Department of the Air Force

Integrity - Service - Excellence



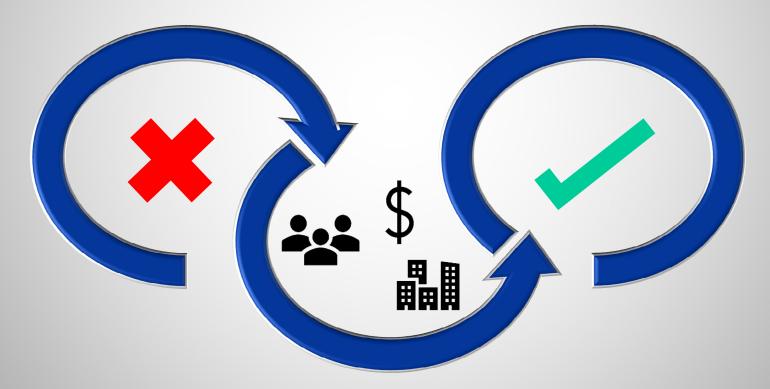
Introduction to Intergovernmental Support Agreements

Air Force Community Partnership Program



AFCP Purpose and Value

Turning shared challenges into shared solutions





MOU

resources of value are exchanged

Common Partnership Tools

Cooperative Agreement Support by transferring something of value with substantial involvement of parties	Grant Transfer something of value where substantial involvement of both parties is <i>not</i> expected
Mutual Aid Agreement Routine assistance for public safety with local jurisdiction	License Temporary use and non-exclusive possession of AF property to non-federal party for a specific term
Lease Allows party to use specific portion of AF property	TAA No-cost legal agreement for training between two or more institutions
Specific terms and responsibilities between parties with commitment of resources and compensation	Agreement with a state or local government to provide, receive, or share installation-support services that the local partner currently performs
Agreement where no funds or	



Intergovernmental Support Agreements (IGSAs)





What Are Installation Support Services?

Installation support services can include...

Refuse, recycling collection and disposal

Ground, utilities operations and maintenance (O&M)

Pavement clearance and maintenance

Pest control

Water, wastewater treatment O&M



Procurement Contract vs IGSA

Procurement Contract

Governed by statute (SECA, CCA, SBA), regulation (FAR), and policy to promote fair competition and value to the government

Requires a Contract Clearance

Governed by contract labor standards

Must comply with a subcontracting plan

Requires a Justification and Approval (J&A) for non-competitive procedures

IGSA

Exempted from traditional contracting statute and regulation but must be in the government's best interest

FAR structure and processes may be used as guides

Requires a Best Interest Analysis and Best Interest Determination

Subcontracts must be awarded competitively

May be used only when services are already being executed



Examples of IGSAs



Beale AFB
Electrical Support
Agreement



Altus AFB Refuse and Recycling



Eielson AFB Paint Striping



Moody AFB Water and Wastewater Treatment Plant



Luke AFB
Integrated Solid
Waste Mgmt



Homestead ARB Engineer Training



Hanscom AFB Salt Brine



Dyess AFB City Refuse



Memo Encouraging the Exploration of **IGSAs**

"...contracting officers are strongly encouraged to consider state and local communities when conducting market research for installation support services."



DEPARTMENT OF THE AIR FORCE WASHINGTON DC 20330-1060

OFFICE OF THE ASSISTANT SECRETARY

16 DEC 2019

MEMORANDUM FOR ALMAJCOM/FOA/DRU

FROM: SAF/AQC 1060 Air Force Pentagon Washington, DC 20330-1060

SUBJECT: Air Force Community Partnership (AFCP) Program; 10 U.S.C. § 2679 "Installation Support Services: Intergovernmental Support Agreements (IGSA)"

The purpose of this memorandum is to update established policy for managing intergovernmental support agreements in accordance with 10 U.S.C. § 2679 "Installation Support Services: Intergovernmental Support Agreements (IGSA)." Accordingly, this memo replaces and supersedes the previous memo titled, Air Force Community Partnership (AFCP) Program; 10 U.S.C. § 2679 "Installation Support Services: Intergovernmental Support Agreements (IGSA)" dated 24 Aug 15.

