for the contracting specialist conducting the review, evaluation and potential award

*This project has now been elevated to a national endeavor which will result in the other Multiple Award Schedule Programs following the same structure and outline.
Streamlined Solicitation Concept

The new streamlined solicitation should be easy to navigate with zero repetition and simplified instructions. The proposed format will be as follows:

<table>
<thead>
<tr>
<th>PART</th>
<th>SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Table of Contents</td>
</tr>
<tr>
<td></td>
<td>Cover Page</td>
</tr>
<tr>
<td>1</td>
<td>Significant Changes/Refresh #</td>
</tr>
<tr>
<td>2</td>
<td>Provisions (Vendor Instructions) and Evaluation Factors</td>
</tr>
<tr>
<td>3</td>
<td>Attachments</td>
</tr>
</tbody>
</table>
Key Factors - Entire Solicitation

- Mandating documents with standardized titles for each Offer
- One download button to download all documents associated with an offer
  (total downloaded documents - five in lieu of numerous)
  - One document for Administrative
  - One document for Technical
  - Three for Pricing Proposal (e.g. overall, PT, Labor Category Descriptions)
- Includes clear instructions that address specifically what is needed within each document.
- At the top of each section (e.g. Section 1 - Administrative) only one document will be submitted - identified by Company Name - Administrative Proposal
- Renamed the “Price Proposal Template” to “Pricing Template”
- Retained continuity between all 21 MAS programs while inserting areas of free text to allow for program specific requirements.
Key Factors - Administrative Proposal

The following is proposed for elimination:

- Pathways to Success Certificate - (will be strongly recommended but no longer a requirement with offer submission).
- Readiness Assessment Submission
- Agent Authorization Letters
- Cancellation letters/Rejection Notices
- Marketing Plans
- Need for any pending offers under other Schedules or existing MAS Contracts

The following requirements are revised:

- Proposing Revised Financials - Require audited/CPA reviewed Balance Sheets and Income Statements for the two most recent years
- Clarifying Requirements for financials
  - Addressing specific need (e.g. levels of CPA reviews)
Key Factors - Technical Proposal

- Reduced Project Description Requirements
  - Factor 2 - Relevant Project Experience
    - Require firms to submit one Project experience per SIN (in lieu of 2)
    - Require firm to submit SOWs with SIN relevant work highlighted
  - Factor 3 - Past Performance
    - Remove ORI (in lieu use CPARS for existing contractors or CPARS like customer evaluations (note - Contractor Past performance Questionnaire equal CPARS Report)
    - Firm must submit 3 past performance reports/questionnaires (example provided)

- Provide language to prevent misleading past performance information:
  - If misleading, falsified, and/or fraudulent past performance ratings are discovered, the Offeror shall be eliminated from further consideration for award. Falsification of any proposal submission, documents, or statements may subject the Offeror to civil or criminal prosecution under Section 1001 of Title 18 of the United States Code.

- Changed the name of the Price Proposal Template to Pricing Template (PT)
Key Factors - Price Proposal

- Pricing Support No Longer Required -
  - Future state to rely on horizontal Price Analysis

- Revised instructional language
  - Supporting labor category descriptions, training, products, fixed price services, and ODCs.

- Removed “Raising the Bar” Requirements for Services

- Updated the SCA to incorporate new name of SCLS
Key Factors - Evaluation Criteria

- Propose revising the current CI-FSS 151 provisions into one provision:

CI-FSS-151 Evaluation Criteria (Jan 2017)

The Government will consider award for a responsible Offeror, whose offer conforms to all solicitation requirements, is determined technically acceptable, has acceptable past performance, and whose prices are determined fair and reasonable.

- This simplified criteria benefits both TDR and non TDR programs
Key Factors - Legacy Proposal Submissions

- Offer must be identical to existing contract award

- All administrative and technical requirements waived

- If the Contractor has opted into TDR
  - Firms will be required to complete Section III Price Proposal for TDR (e.g., TDR Pricing Template, etc.)

- If the Contractor has not opted into TDR
  - Firms will be required to complete Section III Price Proposal (e.g., Pricing Template, etc.)
Key Factors - Clauses/Provisions

● All Clauses are moved and incorporated in full text under one document found in Part 3
  ○ Attachments (rename “Regulations Incorporated by Reference” document to “Clauses Document” and house only clause (no provisions) in that document).

● All provisions will be located in Part 2 - Vendor Instructions

● Unnecessary/obsolete/conflicting clauses removed

● Created a Schedule to Task Order flow down Matrix that defines clause application
Key Factors - Clauses/Provisions (continued)

● Create a new clause (e.g. I-FSS-970) to house language needed for ordering activities.

  o For example: SCLS language that is currently not housed in any clause but necessary for the Ordering Activity showing: **

  ▪ All SCLS Wage Determinations (WD) Revision (REV) #’s are incorporated at the contract level

  ▪ Ordering Activity is prohibited from incorporating a different SCLS WD Rev # to an order

**Unless and until DoL implements SCLS Policy at the ID/IQ level Governmentwide we will continue to incorporate all SCLS WD Rev #s at the MAS contract level.**
Key Factors - Clauses/Provisions (continued)

- Change clause “fill-in” language for CLAUSE 52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 2014) from “TBD by Task Order CO” to the following:

<table>
<thead>
<tr>
<th>Employee Class</th>
<th>Monetary Wage – Fringe Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>See SCA matrix on contractor price list for SCA Labor Category Title</td>
<td>Reference SCA Occupational Index for GS or WG grade equivalent: <a href="https://www.dol.gov/whd/regs/compliance/wage/SCADirV5/Vers5SCAIndex.pdf">URL</a></td>
</tr>
</tbody>
</table>

(Here is the URL: [https://www.dol.gov/whd/regs/compliance/wage/SCADirV5/Vers5SCAIndex.pdf](https://www.dol.gov/whd/regs/compliance/wage/SCADirV5/Vers5SCAIndex.pdf))

- Rationale: It is impractical for the Task Order CO to complete the clause as they have no idea what labor mix or labor category titles will be quoted for their requirement.
Suggested changes to the following clause in an effort to reduce no-sales contracts:

- **CURRENT TEXT:** 1-FSS-639 CONTRACT SALES CRITERIA (MAR 2002)  
  (a) A contract will not be awarded unless anticipated sales are expected to exceed $25,000 within the first 24 months following contract award, and are expected to exceed $25,000 in sales each 12-month period thereafter.  
  (b) The Government may cancel the contract in accordance with clause 552.238-73, Cancellation, unless reported sales are at the levels specified in paragraph (a) above.

- **PROPOSED TEXT:** 1-FSS-639 CONTRACT SALES CRITERIA (MAR 2016)  
  (a) A contract will not be awarded unless anticipated sales are expected to exceed $25,000 within the first 24 months following contract award, and are expected to exceed $25,000 in sales each 12-month period thereafter.  
  (b) The Government may cancel the contract in accordance with clause 552.238-73, Cancellation, *or elect to not exercise an available option period*, unless reported sales are at the levels specified in paragraph (a) above.

*Rationale: This will allow contracts with no sales to continue until option time.*
QUESTIONS
Streamlined Solicitation Process Point of Contact

- Questions, or comments specific to this project should be forwarded to Kathy Jocoy, Project Manager: 253-931-7080 // kathy.jocoy@gsa.gov

- General Questions relating to the Professional Services & Human Capital Category should be forwarded to Professionalservices@gsa.gov
Thank You