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Report to the Ranking Minority Member, Committee on Governmental Affairs, U.S. Senate

March 1995

INFORMATION TECHNOLOGY

A Statistical Study of Acquisition Time

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Accounting and Information
Management Division

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March 13, 1995

The Honorable John Glenn
Ranking Minority Member
Committee on Governmental Affairs
United States Senate

Dear Senator Glenn:

At your request, we examined federal information technology (IT) acquisitions to determine how various factors, such as procurement dollar size, contract type, and bid protests, affect the length of time to award a contract. While considerable anecdotal data exist on how long the procurement process takes, very little validated and projectable data have been available on a governmentwide basis.

To develop such data, we drew a statistically valid sample of all contract award notices published over a 2-year period in the Commerce Business Daily and sent detailed questionnaires to the relevant contracting officers. We received an 81 percent response rate, which represents 2,720 contracts worth almost $16 billion, and stratified the sample by the six agencies with the most contract award notices and by four different dollar ranges—$25,000 to $250,000, $250,000 to $2.5 million, $2.5 million to $25 million, and $25 million and more. We used the data obtained to answer frequently asked questions about IT acquisitions. Details of our objectives, scope, and methodology are contained in appendix I. Statistics for individual agencies are presented in appendix II, and our questionnaire is reprinted in appendix III.

The federal government spends at least $25 billion annually on IT. As documented in numerous GAO reports, the government often receives too little in improved service, increased efficiency, or lower costs as a result of this investment. While the acquisition process is the focus of much of the concern and frustration with government's poor return, this lack of success stems from several factors, including (1) ineffective management practices for proposing, selecting, and controlling technology investments, (2) not defining expected outcomes in terms of quality, delivery, and cost, and (3) poorly managing the acquisition process.

This report addresses factors affecting the third problem area—the IT acquisition process. It provides insights to those interested in this process by comparing key variables that affect the length of the process for the

four discrete dollar value ranges and identifying issues requiring further study and analysis. However, care must be taken to ensure that the information provided here is not taken out of context. While this information can be useful in identifying and correcting problems specifically related to IT acquisition, it should be clearly understood that other factors, such as those mentioned above, will also affect how well agencies implement and use IT.

As such, effectively implementing and using technology is a much broader issue than just the acquisition process. Our recent report on improving agency performance through the effective use of IT demonstrated that successful organizations generally adopt a series of critical management practices to help improve mission performance.[1] We identified 11 of these critical practices, including making a top-level commitment to effectively using IT; establishing direct relationships among the planning, budgeting, and evaluation processes; upgrading skill and knowledge levels; focusing on process improvement; and managing information projects as investments. A critical point that was emphasized throughout the report was that these practices need to be deployed collectively. Improving the IT acquisition process is only one step toward the larger goal of improving the management of IT and ensuring that the full potential of these investments is realized.

Results in Brief

The time taken to complete an IT acquisition varies according to a number of key factors such as dollar value, procurement type, whether a bid protest was filed, and whether the acquisition went through the General Services Administration (GSA) approval process. The following information reflects how these factors affected the time to complete IT acquisitions in our sample.

- Contracts under $250,000 took an average of 158 days to award, while contracts $25 million and more took 669 days to award.
- Most procurements were awarded either as sole source or full and open competition contracts. As might be expected, sole source contracts were awarded faster. Also, the difference in time between the two methods increased dramatically as contract value increased. For example, sole source contracts worth less than $250,000 took 18 percent less time to award than comparably priced full and open competition contracts. Sole

[1]Executive Guide: Improving Mission Performance Through Strategic Information Management and Technology (GAO/AIMD-94-115, May 1994).

source contracts for $25 million and more took 58 percent less time to award than similar full and open contracts.

- Protested contracts took longer to award than nonprotested contracts in every dollar strata. Small and large dollar protested contracts (in the dollar ranges under $250,000 and those $25 million and more) took about 30 percent and 40 percent longer, respectively, than similar contracts without bid protests. Furthermore, large dollar contracts are much more likely to be protested. For example, while 44 percent of contracts $25 million and more were protested, only 3 percent of the small dollar contracts were protested. In addition to the time taken to resolve the protests, other factors, such as competition type and evaluation method, can also increase the contract award time.
- Large contracts ($25 million and over) that had a Warner amendment exemption from the Brooks act took about 24 percent less time to award than those covered by the Brooks Act.[2] There was no difference in time in contracts under $250,000, while contracts from $250,000 to $2.5 million were awarded in 32 percent less time and contracts from $2.5 million to $25 million were awarded in 13 percent less time. About half of all Department of Defense IT contracts were awarded under the Warner exemption.