The statute at 10 U.S.C. § 2679 authorizes the Secretary of the Air Force to enter into IGSAs with a State or local government, on a sole source basis, to provide, receive, or share installation-support services if the Secretary determines the agreement will serve the best interests of the Air Force by enhancing mission effectiveness or creating efficiencies or economies of scale, including reducing costs. All authority vested in the Secretary of the Air Force by 10 U.S.C. § 2679 has been delegated to the Deputy Assistant Secretary of the Air Force (Installations) (SAF/IEI) pursuant to Headquarters Air Force Mission Directive 1-18 dated 10 Jul 14 and SAF/IE memo "Re-delegation of Authorities to Deputy Assistant Secretaries Pursuant to Mission Directive 1-18" dated 23 Jun 17. This authority to determine whether the agreement will serve the best interests of the Air Force has been further delegated to Air Force Installation Commanders or Joint Base Commanders at Air Force-led Joint Bases for IGSAs less than \$15 million in total value over a period up to 10 years in accordance with the SAF/IEI memo. "Delegation of Authority for Installation Support Services: Intergovernmental Support Agreements (IGSAs)" dated 30 Jan 18. (Atch 1). Notwithstanding the delegation, SAF/IEI, at any time and at its discretion, may choose to exercise or retain its determination authority. A best interest determination, from the appropriate authority, shall be obtained prior to entering

As defined in 10 U.S.C. § 2679, an "intergovernmental support agreement" as "a legal instrument reflecting a relationship between the Secretary concerned and a State or local government that contains such terms and conditions as the Secretary concerned considers appropriate and necessary to protect the interests of the United States." In accordance with 10 USC § 2679(a)(1), IGSAs are exempt from the laws governing the award of Federal contracts for supplies and services, such as the Federal Acquisition Regulation (FAR). Accordingly, the terms, conditions, and clauses in the FAR are not required to be included in IGSAs. As a matter of policy, contracting officers (warranted to the appropriate level) are responsible for execution and administration of IGSAs. They are encouraged to consider the terms, conditions, and clauses

of FAR Part 12, "Acquisition of Commercial Items - General," when evaluating appropriate terms and conditions for inclusion in an IGSA, particularly when appropriated funds will be used. Contracting officers may tailor the terms and conditions of FAR Part 12 or any other terms and conditions, as appropriate, to protect the interests of the United States.

In accordance with statute, the IGSA may be for a term not to exceed ten years, may use wage grades normally paid by the participating State or local government, and may only be used when the Air Force or the State or local government providing the installation-support services already provides such services for its own use. The statute allows for IGSA sole source awards to State or local governments without an accompanying Justification and Approval under FAR 6.303. Also, any contract awarded by a State or local government to provide installation-support services to the Air Force pursuant to an IGSA must be made on a competitive basis.

The statute at 10 USC § 2679 promotes creativity and flexibility for both contracting officers and installation management officials in developing and executing IGSAs. Therefore, contracting officers are free to exercise their personal initiative and sound business judgment in determining the terms and conditions of the IGSA that will serve the Air Force's best interests. Additionally, contracting officers, through their guidance in developing an IGSA, have the unique opportunity to positively influence the course of the IGSA program by actively supporting customers to achieve mutually beneficial intergovernmental relationships. To that extent, contracting officers are strongly encouraged to consider state and local communities when conducting market research for installation support services.

For more information, please visit the program's Frequently Asked Questions at the following website: https://wss.apan.org/s/airforcepartnerships/Pages/BasePOCResources.aspx. If you have questions regarding this memorandum, please contact the Director of the AFCP Program, Mr. Teran Judd, 703-692-1472 (DSN 671-1472), teran.l.judd.civ@mail.mil, or the contracting liaison, Mr. William Sproule, 571-256-2419 (DSN 260-2419), william.g.sproule.civ@mail.mil.

JENNIFER L MILLER, SES

Deputy Assistant Secretary of the Air Force

CAMERON G. HOLT, Maj Gen, USAF Deputy Assistant Secretary (Contracting) Assistant Secretary of the Air Force (Acquisition, Technology & Logistics)

Delegation of Authority for Installation Support Services: Intergovernmental Support Agreements (IGSAs), dated 30 Jan 18



