

GSA ACQUISITION POLICY FEDERAL ADVISORY COMMITTEE (GAP FAC) SUMMARY OF PUBLIC MEETING

September 22, 2022

The GSA Acquisition Policy Federal Advisory Committee was convened for its first public meeting at 1:00 P.M. on September 22, 2022, virtually via Zoom for Government. Boris Arratia, Designated Federal Officer, opened the meeting with introductory remarks.

In accordance with FACA, as amended, 5 U.S.C. App 2, the meeting was open to the public from 1:00 P.M. to 3:30 P.M.

Committee Members Present:

Troy Cribb, Chairperson	Partnership for Public Service
Cassius Butts, Co-Chairperson	Global Leader Group
Amlan Mukherjee	Michigan Technological University
Anish Tilak	Rocky Mountain Institute
Anne Rung	Varis, LLC
Antonio Doss	Small Business Administration
Clyde Thompson	GovStrive, LLC
Darryl Daniels	Jacobsen Daniels Assoc.
David Waggoner	Institute of Scrap Recycling Industries
Denise Bailey	Milligan Consulting, LLC
Deryl McKissack	McKissack & McKissack
Farad Ali	Asociar LLC
Gail Bassette	Bowie State University
Jennie Romer	Environmental Protection Agency
Keith Tillage	Tillage Construction, LLC
Kimberly Wise White	American Chemistry Council
Kristin Seaver	General Dynamics Information Technology
Leslie Cordes	Ceres
Luke Bassis	Port Authority of New York and New Jersey
Mamie Mallory	Mallory & Associates, LLC.
Nicole Darnall	Arizona State University
Nigel Stephens	Phoenix Strategies, Inc.
Richard Beutel	George Mason University

Steven Schooner

Stacy Smedley

Susan Lorenz-Fisher

George Washington University

Building Transparency

AmerisourceBergen Corp.

Guest Speakers and Presenters:

Robin Carnahan, GSA Administrator

Krystal Brumfield, GSA Associate Administrator of Office of Government-wide Policy

Jeffrey Koses, GSA Senior Procurement Executive

Boris Arratia, Designated Federal Officer

Stephanie Hardison, Deputy Designated Federal Officer

Other present for all or portion of the meeting were:

David Cochenic, GAP FAC Support Team

Wiaam Yasin, GAP FAC Support Team

Adam Sheldrick, GAP FAC Support Team

Melissa Joseph, GAP FAC Support Team

Michael Bloom, High-Performance Buildings Program Advisor, Office of Government-wide Policy

Jamie Pellegrino, Captioner

Debra S, ASL Interpreter

Joan L, ASL Interpreter

CALL TO ORDER

Boris Arratia, Designated Federal Officer, opened the public meeting welcoming the group and encouraging the public to submit all public comments to gapfac@gsa.gov. He requested that the email includes the meeting date (09/22/22) in the subject line so that the GAP FAC support staff is aware that the public comments are in reference to this public meeting.

GSA LEADERSHIP REMARKS

Robin Carnahan, GSA Administrator, welcomed the public to the committee meeting, and offered a special thanks to committee members who have offered time and talent to serve our country in this way. She acknowledged the commemoration of the 50th anniversary of the Federal Advisory Committee Act and the importance of the Act in ensuring that the executive branch benefits from a wide range of opinions in making

policy. This committee, she explained, will generate ideas on how to streamline the way the government buys things and leverage the government's buying power. The Biden Administration is committed to have the U.S. lead by example when it comes to buying clean. This is a triple win resulting in good paying jobs, ensuring a healthy planet, and saving taxpayer dollars through lower energy costs. She emphasized the importance of the timing of these efforts, with agencies implementing the infrastructure law passed last year and with the new \$370 billion in investment in combatting climate change. GSA is looking to the public for recommendations, wisdom, judgment, and game changing ideas on what regulations and policies should be updated and changed.

Krystal Brumfield, GSA Associate Administrator for the Office of Governmentwide Policy, stated that GSA provides best practices in federal property, technology, and mission support operations such as acquisition; capitalizes on cross agency collaboration to improve operations and deliver value for the American people. She looks forward to the committee's recommendations for acquisition policy that advance GSA's mission as America's buyer, an acquisition workforce that is ready for the future, and a domestic supplier base incentivized to supply innovative offerings to the federal government.

