

## **Federal Asian Pacific American Council (FAPAC)**

### **I. CONTRACTING ACTIVITY**

Washington Headquarters Services  
Acquisition Directorate  
1155 Defense Pentagon  
Washington DC 20301-1155

### **II. REQUIRING ACTIVITY**

Office of Diversity Management and Equal Opportunity  
Under Secretary of Defense  
4000 Defense Pentagon  
Room 5D641  
Washington, DC 20301-4000

### **III. DESCRIPTION OF ACTION**

The Washington Headquarters Services Acquisition Directorate, on behalf of the Office of Diversity Management and Equal Opportunity, requests a justification and approval for other than full and open competition to award a firm fixed price contract on a non-competitive basis to the FAPAC. The dollar value for this requirement is \$10,000.00.

The purpose of this contract is to conduct public outreach and sustain a long-term viable connection between the Office of Diversity Management and Equal Opportunity (ODMEO) and FAPAC via the 2014 FAPAC Conference for a total of \$10,000.00. This engagement supports the Personnel and Readiness (P&R) and ODMEO mission to strategically advance diversity in the Department Total Force through the DoD Diversity and Inclusion Strategic Plan 2012-2017 while also supporting presidential mandates towards increasing government-wide initiatives to promote diversity and inclusion in the Federal workforce.

Return on investment for DoD will focus on supporting the strategic goals within the DoD Diversity and Inclusion Strategic Plan as well as requirements of presidential mandates to increase diversity and inclusion in the Federal workforce by addressing underrepresentation of minorities and women in the DoD workforce, particularly those of Hispanic ethnicity. The FAPAC partnership provides direct access to a large contingent of two primary target markets of potential applicants and influencers which align to ODMEO strategic outreach efforts to identify, attract, and recruit from a broader talent pool.

#### **IV. DESCRIPTION OF SUPPLIES/SERVICES**

The Federal Asian Pacific American Council (FAPAC) is a nationally recognized organization that serves as a conduit through which the interests, issues and representation of Asian Pacific Americans in the Federal, State, County, City and District of Columbia governments are addressed.

FAPAC is a non-Federal professional organization and one of the five National Coalition for Equity in Public Service (NCEPS) organizations recognized by the Office of Personal Management (OPM), for career development and promoting equal opportunity for minorities in the public sector workplace.

The Department of Defense (DoD) is energetically pursuing diversity through a magnitude of contemporary challenges and issues to achieving a high-performing, diverse workforce. The Office of Diversity Management and Equal Opportunity, (ODMEO) requests the support of FAPAC to contribute to increasing the full representation of women, minorities and individuals with disabilities within the Department of Defense.

**Description of the Work.** This contract is a means for DoD to increase its minority outreach efforts through visibility within communities that support the sustainment, development and advancement of minorities and women in related federal government programs and opportunities. DoD's engagement will be maximized through a partnership with FAPAC will include benefits such as those listed below:

FAPAC will provide the following deliverables during 2014 Conference:

##### **Advertising Engagement**

- DoD advertisement in marketing materials
- DoD recognition as a key sponsor during all events with logo placement on career development, college fair, and event related materials, to include e-mail and internet materials.
- Exhibit booth space for information about DoD education and career opportunities, and to distribute recruiting materials
- Distribution of information regarding DoD education, internships, and career opportunities during FAPAC event

##### **Strategic Engagement**

- Opportunity to keynote the FAPAC Military Awards Luncheon
- Participation/remarks from DoD leaders at all events, as agreed and appropriate
- Recognition of key DoD leaders during the military awards luncheon
- VIP attendance at all FAPAC events
- Speaking and other key support roles for DoD at FAPAC event

#### Access Engagement

- Access to primary target markets of potential applicants and influencers for the purpose of 1) strategic engagement to identify, attract, and recruit from a broad talent pool and; 2) career development and mentoring to retain top minority talent from across the Total Force
- Access to middle, high school and college students and influencers participating in FAPAC events
- Access to FAPAC and all partner organizations at conferences and related meetings, events, etc., hosted by FAPAC
- Complimentary DoD tables for military services at the FAPAC awards luncheon and ceremonies

The Department of Defense will provide the following deliverables to FAPAC:

- \$10,000.00 contract
- Exhibit booth content
- DoD logo/seal for promotional material
- DoD speaker to speak during FAPAC event

#### FAPAC FISCAL OFFICE CONTACT INFORMATION:

FAPAC Tax ID Number: 52-1860543  
CCR: CCR # S5S7RG; Dunn # 611284043, Cage Number: 1Y7D9  
EIN: #52-073437  
EFT: HUD Credit Union, Routing # 254074730, Acct# 2893630

POC: Dr. Kin Wong  
Phone: 202-366-0626

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Group Mailing Address: FAPAC, P. O. Box 23184, Washington, D.C. 20026-3184

**Period of Performance:** From date of award through May 9, 2014.