



Smart, Strategic, and Streamlined Human Capital Solutions

The Human Capital and Training Solutions Contracts

As part of its mission, OPM provides technical assistance to federal agencies to meet their most critical human capital challenges.

OPM's HR Solutions is dedicated to providing exceptional human resources products and services to meet the dynamic human capital and training needs of the federal government. HCIS, HR Solutions' premier assisted acquisition provider, can guide and assist agencies through every step of the procurement process. We are operated by federal employees, for federal employees.

The Human Capital and Training Solutions (HCaTS) Contracts help federal agencies procure customized, best-in-class human capital and training services. HCaTS is the first category management solution for human capital and training and is supported by the Category Management Leadership Council.

HCaTS Unrestricted and HCaTS Small Business Contracts meet your needs with comprehensive capabilities, flexibility, and variable or multiyear periods to align with your agency's mission. The contracts — developed in partnership with the General Services Administration (GSA) — allow your agency to consolidate and optimize spending for customized human capital consulting services.



HCaTS Contracts provide:

- **Innovative and customized solutions.** HCaTS Contracts align with your agency human capital plans connecting you to top resources — including more than 100 highly rated commercial partners, unique small businesses and OPM experts. Key service areas include human capital strategies, training and development, and organizational performance improvement.
- **Flexibility.** The OPM and GSA partnership offers the flexibility to leverage revolving funds, and uses all contract types available (fixed price, time and materials, labor hours, and cost reimbursement).
- **Value.** The quality of HCaTS services is based on the highly competitive, strategically-sourced process for vendor awards. With lower costs and labor fees, HCaTS maximizes your return on investment in human capital management and training services.
- **Measurable impact.** HCaTS Contracts include a strong emphasis on metrics, quality requirements, quality deliverables and sustainable outcomes.
- **Category management.** HCaTS Contracts are part of a strategic, government-wide strategy to optimize spending in human capital management.
- **Choice.** A complete list of HCaTS partners is available at www.gsa.gov/portal/content/124018.

Accessing HCaTS

HCaTS Direct: After your Contracting Officer attends mandatory training, GSA will issue a Delegation of Procurement Authority to the ordering contracting officer, who can then award a task order through the contracts. OPM is available to provide complimentary scope advisory reviews for customer agencies.

HCaTS Assisted Services: OPM — supported by GSA's contracting expertise — performs the acquisition on your behalf and provides pre- and post-award support.

To learn more or get started, call an HCaTS team lead at 202.606.1501, or 202.606-0482. Or write us at HCIS@opm.gov. Visit us on the web at www.opm.gov/HCIS.