This meeting is being recorded

U.S. General Services Administration

Federal Acquisition Service

GSA 2025 Main Bus Program
Pre-Solicitation Conference
Solicitation 47QMCA24R0006
January 18, 2024

* Adult Work Buses
* School Buses
* Shuttles
* Coaches

Craig Yokum
GSA Contracting Officer

AGENDA

- Welcome: Leonard Fedoruk, GSA Vehicle Purchasing Director
- Overview and Proposal Submission: Craig Yokum, Contracting Officer
- Engineering: John Hampson, Engineering Branch Chief & Dillon Akyuz, Engineer
- Quality Assurance: Bill Wesolowski, QA Branch Chief
- GSAFleet.gov Instructions: Caroline Kassar & Erica Rollins, GSA Operations and Maintenance Branch

- **Q&A Session via web chat only.**

GSA Office of Fleet Management
Center for Vehicle Acquisition
FY 2024

GSA Vehicle Purchasing

Leonard Fedoruk,
Director, GSA Vehicle Purchasing

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Center for Vehicle Acquisition
FY 2024

GSA Contracting

Craig Yokum,
Contracting Officer / Source Selection Authority
Light Automotive Acquisition Support

GSAFleet.gov

ACQUISITION PROCESS SUMMARY

Technical

Requirements Development

→

Pricing

Solicitation
Proposal Submission*
Evaluation
Award

→

Ordering

Order Placement
Contract Administration

**In addition to other proposal submission requirements of the solicitation (Administrative Requirements/Technical Proposal)*

PLANNED IMPORTANT DATES

- January 18, 2024 – Pre-Solicitation Conference
- January 26, 2024 – Draft Federal Standard 833T Release
- February 12, 2024 – New Models Due to Engineering
- March/April 2024 – Federal Standards Comment Collector (Public & Vehicle Suppliers Comment Period)
- June 3, 2024 (anticipated) – Final Federal Standard 833T
- June 18, 2024 (anticipated) – Draft Solicitation posted in SAM

Automotive & Vehicle Product availability…….

- Vehicles available year round
- Orders can be placed 24/7 via **GSAFleet.gov**
- Closeout dates can be checked via Vehicle Availability List (VAL)
- “Rules of the Road” provides important updates
- Vehicle Buying email: vehicle.buying@gsa.gov

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GSA Engineering

John Hampson,
Chief, Vehicle Engineering Branch
Vehicle Purchasing Division

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Buses Engineering & Customer Support

- Federal Standard 833
- Dillon Akyuz (primary engineer), doruk.akyuz@gsa.gov
- Russ Miller (secondary engineer), russell.miller@gsa.gov
- John Hampson (Branch Chief), john.hampson@gsa.gov
- Vehicle Buying: vehicle.buying@gsa.gov

Vehicle Engineering & Supplier Quality Services - John Hampson, Bill Wesolowski

- Development of Vehicle Standards & Requirements
- Technical Subject Matter Experts
- Product Inspections
- Product Acceptance from the Contractor

Development of Federal Vehicle Standards

- Draft standards are released each year and are commented on through public comment collector - industry and customers
- Standards finalized based on industry, customers, and GSA specification, NHTSA, DOT, & other Federal Regulations
- Separate standard for each type (school/adult, shuttle, coach)
- Appendix for all buses
- Commercially available vehicles only

Engineering Support Services

- Market Research and Analysis of Alternatives
- Emerging Technologies
- Systems Engineering and Integration
- Assistance with the GSA process
- Option “Collision” analysis and support

Engineering Support Services, continued

- Project Planning and Management
- Industry Expertise
- Technical evaluation boards
- Warranty/Post Delivery Support
- Certified Contracting Officer's Representatives (COR)

School/Work Buses

U.S. General Services Administration

Federal Acquisition Service

Type A

A small conversion bus using a cutaway front section with a left side vehicle driver's door.

Type B

A small school bus with the entrance door located behind the front wheels.

Type C

A large school bus with the entrance door being behind the front wheels. It is also known as a conventional style school bus.

Type D

A large bus with the entrance door located ahead of the front wheels and is also known as a rear engine or front engine transit style school bus.

