



ARMY CONTRACTING AGENCY (ACA)

NEWSLETTER

“OUR TEAM IS GROWING”

Volume 1, Issue 5

September 2002

THE ARMY CONTRACTING AGENCY (ACA) GENERAL ORDERS APPROVED AND SIGNED BY SECRETARY OF THE ARMY:

GENERAL ORDERS

No. 6



**HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 3 September 2002**

ESTABLISHMENT OF THE UNITED STATES ARMY CONTRACTING AGENCY (ACA)

1. Effective 1 October 2002, the Director for the Army Contracting Agency (ACA) will perform the following new mission:

The Director, ACA is responsible to the Assistant Secretary of the Army (Acquisition, Logistics & Technology) (ASA (ALT)). The ACA will be a field operating agency (FOA) under ASA (ALT) and headquartered in the National Capital Region (NCR). The mission of the ACA is to provide command and control of the regional and installation contracting offices; the U.S. Army Information Technology, E-Commerce, and Commercial Contracting Center (ITEC4); and the contingency contracting function. The ACA will ensure that Army contracting is reshaped to

- a. Consolidate similar and common use contracts to reduce duplication and leverage economies of scale;
- b. Complete the implementation of centers and satellites contract requirements consolidation;
- c. Reduce management overhead and realign personnel to maximize efficient and effective operations; and
- d. Ensure continued small business emphasis.

2. Effective 1 October 2002, ACA, unit identification code (UIC) W4QSAA, is established as a FOA reporting to the ASA (ALT), responsible for ITEC4 and two continental United States (CONUS) regional contracting centers. The TTEC4 will be established for Army enterprise-wide buying capability for common use information technology and commercial items. The CONUS regional contracting centers will divide the CONUS contracting structure along geographical lines and will align with and complement the Installation Management Agency (IMA) realignment plan. The ACA, in coordination with affected organizations, will determine organizations, manpower, equipment, associated resources, and functional responsibilities to be transferred or provided in support of the consolidation of U.S. Army contracting.

3. The ACA will coordinate with Headquarters, Department of the Army (HQDA) officials for all

Planning, Programming, Budgeting Execution Systems and operational matters.

4. The ACA will identify subordinate directorates with full responsibility for all fiscal, financial accounting, fund distribution, and operational matters.

5. The Agency will consist of two subordinate CONUS regions (North and South), a Center (ITEC4), and five outside continental United States (OCONUS) contracting commands or elements, with each of the eight directors or commanders reporting to and rated by the Director, ACA. The CONUS and OCONUS UICs and locations are established as follows:

CONUS:

U.S. Army Contracting Region, North W6BAAA
Fort Monroe, Hampton, VA

U.S. Army Contracting Region, South W6BBAA
Fort McPherson, Atlanta, GA

U.S. Army Information Technology, E-Commerce and Commercial Contracting Center W6A8AA
Alexandria, VA

OCONUS:

U.S. Army Contracting Command—Europe W6BPAA
Seckenheim, Germany

U.S. Army Contracting Command—Southwest Asia W6BVAA
Fort McPherson, GA

U.S. Army Contracting Command—Korea W6BWAA
Unit 15289
APO AP 96205—0062

U.S. Army Contracting Element Pacific W6BXAA
B Street, Building T-115
Fort Shafter, HI 96858—5 100

U.S. Army Contracting Element Southern Hemisphere W6BYAA
Building 13130
PO Box 34000
Fort Buchanan, PR 00934

6. Effective 1 October 2002, Installation Contracting Offices on U.S. Army installations will be assigned to the ACA and provide matrix support to the garrison commanders. Garrison commanders will have a supporting relationship with tenant units.

7. This confirms that on the effective date of this general order, the ACA, subject to the Chief, Army Reserve regarding USAR personnel and equipment, is authorized to publish permanent orders to establish, transfer, and reassign units, personnel, and equipment from current organizations to the ACA command code AE.

