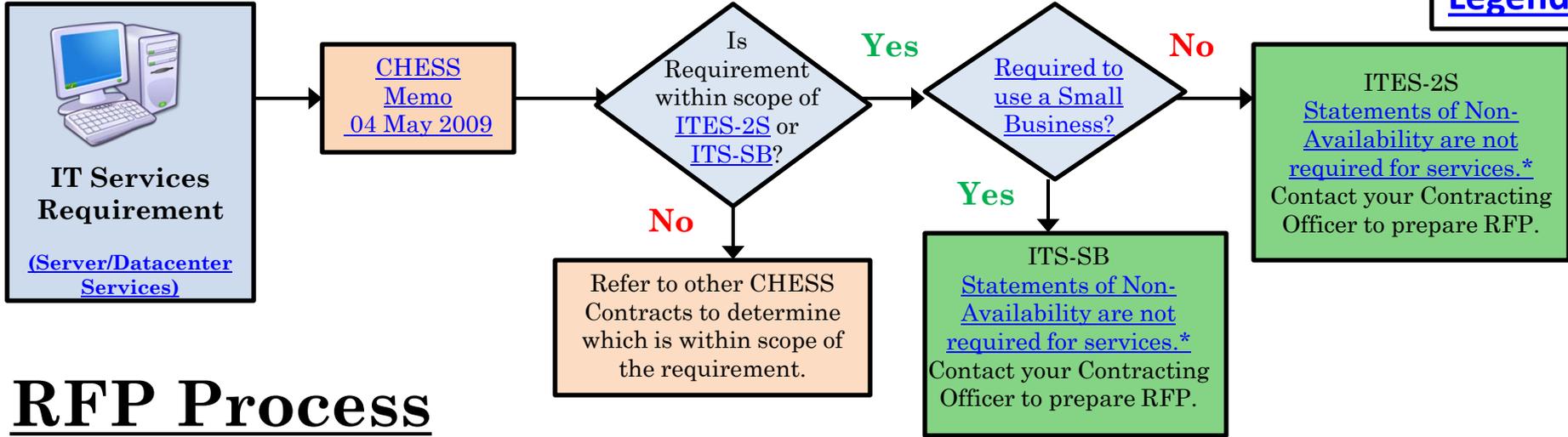
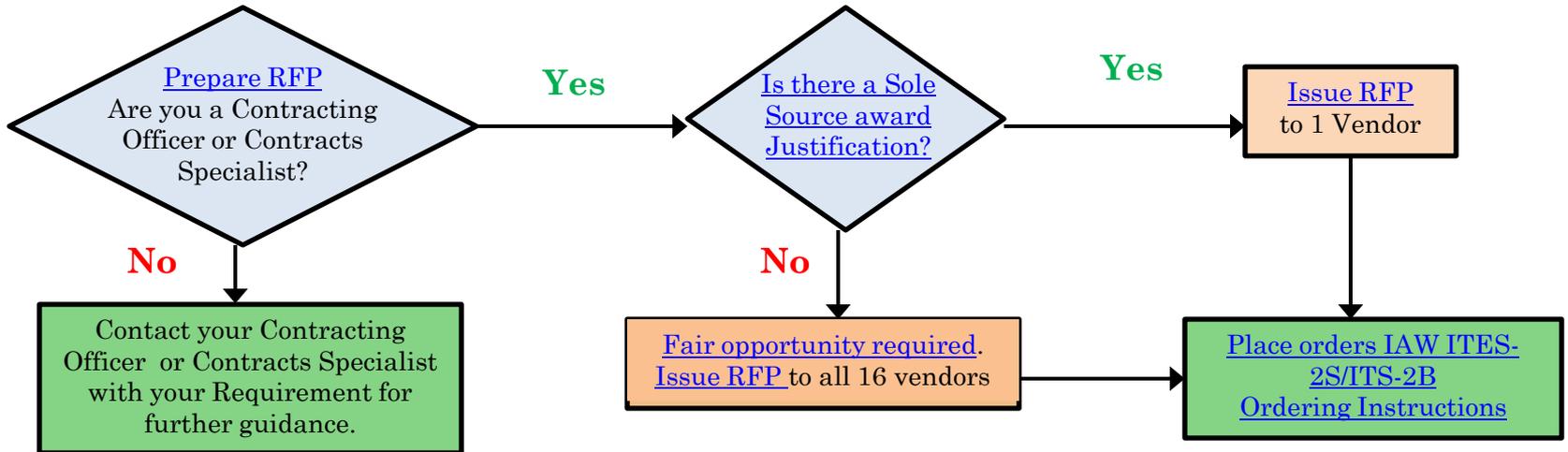


# CHES Services Flow Chart

**Legend**



## RFP Process



\*A Goal 1 Waiver is required for Service, support, and maintenance contracts for an existing data center.

# Legend

	Blue - Planning Action/Business Process rule
	Red - CHES/CIO G6 - Related Action
	Green - Purchasing Action
	Home Icon – Return to Flow Chart



# ITES-2S Scope

- The ITES-2S contracts are the Army's preferred source for the purchase of a full range of services and solutions within CONUS and OCONUS. The IT services solutions include but are not limited to the following Task Areas: Business Process Reengineering (BPR), Information Systems Security, Information Assurance, Information Technology Services, (CAD/CAE/CAM), Development, Software/Middleware Development, Enterprise Design Integration and Consolidation, Education/Training, Program/Project Management, Systems Operation and Maintenance and Network Support.
- A more comprehensive list of scope items can be found on pages 71-73 under "2.0 Scope" in the contract.
- Maintenance
  - Any maintenance services that require a new purchase of software/hardware products outside of designated CHES software or hardware contracts will require a Statement of Non-Availability and Goal 1 Waiver for those products.



