Step-by-Step Instructions for Accessing the General Services Administration (GSA) COVID-19 Response Support Services Contract Mechanism
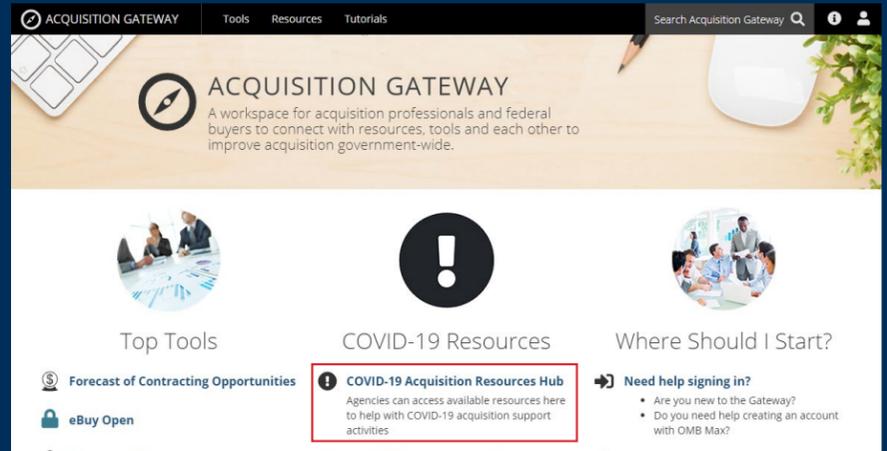
Background

- The COVID-19 response has put enormous stress on available resources. To address this need, GSA developed a COVID-19 response support package for state, tribal, local, and territorial (STLT) public health departments in search of contracts with vendors for surge staffing and other needs.
- GSA identified more than 120 vendors able to provide COVID-19 support services covering all regions of the country, tribes, territories, and freely associated states.
- The scope of services includes medical and other personnel, equipment, wrap-around services, contact tracing, and logistical support.
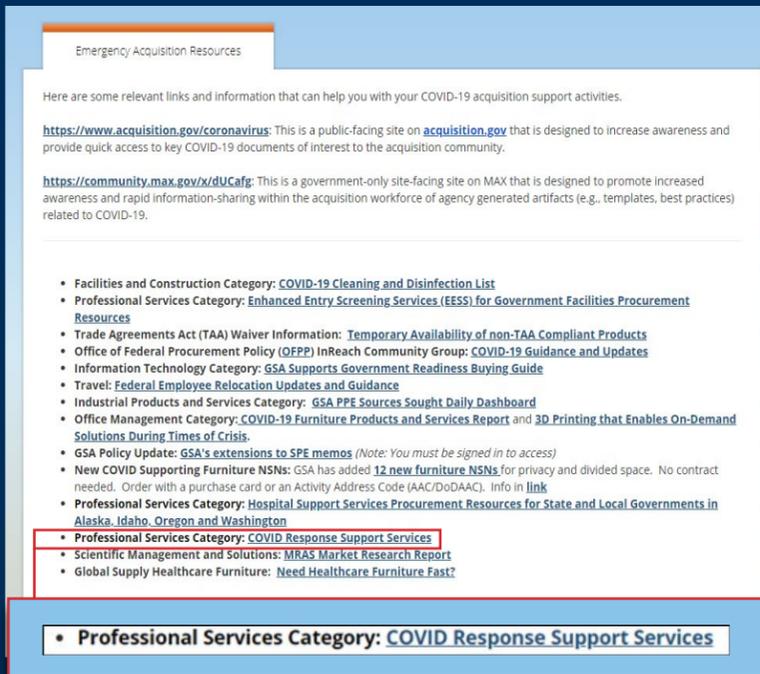
Process

- This GSA mechanism provides tools a jurisdictional procurement or contracting office is likely to need, including market research, sample statements of work, and cost estimates.
- Each jurisdiction should follow its own regulations and processes for entering into contracts with vendors.
- Use the following tips and screenshots to access the GSA COVID-19 tools available on the Acquisition Gateway.

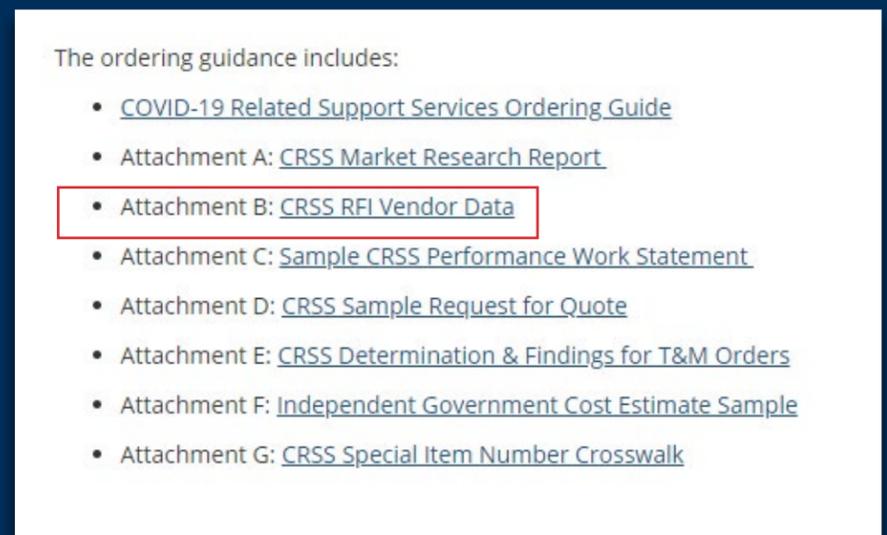
STEP 01 Go to the COVID-19 Acquisition Resources Hub.