Blanket IGSAs

A *blanket IGSA* is one that facilitates *the provision of multiple services*

Allows local government to coordinate delivery of multiple services

Leverages knowledge of local market

Increased economies of scale

Streamlines provision of services





Contracting's Role

Support Best Interest Determination process

Develop agreement structure

Confirm competitive subcontracts (if applicable

Help parties understand terms and conditions, and negotiate

Partners sign agreement to execute

Administer agreement



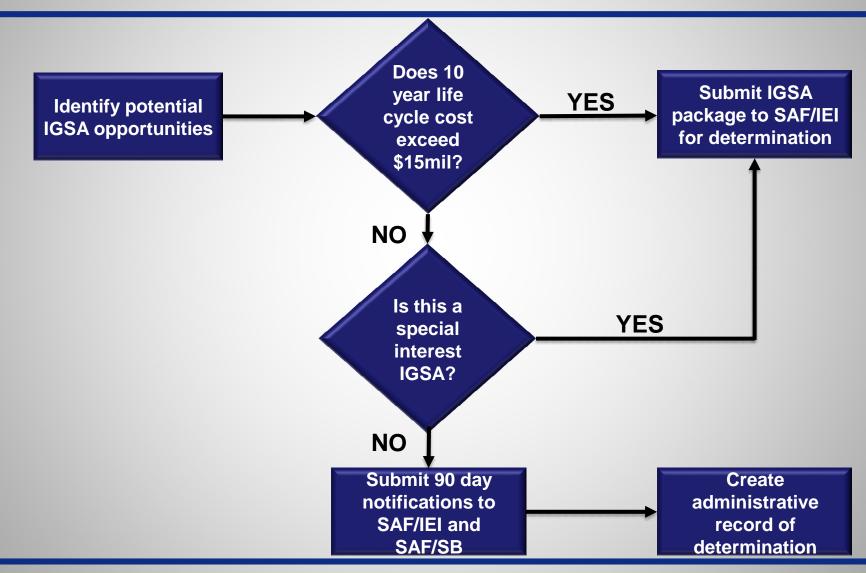
Procedural Benefits of IGSAs

No need to ...

- Post opportunity on SAM (formerly Fed Biz Ops)
- Develop evaluation criteria
- Analyze multiple proposals
- Notify Congress



Determination Flowchart





Documenting the IGSA Determination

- A determination memo reflecting that the proposed agreement satisfies all of the requirements of 10 U.S.C. § 2679
- Coordinated staff summary package
- Completed Best Interest Analysis
- Letter of Intent from State or local government
- Completed IGSA Determination Checklist
- Completed IGSA Small Business Checklist

INTERGOVERNMENTAL SUPPORT AGREEMENT (IGSA) DETERMINATION CHECKLIST

Section I – Summary of Partnership Initiative		
Installation:	Name of the participating installation.	
Title of Community Partnership Initiative and Brief Description:	Provide a title and brief summary of the proposed agreement between the Air Force and a State or local government (no more than one paragraph).	
Proposed partner to the Air Force:	Name of the State or local government entity (or entities) entering into the proposed IGSA.	
Air Force need(s) or requirement(s):	Describe the bona fide need or requirement to be satisfied through the proposed IGSA (include numeric descriptors of quantities, frequencies, and any qualitative standards, if possible).	
Proposed installation support service:	Identify the specific installation support service (the good or service) being proposed to fulfill the Air Force's requirement (what will be provided to the Air Force as part of the agreement).	

		Answei
#	Question	(Y/N)
	Is the function associated with the requirement currently performed by Military or Civilian personnel?	
1	If the answer is yes, using the space below in #1a, explain (i) what has occurred that would cause an Air Force official to outsource the requirement; (ii) whether the work being performed is currently accomplished by Military or Civilian personnel or both; and (iii) the expected duration of the outsourcing. If the result of the proposed action is to move tasks or jobs from Air Force personnel, consider A-76 implications.	
la		
	Is the proposed installation support service, in whole or in part, currently provided to the Air Force	
2	via a contract?	
2	via a contract? If the answer is yes, then provide the current contract information below (#2a). If the answer is no, then skip to Section III.	
2	If the answer is yes, then provide the current contract information below (#2a). If the answer is no, then skip to Section III. Award Date:	
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2 2a	If the answer is yes, then provide the current contract information below (#2a). If the answer is no, then skip to Section III. Award Date: Base Period: Option Years: Award Amount: Contract Type (firm-fixed price, cost-plus, etc.):	
	If the answer is yes, then provide the current contract information below (#2a). If the answer is no, then skip to Section III. Award Date: Base Period: Option Years: Award Amount:	



For additional information, please contact AFCP at SAF.IEIM.Workflow@us.af.mil