

We are delighted to announce that the General Services Administration (GSA) Office of Travel, Motor Vehicle and Card Services' new on-line contract library for the Express and Ground Domestic Delivery Services (ExGDDS) Federal Strategic Sourcing Initiative (FSSI) is now available! It is specifically designed to provide Contracting Officers (COs), Contracting Officer's Technical Representatives (COTRs), and the agency implementation points of contact (POCs), with the contractual documents necessary to streamline contract administration and program management of ExGDDS FSSI within your agency.

Because of the procurement sensitive nature of the documents contained within the library, the GSA CO will only allow access to the above identified agency representatives using the following procedures:

- Agency CO, COTR or Implementation POC should submit to the GSA ExGDDS FSSI CO Linda Lytle-Foster (linda.lytle-foster@gsa.gov) the following information via email:
 - Requestor's Name,
 - Agency,
 - FSSI Title (CO, COTR or Implementation POC),
 - E-mail Address,
 - Telephone Number, and
 - Fax Number.
- Ms. Lytle-Foster will fax a copy of a non-disclosure agreement (NDA) form to the requestor who will complete and return to Ms. Lytle-Foster by fax to (703) 605-9935.
- Upon receipt of the signed NDA and after approval from the GSA CO, a copy will be returned to the requestor for their records.
- After completion of the NDA process, an e-mail notification including the web site address link and account access information will be provided to the requestor.

If you have any questions related specifically to the procedures for accessing the ExGDDS FSSI on-line contract library or require technical assistance, please contact Raymond Price at raymond.price@gsa.gov or at 703-605-2890.