# Waivers for Services

- **AFARS Section 5139.101: Policy**
  - (c) **Waivers from CHES are not required when procuring IT services.** However, if IT Hardware and/or Software are required as part of an Army IT service contract, a waiver for the hardware and software is required, (If that hardware and/or software is not procure through CHES. [AFARS Revision #25, Item XIX, dated April 1, 2010])
  
  - A Statement of Non-Availability is also not required for services.
  
- Note!: A Goal 1 Waiver is required for Service, support, and maintenance contracts for an existing data center. [See here for more details.](#)



# Small Business Requirements

- **AFARS Section 5139.101: Policy.**
  - (b) When procuring IT services, consideration must be given to setting aside requirements for small businesses and other small business categories, in accordance with FAR Part 19.
  
- [ITS-SB Contract](#)
  - Non-mandatory contract vehicle provided by CHES to satisfy small business services requirements
  - **Scope:** The scope of the Information Technology Services - Small Business (ITS-SB) contract includes a full range of services and solutions necessary for the Army to satisfy its support of the Army enterprise infrastructure and infostructure goals with information technology (IT) services within CONUS. The IT services solutions are categorized in the following task areas; Electronic Product Environmental Assessment Tool (EPEAT), Information Assurance (IA), Independent Verification & Validation (IV&V), Internet Protocol Version 6 (IPv6) Engineering Services, Migration / Integration IT Services, and Warranty and Maintenance. Ordering is open to, Army, DoD and other Federal Agencies.



# Fair Opportunity

- **FAR 16.505 Ordering.**
  - (b) Orders under multiple award contracts—
    - (1) Fair opportunity.
      - (i) The contracting officer must provide each awardee a fair opportunity to be considered for each order exceeding \$3,000 issued under multiple delivery-order contracts or multiple task-order contracts, except as provided for in paragraph (b)(2) of this section.



# Sole Source Justification

- FAR 6.302 defines 7 general circumstances for creating a Sole Source Justification. The following is an excerpt:
- **Circumstances permitting other than full and open competition.**
  - 6.302-1 Only one responsible source and no other supplies or services will satisfy agency requirements.
  - 6.302-2 Unusual and compelling urgency.
  - 6.302-3 Industrial mobilization; engineering, developmental, or research capability; or expert services.
  - 6.302-4 International agreement.
  - 6.302-5 Authorized or required by statute.
  - 6.302-6 National security.
  - 6.302-7 Public interest.



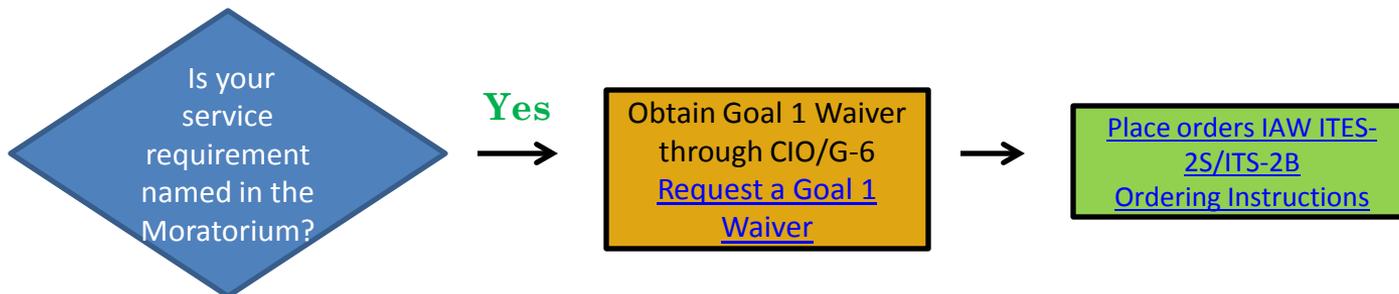
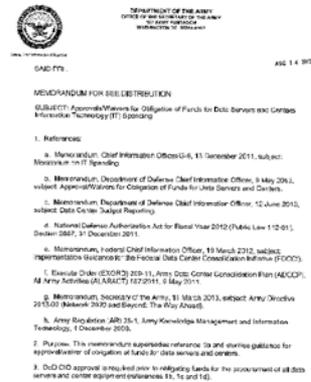
# Issuing an RFP

- Submit a Request for Proposal to ITES-2S and ITS-SB vendors by using the CHES RFP tool found [here](#). (Must be registered and logged in)
  
- Average turnaround times for requests submitted through the RFP tool are as follows
  - Acknowledgement Expected Date: 2 Days
  - Response Expected Date: 3 Days
  - Due Date: 10 Days
  
- For detailed instructions on how to utilize the RFP tool, refer to the CHES tutorials found [here](#).



# Moratorium on IT Spending

- The following memo establishes the requirement to obtain a Goal 1 Waiver for data center-related services. The items named in the following guidance require a Goal 1 Waiver before purchasing, whether through CHES or an outside source.



# ITES-2S/ITS-SB Ordering Instructions

- [ITES-2S Ordering Guide](#) (CAC Authentication Required)
  - Instructions to create a Task Order on the ITES-2S contract can be found in the ITES-2S Ordering guide.
- [ITES-2S Contract Page](#)
- [ITS-SB Ordering Guide](#) (CAC Authentication Required)
  - Instructions to create a Task Order on the ITS-SB contract can be found in the ITS-SB Ordering guide.
- [ITS-SB Contract Page](#)

