SMALL BUSINESS ENTERPRISE APPLICATION SERVICES (SBEAS)

FREQUENTLY ASKED QUESTIONS (FAQS)

1. Q. WILL THE SBEAS ACQUISITION PROVIDE SCOPE DETERMINATION?

A. Scope determinations are the Ordering Contracting Officer's (OCO) responsibility. However, the SBEAS PMO is available to assist with this by providing a "scope analysis" at the request of the OCO that can be used to assist him/her in making their determination.

2. Q. WILL THE SBEAS PMO PROVIDE ANY RECOMMENDED TEMPLATES?

A. The SBEAS PMO will not be creating or maintaining templates. The program office recommends SBEAS users follow the AFMC Guiding Principles for Fair Opportunity: <u>AFMC Guiding Principles for Fair</u> Opportunity Selection under FAR 16.505(b)(1)

3. Q. IS AFWAY STILL REQUIRED? IF THERE ARE PROBLEMS WITH FILE SIZE CAN WE USE SAFE?

A. No, AFWay is being decommissioned July 2022. OCO's are allowed to use their preferred processes to solicit the vendor pool. DoD SAFE (<u>https://safe.apps.mil/</u>)can be utilized for sending documents

4. Q. IS THERE ANY REQUIRED DRAFT RFI LANGUAGE?

A. No.

5. Q. PLEASE PROVIDE THE CLIN STRUCTURE FOR CONTRACTS WITH A ONE YEAR BASE AND FOUR-YEAR OPTIONS?

A. See chart below. Additionally, the CLIN structure is published in the SBEAS User Training and Ordering Guide Charts.

Base Period (5 years)	Option Period 1 (5 years)	Description	CLIN
0010	1010	Information Technology Solutions and Services	Firm Fixed Price
0020	1020	Information Technology Solutions and Services	Cost
0030	1030	Information Technology Solutions and Services	Labor Hour/Time and Material
0040	1040	Data	Firm Fixed Price
0050	1050	Other Direct Costs (ODCs)	Cost
0060	1060	Travel	Cost

6. Q. PLEASE CONFIRM CONTRACT VEHICLE INFORMATION REGARDING PRODUCT ORDERS, LICENSES & SUPPLIES USING GSA?

A. SBEAS is a Multiple Award IDIQ contract for application solutions. Hardware may be a part of that solution, however the desire to use SBEAS does not trump mandatory sources such as ESI.

7. Q. WHAT IS THE PROCESS SAFEGUARDING CLASSIFIED INFORMATION?

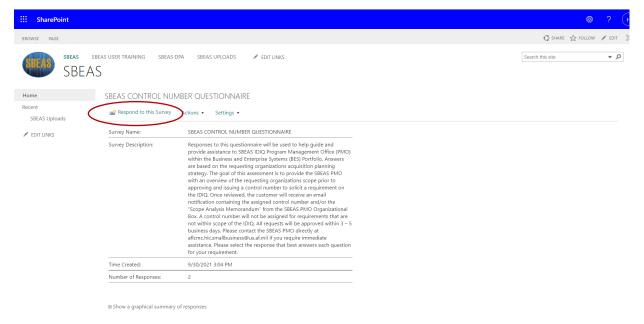
A. SBEAS provides no specific guidance or unique instruction on handling classified information. Please consult applicable regulations, policy, and instructions.

8. Q. ARE THERE ANY RESTRICTION ON FUND TYPES WHEN USING SBEAS?

A. No.

9. Q. WHAT IS THE PROCESS TO GET A SBEAS CONTROL NUMBER?

A. Control Numbers are required for all Fair Opportunity Proposal (FOPR) Requests. All Control Number request below \$2M will generate an automatic approval and any Control Number requests above \$2M will require SBEAS PMO approval. The SBEAS Control Number Questionnaire is accessible to all customers with an "af.mil" email address. External Customers (non af.mil email address) will be required to request access to the Enterprise Services Branch SharePoint page in order to gain access to the SBEAS Control Number Questionnaire. This request will be initiated via the Enterprise Services Branch SharePoint page. Please reference the following SBEAS Control Number Questionnaire pictorials for additional details.



Respond to Survey

- 1. Navigate to SBEAS Control Number Questionnaire utilizing the following link: https://usaf.dps.mil/sites/NETCENTS/SBEAS/SitePages/Home.aspx
- 2. Click the "Respond to the Survey" link at the top left of the page.
- 3. Complete the survey its entirety working from top to the bottom (See pictorials below)

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Respond to Survey Continued

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e edit lunks	
22. THANK YOU FOR YOUR SUBMISSION. THE SBEAS PMO NEEDS FOLLOWING INFORMATION TO FINALIZE YOUR REQUEST:	
 (1.) CLICK THE 'SBEAS USER TRAINING' LINK AT THE TOP OF THE SURVEY PAGE TO REVIEW THE TRAINING SLIDES. (2.) DONWLOAD THE SBEAS DPA USING THE 'SBEAS OPA' LINK AT TOP OF THE SURVEY PAGE. (3.) COMPLETE THE DPA FORM, AND RETURN IT TO THE PMO OFFICE AT AFLCMC.HIC.SMALLBUSINESS@US.AF.MIL. 	
PLEASE TYPE ANY ADDITIONAL COMMENTS IN THE BOX BELOW AND SELECT "FINISH" TO SUBMIT YOUR REQUEST.	
Created at 11/18/2021 3:39 PM by HARRIS, JAMES A GS-12 USAF AFMC AFLCMC/HIKJ	

Finish Survey

1. Press the "Finish" button at the top of the survey once all responses have been input into the data fields.

10. Q. WILL A DD259 (SMALL BUSINESS COORDINATION RECORD) BE REQUIRED?

A. Yes. DD2579 are required for all task orders. The SBEAS PMO attempted to get a blanket 2579, however it was rescinded.

11. Q. WHAT IS THE FAIR OPPORUTNITY PROPOSAL REQUEST (FOPR)/REQUEST FOR PROPOSAL (RFP)/REQUEST FOR INFORMATION (RFI) DISSEMINATION PROCESS?

A. The Government may disseminate RFIs, RFPs and FOPRs via e-mail, facsimile, commercial mail carrier or other electronic means as prescribed by the OCO's agency. Courtesy copy to the SBEAS PMO organizational box (aflcmc.hic.smallbusiness@us.af.mil) on all emailed solicitations.

12. Q. WHERE ARE THE VENDOR EMAIL ADDRESSES FOR FOPR/RFP/RFI LOCATED?

A. The SBEAS vendor emails can be found on the following page: <u>https://www.netcents.af.mil/Contracts/SBEAS/Documents/</u> under the support documents heading. The document will be named SBEAS Vendor POC list and the date of the current list.

13. Q. WHAT IS THE TASK ORDER PERIOD OF PERFORMANCE?

A. Task Orders may be issued at any time during the ordering period. The performance period for each task order shall be cited in each individual order and may extend beyond the expiration date of this ID/IQ contract. The period of performance for any task order shall not extend more than five (5) years beyond the last day of the basic contract ordering period (e.g., a task order issued on the last day of the ordering period of the basic contract could have a one (1) year base period and four (4) one (1) year option periods).

13. Q. CAN YOU DO AN 8A SET-ASIDE ON SBEAS?

A. No, set-asides are not allowed on SBEAS.