



**DEPARTMENT OF THE ARMY**  
OFFICE OF THE DEPUTY UNDER SECRETARY OF THE ARMY  
101 ARMY PENTAGON  
WASHINGTON DC 20310-0101

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Use of the Army Computer Hardware Enterprise Software and Solutions (CHES) Contract Vehicles to Purchase Commercial Information Technology (IT) Services

1. References:

- a. National Defense Strategy of the United States of America, 2018.
- b. Memorandum, HQDA (Under Secretary of the Army), 8 April 2019, subject: Directive for Implementation of Category Management.
- c. Army Federal Acquisition Regulation Supplement (AFARS), Part 5139, 12 August 2020.
- d. Army Regulation (AR) 25-1, Army Information Technology, 15 July 2019.
- e. Department of the Army Pamphlet 25-1-1, Army Information Technology Implementation Instructions, 15 July 2019.
- f. Memorandum, HQDA (Deputy Under Secretary of the Army), 6 February 2020, subject: Category Management (CM) Implementation and Execution.

2. To support the National Defense Strategy objective to reform the Department of Defense for greater performance and affordability, the Army must make data-driven decisions to realize savings. Analysis indicates that the Army CHES contract vehicles offer higher qualified labor categories at significantly better labor rates for commercial IT services when compared to other similar strategic contract vehicles. The use of CHES contract vehicles for commercial IT services will provide Army customers with a one-stop shop for IT purchases and will result in significant savings.

3. Effective immediately, the Army's CHES program is the mandatory source for the purchase of commercial IT services. Purchasers of commercial IT services must satisfy their requirements by utilizing the CHES contracts first, regardless of dollar value or appropriation. Any purchase for commercial IT services made outside of the CHES contracts requires a CHES Statement of Non-Availability (SONA) and a waiver from the IT Approval System (ITAS).

4. When procuring IT services, contracting personnel must consider setting aside requirements for small businesses and other small business categories in accordance

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with the Federal Acquisition Regulation (FAR) 13.003(b)(1) and FAR subpart 19.5. Purchasers of commercial IT services that meet the requirement for small business set-asides should use the small business/socioeconomic set-aside functions within the CHES request for proposal (RFP) tool. If no small business within the CHES contracts can satisfy the requirement, a CHES SONA will be issued.

5. This directive applies to the Regular Army, the Army National Guard / Army National Guard of the United States, and the U.S. Army Reserve.

6. The Deputy Assistant Secretary of the Army (Procurement) (DASA(P)) is the proponent for this policy and will incorporate the relevant provisions of this directive into AFARS Part 5139. The Army Office of the Chief Information Officer will incorporate the relevant provisions of this directive into Army Regulation (AR) 25-1.

7. This directive remains in effect until the next revisions of AFARS Part 5139 and AR 25-1.

8. The point of contact for this action is Dr. Beth M. Rairigh at (301) 833-2066 or [beth.m.rairigh.civ@mail.mil](mailto:beth.m.rairigh.civ@mail.mil).



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