

United States Army  
Training and Doctrine Command

Industry Guide/  
Listing of  
Contracting Offices

Small and Disadvantaged Business Utilization  
ATCS-B

Bldg. 105, Room 104  
Fort Monroe, Virginia 23651-5000  
757-788-3291 FAX 757-788-2496  
[www-tradoc.army.mil/sadbu](http://www-tradoc.army.mil/sadbu)

## FORWARD

### PURPOSE

This information has been assembled as a guide for businesses interested in furnishing supplies and services to contracting offices within the U.S. Army Training and Doctrine Command (TRADOC).

### SMALL BUSINESS SPECIALIST

The Associate Director, TRADOC Small Business is located at HQ TRADOC, Fort Monroe, VA 23651-5000, (757) 788-3291. A Small Business Specialist (SBS) is located at each TRADOC contracting office/activity. These individuals are available to provide information and assistance to business firms relative to the Small Business Programs.

### ACQUISITION PRACTICES

The installation contracting offices purchase those goods and services needed in support of their own installation and assigned activities. The TRADOC Acquisition Center purchases mission oriented goods and services.

Installation contracting offices under the U.S. Army Training and Doctrine Command buy individually the types of supplies, equipment, and services required for their daily operations. Some of these are:

- Automotive: Spare parts; tools; engine repairs and body work; tires and tubes; batteries; generators; starters.
- Housekeeping: Food, beverage, and other commissary type supplies; kitchen utensils and appliances; petroleum products; office supplies and equipment; miscellaneous chemicals and fertilizers; and cleaning and sanitation equipment and supplies.
- Electrical: Telephone and telegraph equipment and supplies (adapters, amplifiers, batteries); inter-communications equipment and supplies (tape, turntables, microphones); television equipment (tubes, condensers); and electrical fixtures.
- Hardware: Hand tools, nails, screws, bolts, fence, rope, chain, and cable; paint and varnish; lumber; miscellaneous plumbing; refrigeration, air conditioning and heating materials and supplies; and construction and building materials and supplies.

Services: Aircraft, automotive, and industrial machinery maintenance and repair; installation of equipment, KP and mess attendant services; refuse collection; landscaping; grass mowing; remains and/or funeral services; packing and crating of household goods; vehicles rental; laundry, dry cleaning and alterations of uniforms; office machine repair and rentals; and education and training services.

Miscellaneous: Components, parts, spares, and supplies for various types of industrial, trade and construction machinery, and laboratory, medical and photographic equipment; musical instruments; and recreational, ecclesiastical, and athletic equipment and supplies.

Construction: Building maintenance and repair; painting; and paving. Architect-Engineering services are procured through the U.S. Army Corps of Engineers.

#### MISSION REQUIREMENTS

Mission requirements are normally purchased by the TRADOC Acquisition Center. The SBS should be contacted for specific acquisitions in process and for an overview of their potential requirements. The types of requirements involved are: studies analysis, ADP hardware and software, design and development of TEC Lessons, development of courses and subcourses, personal services for scriptwriters and narrators, development of video disc courseware, and data collection.

Note: Many supplies and services may be acquired by the contracting offices from mandatory GSA Stores, Depots, Federal Supply Schedules, Prison made products, etc.

U.S. ARMY TRAINING AND DOCTRINE COMMAND

SMALL BUSINESS SPECIALISTS (SBS)

Correspondence or Solicitation Mailing List Applications, SF 129, should be addressed directly to the SBS at the appropriate Contracting Office/Activity.

