

Mission Support Prime Contractors

The Mission Support Contract has two prime contractors: CALIBRE Services, Inc. and National Institute for Land Management and Training, Kansas State University.

CALIBRE Team

The CALIBRE ITAM team has over 14 years' experience developing and implementing the ITAM program nationwide and offers comprehensive skills applicable to a broad range of ITAM efforts. The CALIBRE team consists of CALIBRE Services and seven partners, who have direct ITAM experience:

- **CALIBRE Services** provides task management, cost management, Army Training and Testing Area Carrying Capacity support, and an understanding of other Army/Defense programs.
- **Colorado State University Center for Ecological Management of Military Lands** provides scientific technical skills, links to large university assets, LCTA, GIS, EA, products/publishing, National Environmental Policy Act (NEPA), Regional Support Center, Installation Natural Resource Management Plans (INRMP), Coordinated Resource Management and Planning, and cultural compliance experience.
- **Charis Corporation** provides site management and GIS experience.
- **Environmental Restoration Company** provides heavy equipment operations, expertise in execution of land management construction, erosion and sediment control measures, Installation Restoration Program, Resource Conservation and Recovery Act, Formerly Used Defense Sites, Solid Waste Management Unit, and Groundwater Remediation expertise.
- **Gene Stout and Associates** provides INRMP, NEPA, soil resources plans, pest management plans, and cultural plans experience.
- **R&K Engineering** provides ITAM planning, engineering, real property, and Range and Training Land Program experience.
- **Shirnia & Dowell, LLC** provides management consulting, technical writing, HTML/Web/Internet languages, and software engineering experience.
- **Tetra Tech** provides watershed planning and restoration, NEPA, INRMP, soils, LRAM, and public affairs experience.

The CALIBRE point of contact (POC) is Mr. Bob Hunt at (703) 797-8500 or ITAM@CALIBRESYS.COM.

Kansas State University Team

Since 1994, the National Institute for Land Management and Training (NILMT) at KSU has been an advocate of integrated military training land management. The NILMT team helped establish LCTA transects and supported GIS development at several installations. The team has designed and executed a diverse array of LRAM projects, written and produced EA videos, authored and delivered EA multimedia courses and displays, supported Web site development, and organized environmental seminars, training programs, and conferences. The NILMT team is dedicated to a long-term partnership with the ITAM community, providing innovative, responsive, and cost-effective ITAM support.

The subcontractors working with the NILMT team in supporting the ITAM Program Mission Support Contract include:

- **Aqua-Terr, LLC**, a woman-owned small business, is a primary subcontractor to the NILMT on all of its military training land management projects.
- **Earth Tech, Inc.** is an international environmental engineering company with more than 7,000 employees at more than 100 offices worldwide.
- **A B Technologies** is a consulting firm that draws upon the diverse experiences of more than 300 former military officers, including experience in military training and training land management issues.
- **Guild, Inc.** brings special skills in public affairs and risk communication.
- **Haskell Indian Nations University** provides personnel and consultation for cultural awareness education.

The NILMT POCs are Dr. John R. Kelley, Jr., Program Manager, and Dr. James M. Steichen, Associate Director at (785) 532-2100 or NILMT@ksu.edu.

For More Information

Ms. Kim Michaels is the Mission Support Contract Contracting Officers Representative and your POC for any MSC questions. If you would like more information regarding this contract, contact her by telephone (410-436-1504), FAX (410-436-1548), or e-mail (kim.michaels@aec.apgea.army.mil).

The ITAM Mission Support Contract

Making it work for you!



An Accommodating, Versatile Contract

The ITAM Mission Support Contract (MSC) is a multiple-award, five-year \$50 million indefinite delivery/indefinite quantity task order (TO) contract, which offers flexible, robust capabilities to all Army installations within and outside the continental United States, major commands (MACOMs), Defense Department components and other federal agencies.

The MSC has saved the Army ITAM community over \$1.3 million during the first eighteen months of operation—a figure that is expected to increase in future years.



Contract Technical Services at No Cost

The U.S. Army Environmental Center (USAEC) provides environmental technical support to the ITAM program. One of our missions is to supply technical and administrative management support of the ITAM MSC. The USAEC ITAM team works in partnership with customers within and outside the ITAM program, including other elements of the Army, defense agencies, DoD components, and other federal agencies. Our support includes TO processing and tracking on the ITAM contract.

The Army Materiel Command Acquisition Center (AMCAC) is the contracting official providing the procurement function for the ITAM MSC. USAEC coordinates all contract activities with the Contracting Officer located at AMCAC, the primary POC for ITAM contractors.

TOs may be awarded under a Firm-Fixed-Price or Cost-Plus-Fixed-Fee arrangement. Both USAEC and AMCAC provide their services free of charge. There is no overhead charge placed on any TO for the above services.

The MSC is in place primarily to assist Army installations in maintaining their Integrated Training Area Management (ITAM) programs; however, the MSC is not limited to these areas. Currently, TOs have been awarded under the following ITAM support goals:

- Training Requirements Integration (TRI)
- Land Condition Trend Analysis (LCTA)
- Land Rehabilitation and Maintenance (LRAM)
- Environmental Awareness (EA)
- Geographic Information Systems (GIS)
- Natural and Cultural Resources

For further information as to contract limitations, contact the MSC point of contact (POC) (contact information on reverse).

Three Easy Steps to Getting Started

Step one: Know what you need. To complete a good TO package in as little time as possible, it is important to know your specific needs. Identify your requirements and be ready to provide as much detail as possible. Questions you may want to ask yourself: Is travel required? If so, what are the destinations, number of trips? Are meetings (e.g., start-ups, in-process reviews) necessary? If so, is travel required to attend the meetings? What are the individual tasks? What equipment is needed?

Step Two: Know where to go. The MSC SOP located on the ITAM Web site (www.army-itam.com) is your guide to preparing a complete and accurate TO package. TOs vary depending on the need, and you may have questions regarding the process and procedures. To save time, call the MSC POC (contact information on reverse) before completing the TO package. This will provide notification to the MCS POC of future action and provide you with details regarding the TO package.

Step Three: Know what to do. A complete ITAM Mission Support TO package consists of the following:

- Task Order Checklist and Certification Sheet
- Statement of Work
- Independent Government Cost Estimate
- Nomination of the Contracting Officer Technical Representative
- Short-of-Award Planning Memorandum or Military Interdepartmental Purchase Request (MIPR)



It is important to note that a TO package will not be processed until all items in the package have been completed, i.e., signatures, money forwarded (either through MIPR or Short-of-Award).

Remember: Submit TO package 60 to 90 days prior to the requested award date. This provides sufficient processing time and ensures that your requirements can be met.

We realize that end-of-year funds often provide a significant boost to many customers, and we pledge to work with our customers to execute as much end-of-year funding as possible.

Please submit all TO packages with programmed funding in the current year of execution prior to 15 August.

This will allow us to focus our efforts on end-of-year funding opportunities. Although we are committed to working diligently on end-of-year opportunities,

TO packages submitted after 15 August have no guarantee of award before the end of the fiscal year.

We trust the ITAM Mission Support Contract will provide you with significant savings — and an incentive to use the contract for a wide range of ITAM contracting.

You can gain significant ITAM program efficiencies and standardization by consolidating your ITAM contracting requirements.