200 vs 300 SERIES

The 300 series buses are an "engineer's recommended build", whereas the 200 series buses are more of a "bare minimum build" intended for agencies who may be on a tighter budget. The 200 series buses are still held to very high performance and safety standards; however, they may have reduced comfort and long-term durability when compared to a 300 series build.

Light/Medium Duty Shuttle Buses

- Built on van/truck chassis
- 10 passenger to 36 passenger
- Similar to airport shuttle bus

Coach Buses

- 49 to 56 passengers
- Double decker 75 passengers (height limitations to be considered)
- Long distance comfort, bathroom options

Program Management Office

- Federal standards/minimums – Designed to specify a product that will perform the customer's desired missions
- No experimental vehicles – We need vehicles with proven history and operation
- Inspections – Performed to ensure the vehicle received is the vehicle specified and purchased
- New models will be permitted: 1.Open Season periods and 2. 888E offers
- Thank you! - Without your products the Federal Government would stop in its tracks

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GSA Quality Assurance

William Wesolowski,
Chief, Quality Assurance Branch
Vehicle Purchasing Division

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Quality Assurance

- PAR is performed to validate Contractor's Production Facility, Quality & Manufacturing Systems & Process Controls
- Vehicle Inspections performed by GSA (IOA) Industrial Operations Analyst.
  - First Production Vehicle Inspection
  - 100% End Item Vehicle Inspection
- Test Drive & 100% equipment function test
- Verify the vehicle meets all contract and order requirements

2 Stage Acceptance of Vehicles

- **Stage 1:** Vehicle is inspected at the approved inspection point listed in your contract:
  - Industrial Operations Analyst (IOA) signs the applicable release form authorizing the vehicle for shipment:
    - GSA Form 308 (Notice of Inspection) or
    - DD250 (Material Inspection and Receiving Report)
- **Stage 2:** Vehicle is shipped to closest PDI center to delivery location, Vehicle receives PDI and shipped to delivery address listed on Motor Vehicle Purchase Order (MVDO)
  - Customer signed completed PDI form and final release document sent to IOA for signature
    - GSA Form 308/DD250 (as applicable) remarked “approved by final delivery destination”

Performance Metrics – How GSA Evaluates Supplier Performance

- GSA (IOA) Industrial Operations Analyst will continually monitor contract compliance through direct vehicle inspection.
- Performance Standard for On-Time Shipment is 95% of your Period of Performance Total
- Current vendors
  - Failure to meet benchmark for two successive periods could affect past performance evaluations
- New vendors
  - Evaluated on prior commercial contracts

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GSA Contracting

Craig Yokum,
Contracting Officer / Source Selection Authority
Light Automotive Acquisition Support

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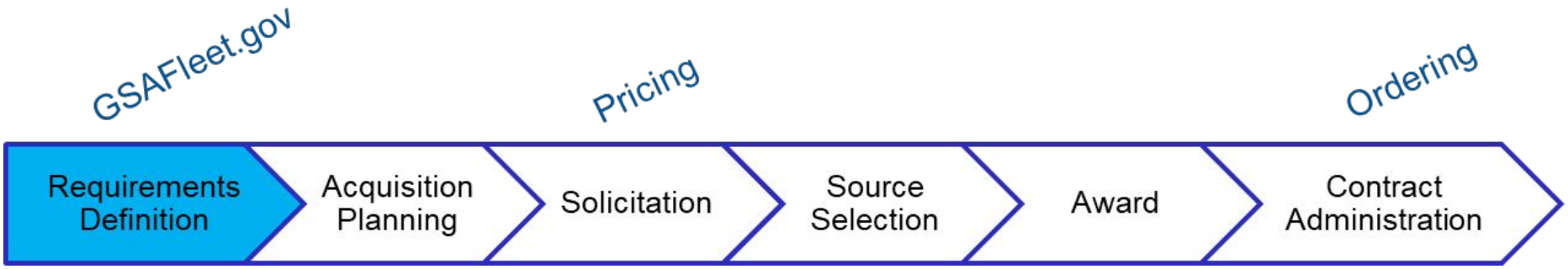
LIGHT VEHICLES ACQUISITION SUPPORT

- Requirements Definition
- Acquisition Planning
- Solicitation
- Source Selection/Evaluation
- Award
- Contract Administration