8. This confirms that ACA is the contracting authority for the United States Army Training and Doctrine Command (TRADOC); United States Army Forces Command (FORSCOM); Military District of Washington, DC (MDW); United States Military Academy (USMA); 7th Army; 3d Army; 8th Army; United States Army, South (USARSO); United States Army Reserve Command (ARC);

and United States Army, Pacific (USARPAC). Additionally, the ACA will provide installation contracting for designated United States Army Materiel Command (AMC) and United States Army Medical Command (MEDCOM) installations, the Army Chief Information Officer, Network Enterprise Technology Command, and assigned program executive offices.

9. Effective 1 October 2002, the ACA will directly support the TMA providing the Base Operations contracting support within the Directorate of Contracting for all training and war-fighter Army installations both in CONUS and OCONUS. The ACA will be the primary point of contact for planning contingency contracting operations at the strategic and operational level to support the war-fighter worldwide. Transparency to the customer will be achieved by maintaining the existing customer-contracting office relationship. The ITEC4 provides an organization to implement the Army's enterprise-wide buying capability for common use information technology and commercial items and will provide customer support for satisfying consolidated IT requirements.

10. Effective 1 October 2002, the ACA will perform for the Army the functional proponentcy for the Procurement Management Assistance Program, the Standard Procurement System (Procurement Desktop Defense), end-to-end electronic commerce, Federal Procurement Data System, Acquisition Excellence Initiatives and serve as the executive agent for the Department of Defense Purchase Card Joint Program Management Office.

[SAAL-ZP]

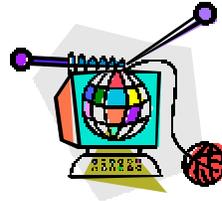
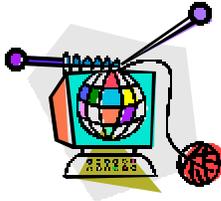
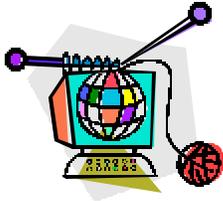


Thomas E. White
Secretary of the Army

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The Army Contracting Agency (ACA) will be activated on 1 October 2002, with a dedication and award ceremony to commemorate this occasion. The program has been scheduled for 01 October 2002, 1530 hours, Pentagon Auditorium, Room 5A1070. The Honorable Thomas E. White will be the keynote speaker with remarks from Mr. Claude M. Bolton, Jr., and Ms. Sandy Sieber. Point of contact for this action is email [you may contact me at \(703\) 681-7555](mailto:you_may_contact_me@703_681-7555) or shirlee.knickerbocker@saalt.army.mil.



The ACA has officially entered the new ICE Age with web-based customer feedback. The DoD Interactive Customer Evaluation (ICE) system is helping shape the future of customer service through technology. The interactive website allows customers to give direct and immediate feedback to contracting managers about their products and services.

With just the click of a mouse, the system sends your comments, suggestions, complaints or compliments directly to the appropriate Director of Contracting for action. Our customers will fill out their phone number or e-mail address to have the manager contact them directly. All they need is an Internet browser to access the ICE system from any computer, any time, and any place.

Our customers will log on to <http://ice.disa.mil/> and click on ACA. Select a category from the list and click on the info icon to see our DOC and regions for things such as hours of operation, phone numbers and upcoming events. They will click on the service provider link to access the customer comment card and submit their comments.

Our managers will use the feedback to continuously review, improve and provide the highest quality service possible. The system automatically calculates the customer service rating each week and reports trend data as well. After the system has been operational for 90 days, you will be able to see those ratings.

ICE began as a joint project sponsored by OSD Quality Management Office, HQ USECOM, and the Army 6th Area Support Group. The primary purpose of ICE is to improve customer service by giving leadership timely information about service quality and by improving the speed, quality and quantity of feedback from customers.

We are extremely excited about ICE and what it will do for ACA. We plan to initially utilize this program for our customers but in the near future will expand the service so that the people working where the rubber meets the road at the installations will be able to give feedback on the performance of the regional contracting offices, ITEC4 and Headquarters ACA.



