

# Addressing Agency Needs for Customized Human Capital, Training, and Organizational Performance Improvement Services

## HCaTS Small Business and Wheelhouse Group

Best in class solutioning, wide availability across all federal agencies, flexible task order types, pricing at the task order level, and the ability to support multiple human capital services disciplines are among the benefits to Contracting Officers in using HCaTS for Small Business acquisition.



### What Sets Us Apart



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



We align 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, certified executive coaches, and consultants with many technical and industry designations.



We offer clients a published, proven methodology for integrating communications and change management to bring about transformational change.

### About HCaTS Small Business

HCaTS Small Business is a total small business set-aside that provides innovative and flexible training and development, human capital strategy, and organizational development services to all federal agencies. It is a best-in-class, strategically sourced, government-wide, multiple award IDIQ contract vehicle through a partnership between GSA and OPM.

### Key Benefits to Contracting Officers

- Vetted, best in class contractors that are highly technically rated with fair and reasonable pricing
- Flexibility for all contract types at the task order level (Fixed-Price, Cost Reimbursement, Time-and-Materials, and Labor-Hour)
- Ancillary services and other direct costs are allowable costs at the task order level
- High program ceilings: \$3.45B (Pool 1) and \$2.3B (Pool 2)
- Multiple year ordering cycle
- Maximizes small business utilization goals
- No protest on in-scope task orders under \$10 million
- Provides self-service (via a DPA) and assisted acquisition service (via OPM) access to human capital solutions

### Federal agencies can use HCaTS to procure contract support in three Key Service Areas (KSAs):

- KSA 1 Customized Training and Development Services
- KSA 2 Customized Human Capital Strategy Services
- KSA 3 Customized Organizational Performance Improvement

### Wheelhouse Group on HCaTS Small Business

We hold a prime contract in Pool 2 Human Resource Consulting Services HCaTS SB contract #47QREB22D0003 NAICS: 541611, 541612, 541613, 541618

# How Federal Agencies Can Use HCaTS

Acquisitions can be made two ways.

## 1. Direct-Buy

The ordering agency performs pre- and post-award activities. The six, easy steps are:

- Receive Delegated of Procurement Authority (DPA) Certificate for HCaTS. Visit [HCaTS Training](#) for guidance.
- Conduct acquisition planning including market research.
- Develop and issue the solicitation package.
- Conduct source selection and award the task order.
- Email the Award FPDS-NG report to [hcats@gsa.gov](mailto:hcats@gsa.gov).
- Administer and close out the Task Order.

## 2. Assisted Acquisition Services (AAS)

OPM's Human Capital Industry Solutions (HCIS) Program provides full-service assisted acquisition services. OPM performs the acquisition on behalf of the ordering agency with pre- and post-award support. GSA provides contracting support services. Contact HCIS at 202-606-1051, email [HCIS@opm.gov](mailto:HCIS@opm.gov), and visit [OPM's HCIS website](#) for more information.

## Connect with Wheelhouse Group on How to Use HCaTS for Your Agency

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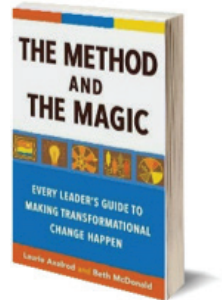
Visit the [Wheelhouse Group HCaTS website](#)

## Ordering Guides and Training Resources

Materials are available on the [GSA HCaTS portal](#) or for additional materials, please contact the GSA HCaTS Small Business Office via email to [sbhcats@gsa.gov](mailto:sbhcats@gsa.gov)

## Our Published, Proprietary Approach to Organizational Change

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.



## About Us

Founded in 2003, Wheelhouse Group is an SBA-certified woman-owned small business (WOSB) headquartered in Fairfax, Virginia. Our team consists of senior program managers, change agents and communications experts who offer innovative strategies to guide business and technology change, improve how teams and individuals function, and continuously improve organizational performance. We have successfully lead complex, multi-year organizational transformations. In government, our client roster of large, complex engagements includes GSA, Internal Revenue Service, US Mint, Department of Interior, Department of Labor, Department of Justice, and EPA, many of which are multi-year endeavors.

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