Background

The IT acquisition process extends from the initial determination of needs to the final implementation of the acquired product. This report addresses three IT acquisition stages—presolicitation, solicitation, and source selection. During the presolicitation phase, contracting personnel develop specifications, prepare the acquisition plan, and apply for and receive a delegation of procurement authority (DPA). In the solicitation phase, agencies prepare and release the solicitation, respond to vendor questions, and close the solicitation. During source selection, agencies evaluate the proposals, may negotiate with vendors, call for best and final offers, and award the contract.

Several laws and regulations, including the Brooks Act and the Warner Amendment, the Competition in Contracting Act (CICA), the Federal Acquisition Streamlining Act, the Federal Acquisition Regulation (FAR), and the Federal Information Resources Management Regulation (FIRMR), govern these three phases.

[2]Under Brooks Act authority, GSA reviews and approves an agency's IT procurement proposal by issuing a delegation of procurement authority. The Warner Amendment exempts certain Department of Defense contracts from this oversight requirement.

- The Brooks Act, 40 U.S.C. 759, gives GSA exclusive authority to procure IT and the power to delegate this authority by issuing a DPA to other federal agencies. GSA has given agencies a blanket delegation, usually $2.5 million, below which they can procure IT resources without requesting a specific DPA from GSA. GSA will raise or lower this blanket authority based on an agency's history of acquiring IT. For any acquisition above the blanket delegation, agencies must obtain a DPA by submitting an agency procurement request (APR) to GSA.

  The Warner Amendment, 40 U.S.C. Section 759(a)(3)(C), exempts certain Defense IT procurements from the Brooks Act, and thus from the requirement to obtain procurement authority from GSA. These exempted procurements include those that support mission-critical, command and control, and intelligence activities.

- CICA, Public Law 98-369, establishes a policy of full and open competition for all federal procurements. The act requires that contracts with limited competition be formally justified. Such contracts are often awarded as sole source, compatibility limited, or limited to specific make and model.

  CICA also sets forth mechanisms for vendors to protest the government's procurement actions. Through CICA, protests may be made to the agency, GSA's Board of Contract Appeals (GSBCA) for IT resources, the General Accounting Office (GAO), the U.S. District Courts, or the U.S. Court of Federal Claims. Questions or objections having to do with certain small business or labor matters are reviewed by the Small Business Administration or the Department of Labor.

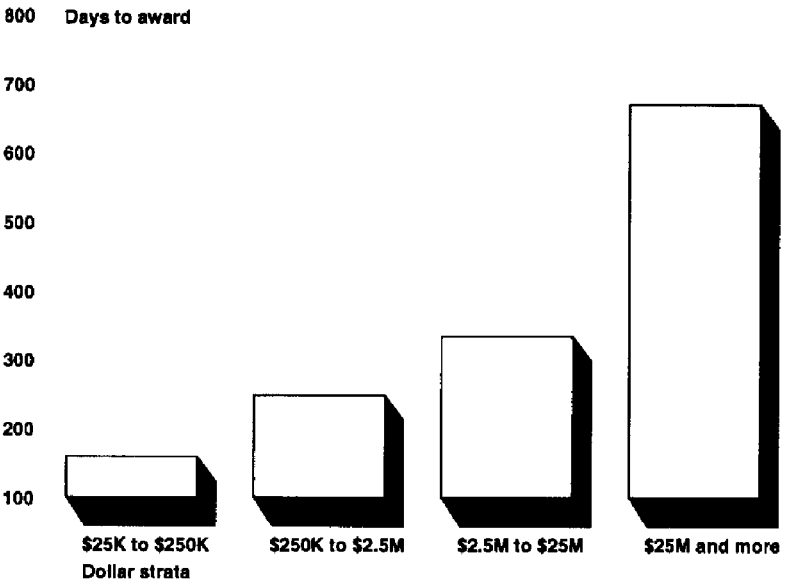
- The Federal Acquisition Streamlining Act, Public Law 103-355, was passed in 1994 to streamline the way the government buys goods and services, including IT. Among its provisions, the act authorized the simplified acquisition threshold at $100,000, established pilot programs to test alternative and innovative procurement techniques, promoted electronic commerce, encouraged the use of off-the-shelf purchases, and required contracting personnel to conduct more extensive debriefings to losing offerors. The executive branch is currently developing regulations to implement the act.
- The FAR is the body of procurement regulations that all executive agencies must follow when acquiring different types of supplies and services, including IT. The FIRMR, used in conjunction with the FAR, applies specifically to the acquisition, management, and use of IT resources.

The following questions and answers provide information on the average time taken to complete the various steps in the IT acquisition process, as well as on other related factors.

How Long Does It Take to Award Different Dollar Value IT Contracts?

