

Quick and Easy Ordering

- For rapid response, the SBA permits direct awards to ActioNet for tasks up to \$4 million. 8(a) awards are not protestable.
- Task Orders may be issued as Time and Materials (T&M), Firm Fixed-Price, or Performance Based with incentives.
- Labor rate ceilings for a wide range of labor categories are pre-negotiated. Visit www.actionnet.com/HITSS for details. (Rates may be discounted for a particular task)

ActioNet will help you through the ordering process

- As a certified SBA 8(a) company, ActioNet is permitted to assist in the preparation of requirements and statements of work.
- Staff has been trained in Managing State Projects (MSP) and is PMP certified.
- Our HITSS Program Management staff is experienced in IT project planning and Task Order Management at DOS. We are prepared to assist in documenting requirements, planning budgets, and obtaining the resources needed for the successful continuation of IT Operations or completion of IT Projects.

Basic Steps for 8(a) Directed Procurement Ordering Services From Team ActioNet

1. Formulate Requirements

- Consult with ActioNet HITSS Program Manager or Executive Director to plan project/tasks, develop work and prepare estimates.

2. Prepare for Acquisition

- Submit requisition, listing ActioNet as the sole provider and add funding information.

3. Award Task and Execute

- After ActioNet receives task order and Visit Access Request (VAR) is submitted, work begins.

Contact Us

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Field Offices

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San Diego, CA | Honolulu, HI | Hagatna, GU

Team ActioNet

CACI
EVER VIGILANT™

WR SYSTEMS

Make HITSS Easy!

U.S. Department of State
HITSS Contract #:
S-AQMPD-07-D-0077

Turning VISION into ACTION®

CMMI® Level 3 | ISO 20000 | ISO 9001:2008 | 8(a) | Woman-Owned

ActioNet

► Provides administrative and full Life-cycle IT support, logistics support, training, and professional development services for the Bureau of Diplomatic Security (DS), Information Resource Management (IRM), Legal Bureau Executive Office, Resource Management – GFSS, A Bureau Office of Information Programs and Services (FOIA) and The International Joint Commission.



- Expertise in Program Support, System Integration, Information Systems Security, Enterprise Software Development (Metastorm and SharePoint).
- Dunn and Bradstreet's highest "3A1" financial rating.
- Expertise in Program Support, System Integration, Information Systems Security, Enterprise Software Development, and Training.
- Dun and Bradstreet's highest "3A1" financial rating.
- DCAA-compliant rates and accounting system.
- 92 out of 100 past performance rating from Open Ratings.
- Virginia's Fantastic 50, 2004-2010.
- Deloitte Technology Fast 50 Virginia/Fast 500 North America, 2003-2009.
- SBA Minority Small Business Person of the Year.

Team ActioNet

ActioNet partners with industry leaders CACI and WR Systems to provide excellence in IT Services.



ActioNet is Total Quality Management

- Industry Best Practices backed by ISO 9001:2008, SEI CMMI® Level 3 rating and the Project Management Institute (PMI) methodologies.
- Effective QMS to benchmark and measure performance.
- Customers have direct access to ActioNet's Program Management and all other executive management staff.



- Our web-based, secure, PM collaboration tool, ACE provides a one-stop shop for ActioNet departments and our customers.
- A standard structure provides consistency among the Task Orders.
- Project deliverables, contract and administration documentation, and invoices are available based on rights granted.
- ACE provides a mechanism for archiving our PMs' valuable program information further strengthening ActioNet's ability to provide Quality programs.



Our HITSS Customers

RESOURCE MANAGEMENT – GLOBAL FINANCIAL SUPPORT AND SERVICES (RM/GFSS)

Provide Computer Operations Support performing system verification and validations, Oracle database management support, financial system and operational analyses, post implementation support, system security support, federal financial management reporting services, system training.

DIPLOMATIC SECURITY – CHIEF TECHNOLOGY OFFICE (DS/EX/CTO/SFW)

Provide SharePoint out-of-the box application development; Metastorm development, Business Objects reporting, Requirements Analysis, User Interface Design and Graphics, Configuration Management, Technical Writing, Contingency Planning testing and documentation, End User Training.

OFFICE OF INFORMATION PROGRAMS AND SERVICES (FREEDOMS) A/ISS/IPS/AAS/FB

Provide planning, development, deployment, operation and maintenance of systems used to automate the opening, tracking, execution, closing and reporting of information requests made under any of the information access laws, Executive Orders, etc.

OFFICE OF LEGAL ADVISOR (L/EX) HELP DESK

Provide high availability of IT resources for all IT Operations using Standard Documented Procedures for effective and efficient high-quality customer support, including Help Desk, Desktop and Printer support; custom application support, Hummingbird Document Management system support.

HUMANITARIAN INFORMATION UNIT (INR/GGII/HIU)

Provide technical expertise and services for supporting the collection, management, and use of spatial data for analysis of complex humanitarian crises and related services worldwide.

INTERNATIONAL JOINT COMMISSION (IJC)

Provide IT Administration for two distinct Local Area Networks supporting the IJC effort, including desktop user support, peripheral and VTC support, and senior systems engineering support to resolve highly technical issues and provide guidance on special projects.

OFFICE OF GLOBAL INFORMATION SERVICES, INFORMATION PROGRAMS AND SERVICES (A/GIS/IPS)

Provide on-site network management and systems administration support, including support of SAS/SAS2, FREEDOM/FREEDOM2 (FOIA Case Management Systems), CARS.

IRM S/ES

Provide POAM Help Desk Support; provide 7x24 IT support and services to the principal officers of the Department of State, the Executive Secretariat and other offices under the administrative umbrella of S/ES.

OFFICE OF eDIPLOMACY (IRM/BPC/eDip)

Provide innovative web-based solutions to enable effective collaboration between foreign affairs agencies; provide IT and Knowledge Management (KM) support services necessary for requirements definition, design, development, implementation, deployment, and operation and maintenance for eDip's software applications, networking systems, and web sites.

IRM – SYSTEMS INTEGRATION OFFICE (SIO/CCS/ECS)

Provide Program and Project Management and Administrative support; full IT SDLC Lifecycle support, including Requirements Analysis/Definition, Design, and Legacy Application development, implementation, deployment, and operations and maintenance support for Enterprise software applications, telecommunications /networking systems, and web (SharePoint) sites.