CHAIR AND CO-CHAIR REMARKS

Troy Cribb, Chair of the GAP FAC Committee, introduced herself and emphasized her gratitude for the coming together of committee members from multiple sectors from all over the country. She is looking forward to working with everyone on the committee on regulatory, policy and process changes to embed climate and sustainability considerations into the government's purchasing decisions. She thanked Administrator Carnahan and Associate Administrator Brumfield, for their leadership in making sure federal acquisition dollars are spent in the smartest way possible, and also thanked them and the rest of the GSA team, especially Jeff Koses, Boris Arratia, Stephanie Hardison for their hard work in standing up this committee.

Cassius Butts, Co-Chair of the GAP FAC Committee, also introduced himself, emphasizing gratitude to GSA leadership and team on establishing this historic committee. He sees the committee as a 'Group of avengers' who will ensure climate sustainability issues are fully considered in the acquisition process, support the acquisition workforce, and help GSA lay the foundation that will assist industry partners in considering materials and resources used in their products.

Each committee member briefly introduced themselves stating their name, position, organization, and area of expertise.

GAP FAC CHARTER

Troy Cribb went over the following information regarding the GAP FAC Charter: GAP FAC refers to the General Services Administration Acquisition Policy Federal Advisory Committee. The objective of the committee is to provide expertise and advise GSA on a broad range of innovative solutions to acquisition policy, workforce, and industry partnership challenges. This committee is supported by the GSA Office of Government-Wide Policy. This committee was established under agency authority in accordance with FACA, as amended, (5 U.S.C. App 2), to serve as an expert advisory body to GSA. The full GAP FAC charter is available on the gsa.gov web site.

SUBCOMMITTEE INTRODUCTION DISCUSSION

Troy Cribb introduced discussion of three proposed subcommittees – Policy and Practice; Industry Partnerships; and Acquisition Workforce. She provided an overview of the expected role of the subcommittees, the flow of subcommittee meetings and the cadence of full committee meetings.

She explained that the bulk of the work in developing recommendations for the full committee to consider will happen at the subcommittee level. She further explained that the Chair and Co-Chair would like each subcommittee to meet for at least one hour every two weeks, and to devote at least a half hour per meeting hearing from the public or federal employees.

She indicated that the full committee plans on meeting at least four times per year. At each full committee meeting, 45 to 60 minutes per subcommittee will be allocated for discussion of subcommittee work and, as appropriate, voting on recommendations, for a total of 3 to 4 hours for each full committee meeting.

The Chair and Co-Chair encourage recommendations that are specific, actionable, and effective. Fewer recommendations that would be high impact would be preferable to a laundry list of goals without clear direction.

By way of introducing the work of the subcommittees, Jeff Koses, GSA Senior

Procurement Executive, noted that GSA felt it was important to have a broad spectrum of backgrounds on this first GSA acquisition advisory committee in 15 years and further noted that half of committee members are from outside the DC area.

For each subcommittee topic, Jeff Koses explained that the purpose of the discussion today would be to identify potential topics for discussion, get initial thoughts and begin the process of prioritizing ideas. To help get the discussion started, prior to the meeting, committee members suggested key challenges to consider for each subcommittee topic. This input is included in the [inaugural meeting presentation](https://www.gsa.gov/policy-regulations/policy/acquisition-policy/gsa-acquisition-policy-federal-advisory-committee) that is posted on the committee website (<https://www.gsa.gov/policy-regulations/policy/acquisition-policy/gsa-acquisition-policy-federal-advisory-committee>)

POLICY AND PRACTICES SUBCOMMITTEE FOCUS AREAS

In introducing discussion of the Policy and Practices subcommittee, Jeff Koses recognized that some solutions may be long-term but encouraged the committee to also identify what we can do now. He also recognized the need for the committee to be aware of other policy initiatives in their deliberations, including those related to small businesses, equity, a healthy labor movement, items produced in the United States and cybersecurity.

Member Input:

Members of the committee shared the following comments and suggestions regarding potential focus areas for the Policy and Practice Subcommittee:

1. Regarding IT goods and services, ensure technology adheres to basic principles of sustainability and environmental stewardship.
2. Identify existing opportunities to leverage existing entities such as s such as SBIR, STTR and MEP programs that can help commercialize and get in the hands of small manufacturers and machinists. This committee can help to leverage existing programs instead of re-inventing the wheel.
3. Identify inconsistency in regulations under different agencies or regulations that contradict each other. Focus on promoting consistency.
4. With as much money and momentum at hand right now, focus on making an impact sooner rather than later by triaging where the committee can make the biggest impacts.
5. Build out a toolkit for partners on how procurement policies look like,

considering full life cycle impacts.