Directorate of Contracting  
U.S. Army Infantry Center  
and Fort Benning  
ATTN: ATZB-KT,  
Meloy Hall, Bldg 6, Room 207  
Fort Benning, GA 31905-5179

(706) 545-2408  
Fax (706) 545-7825

Directorate of Contracting  
U.S. Army Air Defense Artillery  
Center and Fort Bliss  
ATTN: ATZC-DOC  
1733 Pleasonton Rd  
Fort Bliss, TX 79906-6816

(915) 568-5150/1105  
Fax (915) 568-5643

Directorate of Contracting  
Carlisle Barracks  
ATTN: ATZE-DOC-C, Bldg 46  
314 Lovell Ave., Suite 1  
Carlisle Barracks, PA 17013-5072

(717) 245-3953  
Fax (717) 245-3053

Directorate of Peninsula Contracting  
- Eustis  
ATTN: ATZF-DPC, Bldg 2746  
Harrison Loop  
Fort Eustis, VA 23604-5292

(757) 878-3100  
Fax (757) 878-2904

Directorate of Contracting  
U.S. Army Signal Center  
and Fort Gordon  
ATTN: ATZH-CT, Bldg 2102  
Fort Gordon, GA 30905-5110

(706) 791-1817  
Fax (706) 791-8651/3896

Directorate of Contracting  
U.S. Army Intelligence Center  
and Fort Huachuca  
ATTN: ATZS-DKB, P.O. Box 12748  
Fort Huachuca, AZ 85670-2748

(520) 533-3001  
Fax (520) 538-0395

Directorate of Contracting  
U.S. Army Training Center  
and Fort Jackson  
ATTN: ATZJ-DOC  
Bldg 4340 Magruder St.  
Fort Jackson, SC 29207-5491

(803) 751-4343  
Fax (803) 751-5429

Directorate of Contracting  
U.S. Army Armor Center  
and Ft Knox, ATTN: ATZK-DC  
Vine St., Bldg 4022  
Fort Knox, KY 40121-5000

(502) 624-8046  
Fax (502) 624-7165

Directorate of Contracting  
U.S. Army Combined Arms Center  
and Fort Leavenworth  
ATTN: ATZL-GCC, 600 Thomas Ave  
Bldg 198, Rm 303  
Fort Leavenworth, KS 66027-1389

(913) 684-1626  
Fax (913) 684-1610

Directorate of Contracting  
U.S. Army Combined Arms Support  
Command and Fort Lee (PROV)  
ATTN: ATZM-DC  
1830 Quartermaster Rd  
Fort Lee, VA 23801-1606

(804) 734-4617  
Fax (804) 734-4633

Directorate of Contracting  
Fort Monroe  
ATTN: ATZG-C  
Fort Monroe, VA 23651-5000

Refer to Fort Eustis

Directorate of Contracting  
U.S. Army Aviation Center  
and Fort Rucker  
ATTN: ATZQ-C,  
Headquarters Place, Bldg 116  
Fort Rucker, AL 36362-5000.

(334) 255-3033  
Fax (334) 255-1231

Directorate of Contracting  
U.S. Army Field Artillery Center  
and Fort Sill  
ATTN: ATZR-Q, P.O. Box 3501  
1803 Macomb Rd, Bldg 1803  
Fort Sill, OK 73503-0501

(580) 442-6561  
Fax (580) 442-3819

Director  
TRADOC Acquisition Center  
ATTN: ATAC, Bldg 2798  
Fort Eustis, VA 23604-5538

(757) 878-3034, Ext 282  
Fax (757) 878-4284

Directorate of Contracting  
U.S. Army Maneuver Support Center  
and Fort Leonard Wood,  
ATTN: ATZT-DOC, P.O. Box 140  
Bldg 606, Iowa Ave  
Fort Leonard Wood, MO 65473-0140

(573) 596-0264  
Fax (573) 596-0267

Director  
TRADOC Acquisition Center-  
Leavenworth, ATTN: ATBO-AL, Bldg 198  
Rm 303, 600 Thomas St.  
Fort Leavenworth, KS 66027-1386

(913) 684-2971  
Fax (913) 684-3858

Director of Purchasing  
and Contract Office  
ATTN: ATZR-ZQ  
Building 1390  
Fort Chaffee, AR 72905-5000

Refer to Fort Sill.

Directorate of Contracting  
DLIFLC and POM  
ATTN: ATZP-DOC,  
Bldg 276, Rm 12, 1342 Plummer St  
Presidio of Monterey, CA 93944-5006

(831) 242-6581  
Fax (831) 242-6591