




DEPARTMENT OF THE TREASURY
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Acquisition
Bulletin (AB)
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MEMORANDUM FOR BUREAU CHIEF PROCUREMENT OFFICERS

FROM:

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SUBJECT:

**Required Training, Governmentwide Acquisition Contracts
(GWACs)**

Purpose: This Acquisition Bulletin (AB) establishes the requirement that contracting officers and contract specialists who perform pre-award and/or post-award functions on information technology (IT) contracts complete the General Services Administration (GSA) online GWAC training.

Effective Date: Effective upon issuance. Training must be completed within 60 days of the date of issuance of this AB. Training plans for individuals who are new to the IT contracting workforce must include the GSA online GWAC training; training must be completed in accordance with the timeframes in the plans.

Expiration Date: This AB will expire when cancelled or superseded.

Background: GWAC is defined as a task order or delivery order contract for information technology established by one agency for governmentwide use that is operated by an Executive Agents designated by the Office of Management and Budget pursuant to Section 5112(e) of the Clinger-Cohen Act, 40 U.S.C. 1412. Because many small, small disadvantaged, and veteran-owned businesses participate in GWAC contracts, and because a large portion of Treasury procurement is for IT products and services, all contracting officers and contract specialists who perform pre-award and/or post-award functions on IT contracts are required to complete the GSA online GWAC training. The GSA training contains general information that is applicable in large part to all GWAC orders, irrespective of the agency that establishes the GWAC contract.

Required Bureau Action:

1. Contracting officers and contract specialists who perform pre-award and/or post-award contract functions on IT contracts must complete the GSA online training on GWACs, and document completion of the training in the Bureau-specified system for documenting and tracking training. Currently-assigned contracting officers and contract specialists must complete the training and document its completion within sixty days of the date of issuance of this AB. Newly-assigned IT contracting officers and contract specialists must complete the training and document its completion in accordance with their training plans.

2. Bureau Chief Procurement Officers are required to ensure that the training is completed and documented for all applicable personnel.

Additional Information:

The GSA Learning Center in the [Center for Acquisition Excellence](#) contains the link to the online training required by this AB, "Governmentwide Acquisition Contracts (GWACs) Overview." (See attached instructions for information on accessing the GWACs training.)

The GSA website "Governmentwide Acquisition Contracts" www.gsa.gov/gwacs contains information on GSA-managed GWACs and links to instructions for use of each GWAC.

Examples of GWAC orders that support achievement of Treasury's small business program goals are orders issued under 8(a) STARS, COMMITS NexGen, VETS, and to-be-awarded Alliant SB.

- 8(a) STARS is set aside for 8(a) firms.
- COMMITS NexGen is set aside for small businesses.
- VETS is set aside for service-disabled veteran-owned small businesses.
- Alliant SB will be set aside for small businesses.

Questions about this AB may be directed to Jean Carter at jean.carter@do.treas.gov telephone (202) 622-6760.

Attachment: Instructions for Accessing GWACs Training