**Process to Hand Deliver submissions to BAA 20S3061**

 If you are making a submission to FY2021 Classified BAA 20S3061, your submission is due at CTTSO NLT close of business on 19 June, as previously noted in the BAA Package you received.

Since we are back at work on a limited basis, we are available to personally receive your submission NLT 1500 on 19 June at the CTTSO office, 4800 Mark Center Drive, Alexandria, VA 22311.

IF YOU CHOOSE THIS OPTION, PLEASE

1. Coordinate pickup with CTTSO Security (cttsosecurity@cttso.gov); Security will not be available if not coordinated ahead of time;

2. Post this hand delivery action on the BIDS page along with your placeholder submission; (if you have questions, BIDShelp@cttso.gov);

3. Remember to follow ALL pertinent security regulations to include courier cards.

YOU ARE NOT REQUIRED TO DELIVER YOUR SUBMISSION TO THE CTTSO OFFICE; THIS IS AN ALTERNATIVE OPTION FOR COMPANIES WISHING TO HAND DELIVER THEIR SUBMISSION.

Please direct any further questions to BIDShelp@cttso.gov or cttsosecurity@cttso.gov