6. Those who think about how to engage vendors tend to be more successful. Think about how to creatively engage vendors in the private sector.
7. Create clear and consistent recommendations for the acquisition workforce, backed by strong leadership messaging, spreading lessons learned, and use of models that can be turned into actionable examples for the workforce.
8. Small businesses will provide critical core components as the world's largest purchaser will be moving towards a greener sustainability economic approach. Bring small businesses along on this journey as active participants and sources of innovation.
9. Provide consistency in the definition of sustainability. This is necessary for the entire framework, including key performance indicators.
10. Gather information from GSA regarding specific priorities where funding is allotted (for example, under the infrastructure bill or the Inflation Reduction Act).
11. Recommend specific rules about how GSA can engage with suppliers/vendors. Currently there are more rules against engagement than creating opportunities and space for engagement.
12. Develop policy mechanisms that achieve the best possible environmental impact reduction at the least cost, and drive change by industry through competition. Mechanisms could include requiring suppliers to demonstrate a specific commitment to climate targets, including disclosing plans for reducing emissions.
13. Promote consistent development and delivery of EPD programs, transparency in process, and data quality.
14. Identify the biggest data gaps that agencies face in trying to address existing sustainability initiatives (i.e. implementation of EO 14057)

INDUSTRY PARTNERS SUBCOMMITTEE FOCUS AREAS

Jeff Koses provided context on the Industry Partners Subcommittee, which will focus on the right ways to incentivize industry partners, including by helping industry understand emerging requirements.

Member Input:

Members of the committee shared the following comments and suggestions regarding focus areas for the Industry Partnerships Subcommittee:

1. Be sensitive that a different partnership arrangement may be needed for small business vendors.

2. Build more awareness in industry on the multiple vehicles that the government uses for procurement.
3. Examine how small businesses could team to go after larger contracts.
4. Examine whether there is a baseline for small businesses and/or women-owned businesses that operate in the space, and how to increase their participation. How do we incentivize the larger entities to partner and team with other small businesses and women-owned businesses?
5. Emphasize the importance of reaching out to academic partners across universities and the need to have sustainability as part of the curriculum.
6. Be intentional to be inclusive of different markets, types of procurements, etc. For example, it's "easier" when we talk about sustainability to focus on commercial items/products that do (or don't) have ecolabels; and the construction industry has innumerable tools (such as in Leadership in Energy and Environmental Design (LEED) or even the Sustainable Facilities (SF) Tool) and opportunities. But a significant chunk (indeed, the lion's share) of the federal procurement spend flows through other channels, large contracts, umbrella vehicles (Indefinite Delivery Indefinite Quantity (ID/IQ's), etc. Signal that climate change through procurement is an "all hands-on deck" opportunity and challenge. Sometimes, for example, the greatest opportunity may be at the subcontractor level.
7. Target accessibility, ensuring we have a process, clear focus, and help smaller innovators partner with well-established entities. Be considerate about this when building policies and regulations. Know who those small businesses are, and how they get their information (which, for example, may not be through the Federal Register).
8. GSA pioneered the Federal Risk and Management Authorization Program (FEDRAMP) – the central credential necessary for technology providers to sell IT services and goods for the federal government at GSA, and also tutored small businesses when initially the program was seen as a barrier. Use this as a potential model for sustainability efforts.
9. View partnerships as creating an ecosystem of large, small, innovators, academia - a platform to come together to broaden the base.
10. Leverage the strategic partners in the SBA Community Navigator Program, which was set up to address the specific challenge of meeting small, minority businesses in the community where they are. This could be leveraged and expanded to help identify and bring new firms into the Federal fold.
11. Speak with industry partners, which will be the key to success in this.

12. Often the best onramp for a small business is working with a larger partner. Help with on ramping small businesses on understanding these opportunities, including how requirements on base contract get filtered down to subcontractors.
13. Recognize the challenge and importance of building the capacity of U.S. innovation-oriented companies and manufacturers who will be relied upon to provide key components to the products which will be critical to delivery of sustainable environmentally friendly solutions (relevant to Buy American rules).
14. Promote partnership with the Offices of Small Disadvantaged Business Utilization (OSDBU); reintroduce mentor-protégé programs.
15. There have been multiple instances of large influxes of money and opportunities for small businesses, but few are sustainable after the influx of money goes away. Empower the right businesses and look for those who truly want to grow.
16. With new policies and increasing standards, be conscious of the risk of pushing out vendors as there will be a cost to this.
17. Consider how to weigh the “green impact” versus low cost.

ACQUISITION WORKFORCE SUBCOMMITTEE FOCUS AREAS

In introducing the third subcommittee, Jeff Koses, emphasized that the workforce involved in making acquisitions succeed goes well beyond contract officers and specialists. The committee will be able to build on the tools and resources of the Federal Acquisition Institute, which is operated by GSA.

