

In order to procure IT services as a **Directed Award** on STARS II, the following criteria must be met:

- 1) The work must be inherently IT.
- 2) Must be less than \$4million (total).
- 3) Must be a SOW that fits STARS II; i.e. Product can be included, but the SOW must be predominantly services focused and match the selected STARS II Functional Area.
- 4) Must have a clearly defined SOW and ROM.
- 5) The customer must submit a written request to their Acquisitions group, officer, etc. The requisition request must contain the following information:

Required Information	Directions for Customers
1. A description of the work	Attach SOW Document (ReliaSource can help prepare this so that it meets STARS II requirements)
2. Estimated Period of Performance	Enter POP. Estimate a start date.
3. Procurement method	State that you intend to use the STARS II vehicle
4. NAICS code that applies to the principal nature of the acquisition	STARS II requires that you use one of the four NAICS codes they have assigned to their Functional Areas (FA): <ul style="list-style-type: none"> • FA1 – NAICS 541511 – Custom Computer Programming Services • FA2 – NAICS 541512 – Computer Systems Design Services • FA3 – NAICS 541513 – Computer Facilities Management Services • FA4 – NAICS 541519 – Other Computer Related Services ReliaSource supports work in FA2, 3, & 4.
5. Anticipated dollar value	ROM amount from SOW (ReliaSource will develop estimate)
6. Location of the work to be performed	GOVT AGENCY name/location
7. Type of contract to be awarded	FFP, CPP, T&M etc.
8. Acquisition history	“New” requirement
9. Identification of the requested source	State you intend to use ReliaSource, GSA 8(a) STARS II Contract #: GS-06F-1219Z, Constellation 1, Functional Area X (put FA number in place of X)

If you have any questions regarding STARS II, please feel free to contact GSA:

GSA contact regarding 8(a) STARS II can be directed to (877) 327-8732 or s2@gsa.gov.

Misty J. Dunnington is the 8(a) STARS II Contracting Officer that you will reach via the address listed above.