

## Simplify Procurement with WOSB Sole Source Acquisition and Wheelhouse Group

*A shorter procurement process, a faster decision cycle, best value pricing, and agency credit towards Woman Owned Small Business (WOSB) participation.*

Contracting Officers can conduct Sole Source acquisitions with Wheelhouse Group due to its WOSB designation and participation in industries in which women-owned small businesses are underrepresented. We bring the added value of being a company that offers a unique, proven, and copyrighted methodology for integrated strategic communications and organizational change management. This is an important consideration when conducting research into contractor capabilities.



### What Sets Us Apart



Our multi-disciplined consultants bring experience in change management, communication, and program governance, rather than a singular skill.



We align just the right resources to ensure each of our clients receives the best talent to address their individual requirements.



Because we uniquely staff engagements with experienced personnel, our clients benefit from a more efficient, responsive and customer-focused team.



Our team includes PMP-certified project managers, executive coaches certified by the International Coaching Federation, and consultants with PMI-ACP, Agile, ITIL, Scrum Master, Six Sigma Green and Black Belt, CCMP, ADKAR, and many other technical and industry designations.

### WOSB Sole Sourcing Requirements

Before considering small business set-asides, Contracting Officers must generally consider a WOSB or Economically Disadvantaged WOSB. In the final rule under [FAR 19.1506](#), established by the U.S. Small Business Administration (SBA), WOSB program sole source awards can be made based on these requirements:

- The NAICS code for the contract is considered substantially underrepresented as defined by the SBA (Wheelhouse Group NAICS falls under this guidance)
- The contract value is up to \$4 million for goods and services or under \$6.5 million for manufacturing (including options)
- The WOSB is determined to be a responsible contractor with respect to performance
- After conducting market research, the Contracting Officer does not have a reasonable expectation that two or more WOSBs will submit offers
- The expectation that only one WOSB will perform the work, as determined by the Contracting Officer
- Award can be made to the WOSB at a fair and reasonable price

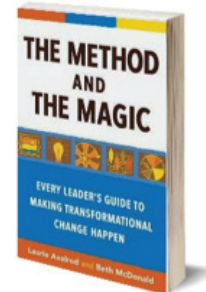
### Next Steps for Contracting Officers

Contact Wheelhouse Group to help with the WOSB Sole Source process via email to [contact@wheelhousegroup.com](mailto:contact@wheelhousegroup.com) or phone 202-430-6944.

## Who We Are

Founded in 2003, Wheelhouse Group is an SBA-certified woman-owned small business (WOSB) headquartered in Fairfax, Virginia. We partner with our clients to successfully navigate constant change, improve how individuals and teams function, and continuously improve organizational performance and transformational objectives.

Our unique and proven approach captures years of experience supporting the “people side” of change and has been published in a book written by Wheelhouse Group founders Laurie Axelrod and Beth McDonald, *The Method and the Magic, Every Leader’s Guide to Making Transformational Change Happen*. We focus on five key steps that, when executed effectively, drive transformational change. Honed over years of helping organizations large and small, public and private, their methodology is based on common-sense principles, informed by the best thinking in the field, and guided by an understanding of human behavior. The magic comes from our multidisciplinary approach, which allows leaders and project managers to truly know their stakeholders, listen to their needs, and be creative in reaching them.



## Sample Client Engagements



### DEPARTMENT OF TREASURY

Years of service: 2005-Present

#### Internal Revenue Service

Supporting the office of the CIO in delivering IT modernization priorities. Creating IT deployment communications to deliver a superior customer experience for 90,000+ employees. Redefining governance, culture and an operating model to transform to DevOps.

#### United States Mint

Providing IT communications, organizational change management, portfolio and program management, and leadership development services in support of the office of the CIO.

#### Fiscal Service

Defining and executing Cybersecurity outreach programs that engage stakeholders and cultivate a security-focused culture. Leading communications and organizational design to support IT modernization efforts.



### GENERAL SERVICES ADMINISTRATION

Years of service: 2013-Present

Helping executive leadership in human capital strategy and organizational improvements. Providing executive coaching for 50+ executives and senior managers to build change leadership skills. Expanding outreach, program management and event support for 20 government-wide communities of practice.



### DEPARTMENT OF LABOR

Years of service: 2011-Present

Leading a multi-year, national program to increase employment for people with disabilities. Developed a comprehensive stakeholder engagement strategy, working with over 100 technology companies, government agencies and advocacy organizations to provide accessible technology and increase workplace diversity.

## WOSB NAICS Codes and Contract Vehicles

All NAICS used by Wheelhouse Group are also those determined by the SBA as substantially underrepresented to qualify for Sole Source contracting.

#### Wheelhouse Group NAICS Codes:

Management, Scientific, and Technical Consulting Services:	541611, 541612, 541613, 541618
Specialized Design Services:	541430, 541490
Advertising, Public Relations, and Related Services:	541810, 541820, 541830, 541840, 541860, 541890
Other Professional, Scientific, and Technical Services:	541910, 541930, 541990
Professional and Management Development Training:	611430

#### Wheelhouse Group Prime Contract Vehicles:

GSA Multiple Award Schedule (MAS)  
[GS-10F-211AA](#)  
[GS-00F-126DA](#)

[Human Capital and Training Solutions \(HCaTS\) Small Business \(SB\)](#)  
Pool 1: Professional and Management Development Training  
#47QREB19D0024  
NAICS: 611430