



**General Services Administration**  
Federal Acquisition Service  
Technology Transformation Services  
[1800 F St NW | Washington, DC | 20405](#)

**Office of Acquisition (OA)**  
**Diversity, Equity & Inclusion Training**

# REVAMP! Solicitation

**Requesting Extraordinary Vendors for Acquisition  
Micro-Purchases!**

Government Point of Contact	
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Contracting Office	General Services Administration, Federal Acquisition Service, Technology Transformation Services, Office of Acquisition
Posting Location	GitHub, LinkedIn
Due Date	Rolling through the end of FY21; to be considered for FY21 training submit by <b>June 15, 2021 5pm EST</b>

## Goal

The Office of Acquisition (OA) is seeking nontraditional and extraordinary vendors capable of providing virtual training on Diversity, Equity & Inclusion (DE&I) topics.



## About Us

The Technology Transformation Services (TTS) Office of Acquisition (OA) is a small, creative and collaborative contracting shop that focuses on applying modern and agile acquisition methodologies to our procurements.

We are a 13 member team of virtual employees, consisting of contracting officers, contract specialists, along with procurement and program analysts. At TTS, we are passionate about our mission to improve the public's experience with the government by helping agencies build, buy and share technology that allows them to better service the public. OA is enthusiastic about creating a socially progressive atmosphere and promoting a safe and open space within the virtual office environment. We embody and embrace the values of TTS, which are Inclusion, Integrity and Impact.

## What We're Seeking

### Objectives

OA seeks commercially modern, human-centered training on diversity, equity & inclusion matters for its team members. We are interested in both short and/or longer duration training that may span one session or over multiple days.

Relevant topics may include but are not limited to the following:

- Workplace harassment
- Workplace collaboration
- Sexual harassment
- Online harassment
- Conflict de-escalation
- Bystander intervention
- Anti-racism
- Implicit bias and microaggressions
- Understanding cultural competencies
- Embracing cultural difference in the workplace
- Effective time management and understanding cultural differences
- Mental health awareness
- Disability awareness



## Budget

The training budget is a Not-to-Exceed (NTE) amount of \$10,000.00 per training.

## Timeline

OA is seeking to conduct training(s) between June and August 2021.

## Criteria

The training should have the following qualities at a minimum, in order to be considered:

- Hosted on a virtual platform
- Hosted in real-time
- Facilitated by a human being
- Interactive with audience
- Commercially available

## How We'll Decide

OA is eager to find vendors just as excited about DE&I as the team is! The ideal training stands out in its abilities to engage the team and present unique information.

Additionally, the best fit training aligns with TTS values and OA culture but is also willing to take it a step further, encouraging the OA team to push what is comfortable in order to create conversation around relevant topics in today's environment. Just the same, it possesses sensitivity and acknowledges different perspectives.

As long as the training meets the minimum criteria, it will be evaluated holistically, using the broad framework above.

## Why This is a Great Opportunity

If you are a new vendor to Government contracts, this is the chance to enter into the federal contracting arena. OA is looking forward to discovering vendors that might not otherwise compete for Government contracts.



The relative small-dollar amount of the potential contract allows quick payment via credit card. And if your business offers various types of training, repeat purchases are possible.

## REVAMP! Submission Instructions

After reviewing the requirement, please fill out this short Google Form survey:

<https://forms.gle/2rgBwPQmvUWrGSag9>

The survey contains the following questions:

1. Company Name
2. POC Name and Email
3. Which types of training do you offer? Select all that apply.
4. Upload your training catalog/brochure here.
5. Optional: link us an example of your training (video, powerpoint, etc.)
6. Optional: are there specific trainings you recommend for the OA team?
7. Is your training conducted on a virtual platform and live (hosted by a human)?
8. Anything else you'd like us to know?

## Due Date

OA may select multiple trainings and is therefore accepting rolling submissions through the end of FY21 (September 30, 2021). To ensure consideration for FY21 training, please submit by June 15, 2021 5pm EST.

## What to Expect After Submission

OA plans to reach out to the POCs of the most likely candidates within two weeks of the FY21 deadline (June 15, 2021). At that point, additional information or material may be requested.

If you do not hear back, you were not selected for the current training need. However, OA may still reach out to you for future training needs on a rolling basis.