

FREQUENTLY ASKED QUESTIONS

IMPAC Cards

Question: When can an IMPAC card be used in connection with telecommunications services?

Answer: In accordance with AFI 33-111, all local telephone services must be procured by 38 EIG/PKK using a Communications Service Authorization (CSA). An IMPAC card should therefore not be used as the contractual authority to pay a local telephone bill at any dollar amount; a CSA is still needed. However, it may be possible to establish an IMPAC payment method for the local telephone bill in conjunction with the CSA. Establishing such a payment method would require close coordination with the local cardholder, the local IMPAC program monitor, your 38 EIG/PKK Contracting Officer, and the contractor, since not all contractors will accept IMPAC payments. Even when the contractor will accept such payments, in some cases the requiring activity must call in its card number every month, as the contractor destroys all documents containing the card number. Currently we have authorized one base to use IMPAC card for payment on a CSA as a test case. We have been advised by AFMC to wait until SAF/AQ issues guidance on the proper IMPAC payment reporting method before expanding this test. In short, IMPAC procedures should never be considered a stand-alone method of procuring and paying for recurring telephone services, but we will approach this test case as an opportunity to learn how IMPAC may properly be used as a payment method. As we learn more information regarding this issue, we will notify our MAJCOM points of contact.

GSA Metropolitan Area Acquisitions (MAA)

Question: My base has been approached by *GSA* informing us that they have awarded *MAA* contracts in my area for telecommunications services and that we can save money by using a *GSA* contract. Can I go to *GSA* to obtain a contract for local telephone service?

Answer: No. Please refer the individuals from *GSA* who are contacting you to the 38 *EIG/PKK* Contracting Officer. In accordance with *AFI 33-111*, all local telephone services must be procured by 38 *EIG/PKK* using a *Communications Service Authorization (CSA)*. When your current *CSA* expires, we will compete your requirement for telephone service among all interested vendors, and not all of those vendors will have *MAA* contract schedules with *GSA*. The fact a vendor has an *MAA* schedule will not prevent that vendor from submitting a bid to us directly, and since *GSA* costs include a surcharge for *GSA* involvement, it is unlikely a better price can be obtained through the *MAA* vehicle. However, we will invite *GSA* to submit *MAA* pricing on our acquisitions because we are in favor of obtaining the best possible deal for the Government. Our experience to date has not indicated any savings by going through a *GSA* vehicle.

DSL Service on CSAs

Question: Can I add DSL service to my CSA?

Answer: Yes, the DSL, or other Hi-speed Internet (Broad Band) service can be added to a CSA, but there are two issues that should be considered: network security and funding.

First, is the DSL service a valid "requirement" for the location and customer? This question should be answered locally through the requirements validation process prescribed by AFI 33-103 and the use of the AF Form 3215, C4 Systems Requirements Document. For example, there may be other appropriate technical solutions, and DSL service is entirely inappropriate where it may become a backdoor to the military network. Be sure to involve the base network security manager and ensure network security is appropriately considered.

Second, if the DSL service is being considered for Internet connectivity for Base Services activities such as MWR, Base Library, etc. These activities are funded with non-appropriated funds, and therefore, something has to be worked between the resource advisers to ensure proper funding is being used.

If there is an existing CSA with a vendor who can provide the service at a tariff price, then it makes sense to add the service to the CSA, and 38 EIG/PKK can pursue that. Don't be surprised if we question whether there has been a validation of the requirement. If your location has an assigned STEM B, we recommend coordination of such a requirement with that individual. There may be other issues to address, such as issues related to equipment and the requirements for non-appropriated fund activities, and it will be necessary to discuss those on a case-by-case basis with the appropriate Contracting Officer.