Customer Procurement/Acquisition Process

- Review vehicle minimum standards
- Select items and options
- Evaluate price
- Make a **Best Value** decision
- Verify Motor Vehicle Delivery Order (MVDO) immediately
- Check ship status in GSAFleet.gov
- Inspect vehicle before delivery acceptance
- Ensure Certificate of Origin (COV) arrives

CONTRACT PROCESS SUMMARY



Requirements Definition

- Starting point for acquisition process
- Develop customer requirements by collecting product and component information to meet a specific customer need
- Potential offerors must request a GSAFleet.gov account to participate in acquisition process
- Sources Sought Notice posted to SAM.gov (Contract Opportunities)

Acquisition Planning

- Market Research performed
- Requirements are further defined
- Risks are addressed and mitigated
- Make/Models identified
- Clauses/Provisions identified

Solicitation

- Defined solicitation posted to Contracting Opportunities (www.SAM.gov) with open/closing dates/times
- Indefinite delivery/Indefinite quantity (IDIQ)
- Period of Performance – 60 months with annual Open Seasons No minimum sales requirements
- Full-and-open competition
- FAR Part 12 (Commercial Items) and FAR Part 15 (Contracting by Negotiations)
- Mandated use of GSAFleet.gov for ordering
- Requests for Explanation/Information
- Contract administration responsibilities retained by PCO

Source Selection/Evaluation

- Volume 1: Responsibility Determination
  - Financials, Delivery Schedule, Performance, Facilities, etc.
- Volume 2: Technical Proposal Evaluation
  - Evaluation procedures in the solicitation
- Past Performance Evaluation
  - CPARS, offeror-supplied past performance information
- Volume 3: Price Analysis
- Contracting Officer may ask for Proposal Clarifications

Award

- Source Selection authority makes award recommendations
  - Multiple Contract Awards anticipated
- Solicitation Clauses, Technical Proposal, Pricing Proposal, other Terms/Conditions become part of each final contract award
- Award notices posted to SAM.gov

Contract Administration

- Customers make bus selections in AutoChoice
- Vendors ship buses in accordance with contract terms/conditions (FOB Destination)
- Weekly Status Reports
- Monthly Status Reports
- Notification of Vehicle Delays
- Notification of Vehicle Defects
- Other contract administration actions as necessary – Contract and Order Modifications
- 95% on-time shipment performance benchmark

888E Process

- Intended to accelerate the adoption of EVs
- Ability to offer full-electric vehicles at any point throughout the yearly contract cycle
- On-Board new offerors at any time
- We can create new SINs to accommodate offerings if we think they will be in demand

HELPFUL RESOURCES

- www.gsa.gov – GSA website
- www.gsa.gov/automotive – Vehicle Buying website
- www.vehiclestd.fas.gsa.gov/CommentCollector/Home - Federal Vehicle Standards
- https://www.fedconnect.net/FedConnect/Default.htm - FedConnect
- www.sam.gov – SAM website
- www.acquisition.gov – FAR/GSAM website