Member Input:

Members of the committee shared the following comments and suggestions regarding focus areas for the Acquisition Workforce Subcommittee:

1. Look at clarifying sustainability selection criteria to the contracting officers in some type of checklist. Include sustainability in the RFI statement, so that industry, including small businesses, can help the public sector identify what they need.
2. Enable cross agency spaces where agencies can share best practices, including on performance contracting as a key leverage point. Finding success points and replicate them in learning sessions or toolkits for contracting staff. Also, provide training on the subject matter (i.e., what is sustainability).
3. Local governments have been innovating a lot. Draw on those best practices and learn how they are applicable to the federal workforce. General sustainability training is a very elusive concept that we must demystify.

4. Universities, Including HBCUs, are engaging more in capturing and responding to these opportunities but may not necessarily have the infrastructure to support. Learn about the types of trainings offered at universities and identify ways to help train the students and create a pipeline of talent for the acquisition workforce. Looking and partnering with academia will be very key to training students to be ready for the acquisition workforce.
5. Partner with universities and business schools on training in supply management in terms of sustainability. Training students early; feed the pipeline, and demystify sustainability for them.
6. Procurement ultimately is not about rules, it's all about people. One challenge is that there is not enough information for the workforce in this area. Start with low-hanging fruit, such as creating a one-stop-shop, understandable, on-line web site on sustainability.
7. Think about how to integrate new technologies to assist with the procurement decisions to integrate the different types of sustainability information that will be needed to achieve our sustainability goals.
8. There is concern about a reduction in the number of contractors interested in doing business with the government. Examine whether that has to do with a perpetual building of bureaucracy over time. There needs to be an examination of why vendors are becoming disinterested and how to offset that
9. Build public and congressional support for ambitious federal action on sustainable procurement through targeted and intentional communication efforts - enhancing efforts to share successful sustainability stories more widely and tout more broadly the important climate and energy (cost) savings from GSA and U.S. government efforts is crucial to complement the policy, regulatory and other efforts.

SUBCOMMITTEE COMPOSITION POLL

Members participated in a poll, voting on the subcommittee they are most interested in joining between Policy and Practice, Industry Partners, and Acquisition Workforce.

Here are the results:

First name	Last name	Policy and Practice	Industry Partnerships	Acquisition Workforce
Farad	Ali		X	
Denise	Bailey		X	

Gail	Bassette		X	X
Luke	Bassis	X		X
Richard	Beutel	X		
Leslie	Cordes	X	X	
Darryl	Daniels			X
Nicole	Darnall		X	X
Antonio	Doss	X		
Mark	Hayden	X		X
Susan	Lorenz-Fisher		X	
Mamie	Mallory	X	X	
David	Malone		X	
Deryl	McKissack		X	
Dr. Amlan	Mukherjee	X		
Jennie	Romer	X		
Anne	Rung			X
Steven	Schooner	X		X
Kristin	Seaver		X	X
Stacy	Smedley	X	X	
Nigel	Stephens	X	X	
Clyde	Thompson			X
Anish	Tilak	X	X	
Keith	Tillage		X	
Dr. David	Wagger	X	X	
Dr. Kimberly	Wise White	X	X	

SUMMARY AND NEXT STEPS

Cassius Butts, Co-Chair, stated that over the next few days, the GAP FAC will be reaching out to schedule a follow-on meeting to discuss subcommittee establishment, expectations and operations. He thanked the members for their input in this important

first step in the committee's work.

Krystal Brumfield thanked all 28 commissioners for their collective ideas, conversations, and hours put in, as well as the public for viewing this inaugural meeting. She also thanked Troy and Cassius for facilitating the discussion so that we can understand work streams and how we are working towards moving forward on each of the subcommittees.

CLOSING REMARKS


The meeting ended with the following closing remarks and general announcements:

- Please submit public comments to gapfac@gsa.gov.
- Be on the lookout for communications from our team regarding the meeting for establishing subcommittees. If interested in being a chair or co-chair, please reach out to Boris Arratia.
- Our full committee meeting cadence will be approximately four times per year. Tentative date for next full committee meeting: December 15, 2022
- GSA issued a press release announcing the members of the committee. The link to the press release can be found [here](#).
- Meeting minutes will be posted [here](#).


ADJOURNMENT

The meeting adjourned at 3:30 P.M. EST

I hereby certify that, to the best of my knowledge, the foregoing minutes are accurate and complete.

DocuSigned by:

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TROY CRABB

Chairperson
GSA Acquisition Policy Federal Advisory Committee

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CASSIUS BUTTS

Co-Chairperson
GSA Acquisition Policy Federal Advisory Committee