ACQUISITION GATEWAY

A workspace for acquisition professionals and federal buyers to connect with resources, tools and each other to improve acquisition government-wide.

- Top Tools
- COVID-19 Resources
- Where Should I Start?

Forecast of Contracting Opportunities

eBuy Open

COVID-19 Acquisition Resources Hub
Agencies can access available resources here to help with COVID-19 acquisition support activities

Need help signing in?
- Are you new to the Gateway?
- Do you need help creating an account with OMB Max?

STEP 02 Select the Professional Services Category in the Emergency Acquisition Resources list.

Emergency Acquisition Resources

Here are some relevant links and information that can help you with your COVID-19 acquisition support activities.

https://www.acquisition.gov/coronavirus: This is a public-facing site on acquisition.gov that is designed to increase awareness and provide quick access to key COVID-19 documents of interest to the acquisition community.

https://community.max.gov/x/dUCafg: This is a government-only site-facing site on MAX that is designed to promote increased awareness and rapid information-sharing within the acquisition workforce of agency generated artifacts (e.g., templates, best practices) related to COVID-19.

- Facilities and Construction Category: COVID-19 Cleaning and Disinfection List
- Professional Services Category: Enhanced Entry Screening Services (EESS) for Government Facilities Procurement Resources
- Trade Agreements Act (TAA) Waiver Information: Temporary Availability of non-TAA Compliant Products
- Office of Federal Procurement Policy (OFPP) InReach Community Group: COVID-19 Guidance and Updates
- Information Technology Category: GSA Supports Government Readiness Buying Guide
- Travel: Federal Employee Relocation Updates and Guidance
- Industrial Products and Services Category: GSA PPE Sources Sought Daily Dashboard
- Office Management Category: COVID-19 Furniture Products and Services Report and 3D Printing that Enables On-Demand Solutions During Times of Crisis.
- GSA Policy Update: GSA's extensions to SPE memos (Note: You must be signed in to access)
- New COVID Supporting Furniture NSNs: GSA has added 12 new furniture NSNs for privacy and divided space. No contract needed. Order with a purchase card or an Activity Address Code (AAC/DoDAAC). Info in link
- Professional Services Category: Hospital Support Services Procurement Resources for State and Local Governments in Alaska, Idaho, Oregon and Washington
- Professional Services Category: COVID Response Support Services
- Scientific Management and Solutions: MRAS Market Research Report
- Global Supply Healthcare Furniture: Need Healthcare Furniture Fast?

- **Professional Services Category: COVID Response Support Services**

STEP 03 Click on Attachment B to download a spreadsheet file with basic information about the vendors.

The ordering guidance includes:

- COVID-19 Related Support Services Ordering Guide
- Attachment A: CRSS Market Research Report
- Attachment B: CRSS RFI Vendor Data
- Attachment C: Sample CRSS Performance Work Statement
- Attachment D: CRSS Sample Request for Quote
- Attachment E: CRSS Determination & Findings for T&M Orders
- Attachment F: Independent Government Cost Estimate Sample
- Attachment G: CRSS Special Item Number Crosswalk

STEP 04 Click on the D2D dashboard link to display to a table with additional information about the vendors.

Initial market research across the Federal Supply Schedule identified 127 vendors, including small and large businesses, that have the capability to to perform the COVID-19 Related Support Services for the Continental United States and its territories. In addition to the RFI Vendor Data contained in Attachment B, GSA has created a Data to Decisions (D2D) dashboard that allows ordering agencies to sort vendor data by location and response time.

Within the D2D Dashboard link you can…

Click on the "Response Time" tab at the top to see how quickly vendors can support your requests.

COVID Support Services | Response Time
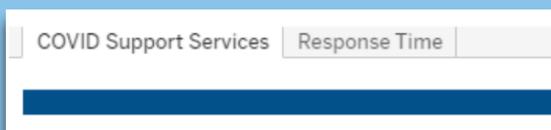
Filter results by location by selecting the location(s) from the dropdown list.

Select a location from the drop down list
(All)

(All)
Null
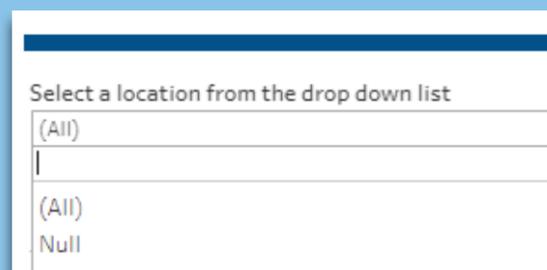
Download the results by clicking Download from the menu bar, select Crosstab, choose Excel or CSV, and click the download button.

Ask Data | Share | Download
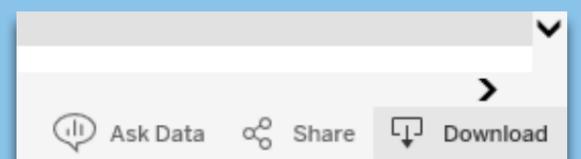
Support

- Jurisdictions should contact CRSSHelp@gsa.gov with questions or for assistance.
- Regional customer service directors can also be a valuable point of contact for specific needs. Regional contacts are available at https://www.gsa.gov/about-us/organization/federal-acquisition-service/customer-and-stakeholder-engagement/customer-service-directors.

Centers for Disease Control and Prevention
Center for Preparedness and Response