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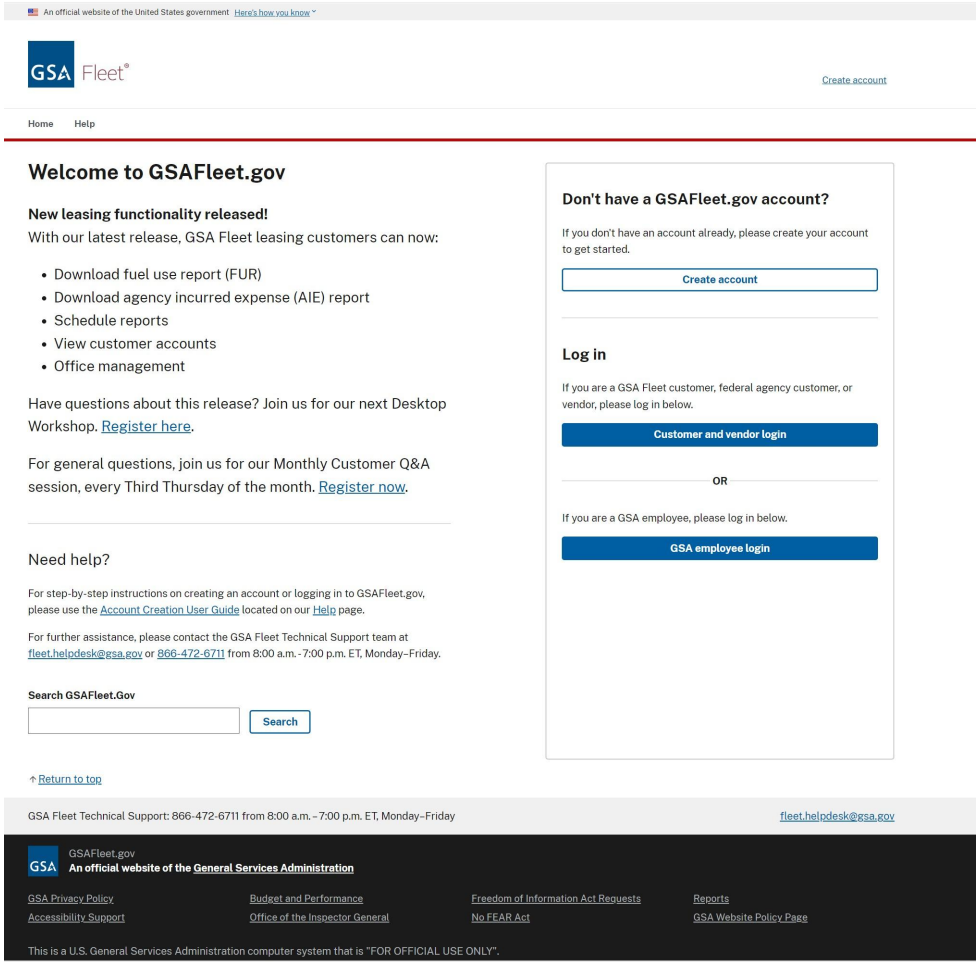
GSA Systems

Caroline Kassar,
Operations and Maintenance Branch

GSAFleet.gov

AutoVendor is Migrating to GSAFleet.gov

AutoVendor will be migrating to GSAFleet.gov in the near future. More information and training will be provided prior to the Bid Period to enter Standards and Bid data.



How do I access GSAFleet.gov?

To access GSAFleet.gov, log into: https://GSAFleet.gov

To request a GSAFleet.gov account, email the **Account Request Form** to: automotiveedi.partnerships@gsa.gov.

Be sure these fields are completed:

1. Company Name
2. UEI Number
3. Address
4. Business Size (small or large)
5. **Vendor Manager(s) for account management**
6. User's Name and email address(s)
7. Telephone
8. **Email address(s) for order receipt (unless an EDI vendor, this is the email address orders will be sent to)**

***FAX orders have been eliminated.**

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GSA Systems

Erica Rollins,
Catalog Product Manager, Purchasing Division

GSAFleet.gov

Federal Vehicle Standards Comment Collector

- The Federal Vehicle Standards are posted for comments from interested parties for approximately 30 days during certain parts of the year as part of the annual development, coordination, and maintenance of the standards.
- We want to hear your feedback

Federal Vehicle Standards Pre-Bid Work

- New functionality scheduled to be released in April 2024
- Allows vehicle suppliers to:
  - Indicate standard items they are interested in bidding on
  - Identify makes and models they intend to offer for a Standard Item (if known)
  - This information will be used to populate the vehicle suppliers bid template which will save time during the bid process.

Bid Management in GSAFleet.gov

- Scheduled to be released in May/ June 2024
- Combines legacy AutoStandards and AutoBid into one
  - Pre-bid selections will be used to generate bid line items; suppliers can add and remove line items as needed
  - Suppliers will enter bid details to include technical specifications and pricing; technical exceptions will be entered in the system
- Ability for vehicle supplier to import prior year bid data into current year bid
- Allows vehicle supplier to copy bid input data between line items

Still have Questions or Need More Information?

GSAFleet.gov Account Submission Forms:
Caroline Kassar or Mike Chipman
AutomotiveEDI.Partnerships@gsa.gov

All other GSAFleet system related inquiries
Fleet Modernization:
FleetSystemsModernization@gsa.gov

GSA Automotive Customer Care:

(844) 472-1200

vehicle.buying@gsa.gov

GSA Points of Contact

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QUESTIONS?