

ASTRO Quick Reference Guide

Last Updated: August 6, 2024

Topic	Answer	Additional Reference(s)
What is ASTRO?		
Summary	ASTRO is a broadly scoped series of 10 Multiple Award, ID/IQ contracts encompassing virtually all services and solutions supporting or involving manned, unmanned, or optionally manned platforms and robotics.	<ul style="list-style-type: none"> • GSA's ASTRO Webpage • See ASTRO FAQs in the <i>What is ASTRO?</i> section of the ASTRO webpage
Scope	<p>Total solutions for manned, unmanned, or optionally manned platforms and robotics in five "Domains": 1) Operations, 2) Maintenance/ Readiness, 3) Development/Systems Integration, 4) Support, and 5) Research & Development.</p> <ul style="list-style-type: none"> • Ancillary Services / Products including, but not limited to, professional, commercial, and IT services / products are permissible • Forbidden Services including, but not limited to, inherently government functions and personal services are not permissible 	<ul style="list-style-type: none"> • Request a Scope Review – email SOW to ASTRO@gsa.gov • Conformed contracts are in the <i>ASTRO Contracts</i> section of the ASTRO webpage: <ul style="list-style-type: none"> ○ Domain Definitions – Section C.2 ○ Ancillary Services – C.4 and C.5 ○ Forbidden Services – C.6
Access Fees	<ul style="list-style-type: none"> • No Contract Access Fee (CAF) • GSA Assisted Acquisition Fees apply 	
Developing ASTRO Requirements & Ordering		
Who can use ASTRO?	<ul style="list-style-type: none"> • Requiring Activities (RA) should contact GSA's Assisted Acquisition Services (AAS) to initiate procurement and establish an Interagency Agreement • All federal agencies may be a RA/ Funding Agency for ASTRO • All federal agencies must use GSA AAS as the contracting entity to award their ASTRO task order • ASTRO ordering is limited to GSA AAS via Delegation of Procurement Authority (DPA) 	<ul style="list-style-type: none"> • ASTRO@gsa.gov
Establishing Requirements	RAs interested in using ASTRO should request a Scope Review from ASTRO@gsa.gov	
Market Research	Conducted by the Ordering Contracting Officer (OCO) through ASTRO's Symphony Portal IAW ASTRO and Agency regulations	<ul style="list-style-type: none"> • Symphony Portal • FEDSIM Forecast
Advanced Notice	ASTRO opportunities included with all GSA AAS opportunities on the GSA AAS website Industry page.	<ul style="list-style-type: none"> • AAS Industry Page
Solicitation	OCO's must solicit using the Symphony Portal	<ul style="list-style-type: none"> • Symphony Portal
Ordering Procedures	<p>Fair Opportunity FAR 16.505</p> <ul style="list-style-type: none"> • Fair Opportunity FAR 16.505 • Exceptions to Fair Opportunity, if applicable, allow to Sole Source awards. FAR subpart 16.505(b)(2)(i)(A) through (F) 	<ul style="list-style-type: none"> • Part 16 - Types of Contracts Acquisition.GOV

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Contract Types	Fixed Price, Cost Reimbursable, T&M / LH, or a hybrid combination allowed	
TO Min / Max Value	<ul style="list-style-type: none"> • Minimum value is the Simplified Acquisition Threshold • No maximum value 	
Classification	Up to Top Secret	
Period of Performance	Base Period: 11/15/2021- 11/14/2026 Option Period: 11/15/2026- 11/14/2031 Task orders may be awarded up to the final date (November 14, 2031) of the ten-year ordering period and may contain a base and option periods that allow for total task order duration of up to five years after the Master Contract's ten-year ordering period expires.	<ul style="list-style-type: none"> • See section F.3 of the Master Contract
Labor Categories	<ul style="list-style-type: none"> • 230 labor categories, each with four levels (junior, journeyman, senior, and SME), covering 800 SOC's • Specialized labor outside of defined ASTRO labor categories may be used at OCO's discretion • Service Contract Act (SCA) labor may be included, OCO's advised to consult GSA Legal Counsel in acquisition planning • CONUS or OCONUS locations 	<ul style="list-style-type: none"> • See section B.4.3 and J.1– ATTACHMENT A of the Master Contract
ASTRO Contracts and Prime Contractors		
Pools	10 functional areas, each an MA ID/IQ contract: <ul style="list-style-type: none"> • Data Operations (NAICS 541990) • Mission Operations (NAICS 541990) • Aviation (NAICS 488190) • Ground (NAICS 488999) • Space (NAICS 488190) • Maritime (NAICS 336611) • Development/Systems Integration (NAICS 541330) • Research (NAICS 541715) • Support (NAICS 541990) • Training (NAICS 611699) 	<ul style="list-style-type: none"> • Industry Partners on each Pool are found in the <i>Who is on ASTRO?</i> Section of the ASTRO Webpage
Small Business Subcontracting Plan	All other than small business ASTRO Prime Contractors have a small business subcontracting plan incorporated at the master contract level which includes Small Business, Small Disadvantaged Business, Women Owned Small Business, Veteran Owned Small Business, Service-Disabled Veteran Owned Small Business, and HUBZone goals.	<ul style="list-style-type: none"> • See section G.3.1.11 of the Master Contract
ASTRO Roles & Responsibilities		
ASTRO PMO	Residing within AAS Innovation, the ASTRO PMO: <ul style="list-style-type: none"> • Monitors and evaluates performance of contract holders against contract requirements 	See the ASTRO Webpage . See the ASTRO Contracts and Ordering Guide section

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	<ul style="list-style-type: none"> • Provides advice and guidance on all ASTRO procurement related matters • Conducts Training and issues DPA to OCOs • Conducts meetings with other ASTRO stakeholders as necessary 	
ASTRO PMO Points of Contact	<ul style="list-style-type: none"> • ASTRO PMO Mailbox • Clint McCoy, Program Manager • Valerie Bindel, Contracting Officer • Carley Graham, Contract Specialist • Brad DeMers, Senior Procurement Analyst 	<ul style="list-style-type: none"> • ASTRO@gsa.gov • clint.mccoy@gsa.gov • valerie.bindel@gsa.gov • carley.graham@gsa.gov • brad.demers@gsa.gov
Ordering Contracting Officer (OCO)	<ul style="list-style-type: none"> • Completed training and received DPA • Plans the acquisition, develops the solicitation, evaluates proposes, awards TOs • Administers TOs • Responsibilities as defined in the DPA 	Refer to the ASTRO Ordering Guide. See the ASTRO Contracts and Ordering Guide section on the ASTRO Webpage
Requiring Activity (RA)	<ul style="list-style-type: none"> • Define Task Order requirements, including SOW / PWS / SOO and budget • May assist the OCO with proposal evaluation and Task Order monitoring and appraisal • Provides funding 	Refer to the ASTRO Ordering Guide. See the ASTRO Contracts and Ordering Guide section on the ASTRO Webpage
Industry Partners (IP)	<ul style="list-style-type: none"> • Comply with all terms and conditions of the Master Contract(s) held • Participate, on a voluntary basis, in the ASTRO Special Interest Group (ASIG) and other training, industry days, etc. • Maintain accounts in the Symphony Portal 	GSA Interact - ASTRO Symphony Portal

The effective date of this Ordering Quick Reference Guide is 8/6/2024. All update requests should be sent to: Hannah Patrick (hpatrick@deloitte.com) and Juvy van Tuijl (juvy.z.vantuijl@leidos.com).