The new Weighted Guidelines (WGL) Program for Army wide usage.

The Army is in the process of adopting the Air Force's new WGL Program (also known as the profit reporting; DD Form 1547). This new WGL Program will replace the Army's old WGL software that has operated as a stand-alone, PC based program and is now considered obsolete due to changes of the DFARS, Part 15 that were effective 26 April 2002.

Implementation for Army wide is tentatively scheduled for October 2002. Currently, information has been passed to the Army Corps of Engineer to serve as a beta site.

Assistance and cooperation will be needed in the near future from the field in order to facilitate implementation of this process; however, until such time and when further details are released please keep in mind that the following action items will be need to be considered:

a. A list of the MACOMs or HQ *POCs that will be considered as the main facilitators of this program.

b. All the contracting activity codes that your MACOM handles if there's more than one. Note that this area will most likely reflect the new organization codes that will be in effect after 1 October 2002.

c. A list of the secondary tiered POCs from the installation levels that fall under the MACOMs or HQ *POCs.

*All of these POCs should essentially be the same as the individuals that worked with the old PC based software program.

The following are considered the minimum requirements that are needed for this web-based system to function/operate:

a. Internet Explorer version 5.5 or higher can only be used. This system will not work with NetScape.

b. Availability only to those with, "dot mil" addresses.

The new system is web based and accessible. Any changes and updates will be performed on line at the server location. The system will possess online tutorial, self-help information and a hotline for technical assistance.

Remember that all WGL's produced before the effective date of 04/26/02 will still abide by the old rules and regulations.

The lead for this action is the Army Contracting Agency (ACA) Business System Management, Directorate (BSMD); POC is Steve White, phone:(703) 681-5409 or DSN 761-5409, email "steve.white@saalt.army.mil".

"HAIL" & "FAREWELLS"

WELCOME: Joyce M. Parker joins us temporarily from CECOM Acquisition Center, Alexandria, VA. Mrs. Parker is on a 60-day developmental assignment and is working in the Resource Management Directorate. Mrs. Parker is in a leadership development program sponsored by the USDA Graduate School's Executive Potential Program.

Welcome: Dexter Alexander joins us from the Military District of Washington and is assigned to the Resource Management Directorate, with Mr. Bruce Trimble.

Congratulations & Farewell to one of the newest members of the Army Contracting Agency staff. Col Mark R Neumann, who will assume the position as Commander for the 3rd Army Contracting Command.

As the days slip by each day brings new challenges, change and new beginnings. The time has come for us to say Farewell to Tom Colangelo and his staff from the Career Program Office, Edna Taylor-Capers, Cynthia Cohen, and Betty Wucher.

In addition the following members of System Support and the Procurement & Industrial Base Policy Directorates have relocated to new offices located in Presidential Towers. Ms. Esther Morse, Barbara Binney, Emily Clarke, Debra Dobbins William Kley, Steve Lake, Steve Linke, Lynn Lovell, Joseph Pieper, and Chip Riley.

We wish the best of luck to all-and remember to stay in touch!

ACA TRANSITION TEAM NEWSLETTER POINTS OF CONTACT

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A Word from the Editor

We would like to involve our readers in playing a more active role in guiding the publication. As always, we continue to invite our readers to provide their ideas, views, and opinions. If you have comments and/or suggestions for the newsletter on how we can continue to improve the publication, please don't hesitate to let me know. email your comments to Shirlee.Knickerbocker@SAALT.army.mil or call me at DSN 761-7555.

DISTRIBUTION D: Distribution authorized to DoD and US DoD Contractors only. Other requests for this document shall be referred to: U.S. Army Contracting Agency, ATTN: SFCA (Nicki Knickerbocker), 5109 Leesburg Pike, Skyline 6, Suite 302, Falls Church, VA 22041-3201, or email shirlee.knickerbocker@saalt.army.mil. *Army Contracting Agency (ACA) Newsletter – Volume 1, Issue 5*