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ACQUISITION,
TECHNOLOGY
AND LOGISTICS

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MEMORANDUM FOR COMMANDER, UNITED STATES SPECIAL OPERATIONS COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES TRANSPORTATION COMMAND (ATTN: ACQUISITION EXECUTIVE)
DEPUTY ASSISTANT SECRETARY OF THE ARMY (PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY (ACQUISITION AND PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE (CONTRACTING)
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Data Call for AbilityOne Contract Management Support Services

OUSD(AT&L) Defense Procurement and Acquisition Policy (DPAP) will have approximately $12 million of Fiscal Year (FY) 2016 O&M funding for the sustainment of the experienced AbilityOne teams currently performing on twenty-five DPAP-funded task orders under the DoD-AbilityOne Contract Management Support (CMS) contract for administrative support services associated with contract closeout.

This data call is to identify organizations that have a demand for contract closeout support and are interested in actively participating by administering a task order and sending contract files (electronic or hard copy) to the AbilityOne closeout teams. New task orders will be issued by the Washington Headquarters Service (WHS) on behalf of the DoD customer against the follow-on AbilityOne Program CMS DoD-Wide Indefinite Delivery Indefinite Quantity contract vehicle which is currently being negotiated by WHS.

In order for DPAP to finalize a firm execution plan for the FY 2016 funding, complete and submit the attached spreadsheet by August 26, 2015, to Ms. Susan Pollack at susan.w.pollack.civ@mail.mil. Additional information on the data call is attached. Your participation in the CMS Program will have a direct result of creating job opportunities for people who are blind or who have other significant disabilities, and will reduce the contract closeout administrative workload which enables the contracting workforce to focus resources on critical mission support to the Warfighter.

Claire M. Grady

Claire M. Grady
Director, Defense Procurement
and Acquisition Policy

Attachment:
As stated

FY16 Data Call for the DoD-AbilityOne Contract Management Support Program

Instructions for completing the columns on the attached spreadsheet:

1) Identify the contracting office location (requiring office).
2) Requirement estimates; provide the number of contracts available for closeout by contract type and the estimated contracts available over a one year period of performance.
3) Indicate if your contracts are digitally available or will need to be boxed and shipped.
4) State if there is a requirement for an AbilityOne employee to assist with on-site inventory and boxing.
5) Identify and provide contact information for the Contracting Officer Representative (COR) who will administer the task order while working with DPAP, WHS, and the prime contractor; CORs should be identified at the Command/MAJCOM/SYSCOM or equivalent level.
6) Identify the IT systems used to complete contract closeout.
7) Confirm that your organization is able to provide Government Furnished Equipment, Common Access Cards, and applicable system access as required.
8) Provide an approximate date the records being closed out are available for sending to AbilityOne. O&M funding is a one-year appropriation, therefore, DoD customers must be ready to send files (inventory) to the AbilityOne closeout team soon after a task order is awarded.

Accessibility Requirements: Note that automated contracting systems used for contract closeout must be accessible for people who are blind or who have severe disabilities and must be able to be accessed from government and contractor locations. Each participating DoD Component will need to work with the AbilityOne Program to ensure this accessibility for their own contracting offices to contract writing systems, IT security and transfer protocols, physical location of the services, and expanded or specific closeout processes. For remote access, government furnished laptops are a recommended solution. Additionally, each task order COR will be required to participate in monthly program status meetings (via telecom) where the execution status of each task order will be discussed.

Background: The DoD-AbilityOne Contract Management Support (CMS) Program was established under Indefinite Delivery Indefinite Quantity (IDIQ) contract, W9124D-10-D-0021, awarded by the Army for DoD-wide use on June 29, 2010. CMS was concurrently added to the AbilityOne Program Procurement List, requiring all DoD Components to utilize the Army IDIQ when outsourcing for non-inherently governmental contract closeout support. The CMS Program creates career oriented, upwardly mobile employment for people who are blind or who have other severe disabilities, and for wounded veterans.

Program Stats Update: As of June 2015, the CMS program has received 349,053 contracts from DoD for closeout, identified $1.35 Billion available for de-obligation, $838.1M of which has been de-obligated through the procurement system, and 8.6 million images have been scanned. There are 126 people with disabilities of which 20 are wounded veterans, who perform work on the CMS task orders. As a result of outstanding performance, the Department has hired 23 of these employees to be part of the defense workforce.