

# Buying Professional Services through GSA's Multiple Award Schedule



## Introduction to GSA's Professional Services

GSA's Multiple Award Schedule (MAS) provides a simple, easy, and fast way to acquire professional services to meet your unique acquisition challenges. Using the streamlined procurement procedures in FAR Subpart 8.4, MAS offers federal agencies access to 4,000+ experienced contractors who provide a range of commercial professional services at discounted and competitive prices.

### Services contractors offer:

- Management and advisory services
- Technical and engineering services
- Research and development (R&D) services
- Financial services
- Business administration services
- Social services
- Marketing and public relations services
- Legal Services

### Benefits of using MAS:

- Helps meet **spend under management (SUM) goals** as a Tier II contract per **OMB M-19-13**
- Access to nearly 4,000 vetted professional services contractors
- Streamlined acquisition under FAR 8.405
- Reduced procurement lead time
- Increased administrative cost savings
- All socioeconomic subgroups available for set-aside including Small Business (SB), Service-Disabled Veteran-Owned Small Business (SDVOSB), Veteran-Owned Small Business (VOSB), Women-Owned Small Business (WOSB), 8(a), and HUBZone
- Standard procurement clauses are included in the master Schedule contract
- Pre-award scope review available to help find the best fit for requirements
- Flexibility to use Blanket Purchase Agreements for repetitive purchases and different contract types such as firm-fixed-price, time-and-material, and labor-hour





## How MAS Works

Find the checklist for how to use MAS professional services in the “[FSS Award and Order Checklists](#)” table.

Requests for Quotations (RFQs) are solicited via Special Item Numbers (SINs) that are readily cross-walked to North American Industry Classification System (NAICS) Codes.

Use GSA’s eLibrary to view the SINs, solution sets, and awarded contractors providing services through MAS. The MAS contracts are awarded with a five-year base period and three five-year option periods. Task orders must be solicited and awarded prior to the contract expiring and may extend up to five years after the contract expires.

**Order-Level Materials (OLMs)** buying authorities are in place for items not on Schedule.

## How to Find Professional Services Contractors

To access professional services companies that have an MAS contract, visit GSA eLibrary at [www.gsaelibrary.gsa.gov](http://www.gsaelibrary.gsa.gov).

Use GSA’s **eBuy** to electronically post and receive quotations in a secure environment.

## Digital Tools to Improve Your Acquisitions



**Acquisition Gateway:** Use this workspace for acquisition professionals and federal buyers to connect with resources, tools, and each other to improve acquisition governmentwide.



**Contract-Awarded Labor Category (CALC):** Search awarded ceiling rates for labor categories, perform market research on professional services labor categories, build IGCEs, and make price comparison evaluations.



**Steps to Performance-Based Acquisition (SPBA):** Use this digital platform to walk through the eight steps of performance-based acquisition, including templates and resources.

## For More Information or Assistance

- Call GSA’s National Customer Service Center at **1-800-488-3111**
- Visit [www.gsa.gov/masprofessionalservices](http://www.gsa.gov/masprofessionalservices)
- Email us at [professionalservices@gsa.gov](mailto:professionalservices@gsa.gov)
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