The average time to award IT contracts increases as the size of the contract increases. In our sample of four dollar thresholds, contract award time frames ranged from 158 to 669 days, as shown in figure 1 below.

Figure 1: Contract Award Time—Days to Award by Dollar Strata



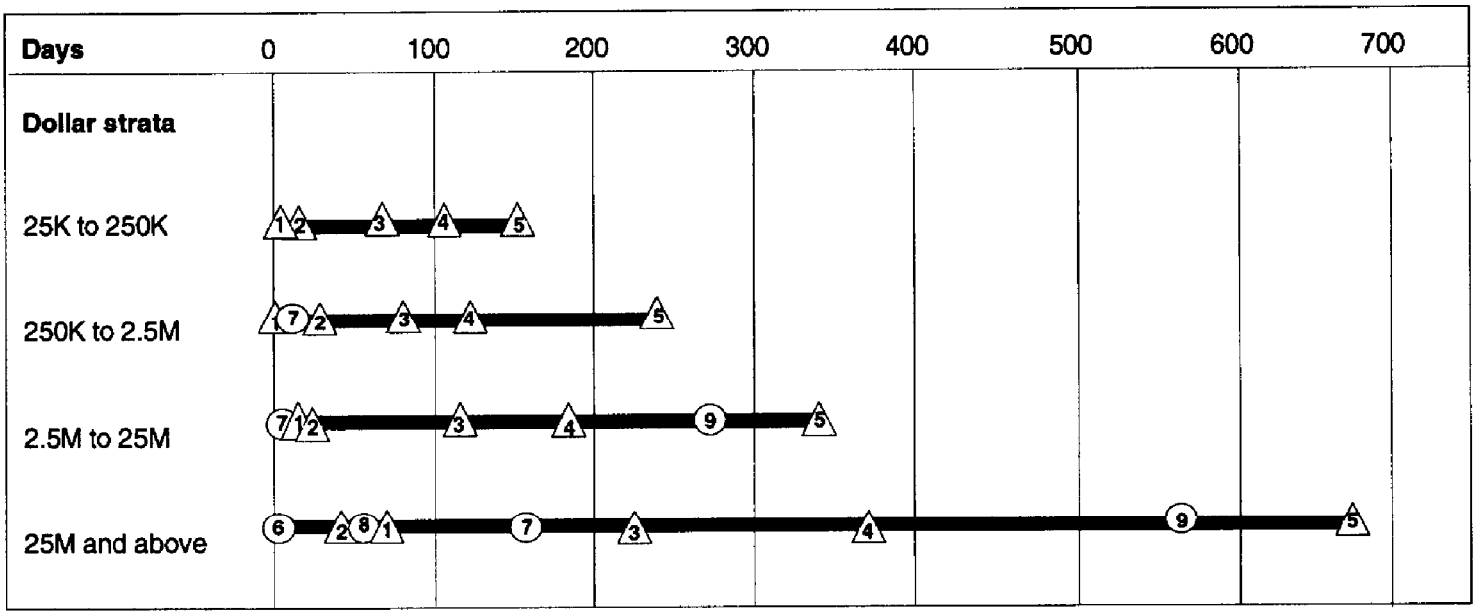
What Acquisition Steps Are Involved and Did Any One Consistently Take the Most Time?

Contracts under $250,000 generally went through five basic steps: purchase requisition, presolicitation notice, release of the solicitation, closing of the solicitation, and contract award. For those between $250,000 and $25 million, one or two additional steps—the acquisition plan and best and final offer—were sometimes added. Those that were $25 million and above generally had the first five steps plus four additional steps: the APR, DPA, acquisition plan, and best and final offer.

No one step consistently took the most time. The acquisition steps that took the longest also varied by dollar strata. Specifically, contracts from $25,000 to $250,000 and $2.5 million to $25 million took the longest average time from the presolicitation notice to the release of the solicitation (57 days (36 percent) and 98 days (29 percent), respectively). Procurements of $25 million and above took comparatively more time from the solicitation closing to receipt of the best and final offers (186 days or 28 percent). This latter period would generally include the time required to evaluate proposals and conduct discussions in these more complex procurements.

Figure 2 provides details on the average time taken in awarding IT contracts for the four dollar strata.

Figure 2: Procurement Profile—Steps and Times by Dollar Strata



1 Purchase requisition
2 Presolicitation notice
3 Release the solicitation
4 Close the solicitation
5 Contract award
6 Agency procurement request
7 Acquisition plan
8 Delegation of procurement authority
9 Best and final offer

△ indicates steps in all procurements
○ indicates steps in some procurements

Note: The steps in each profile were included if they occurred in 50 percent or more of the contracts in that particular dollar strata.

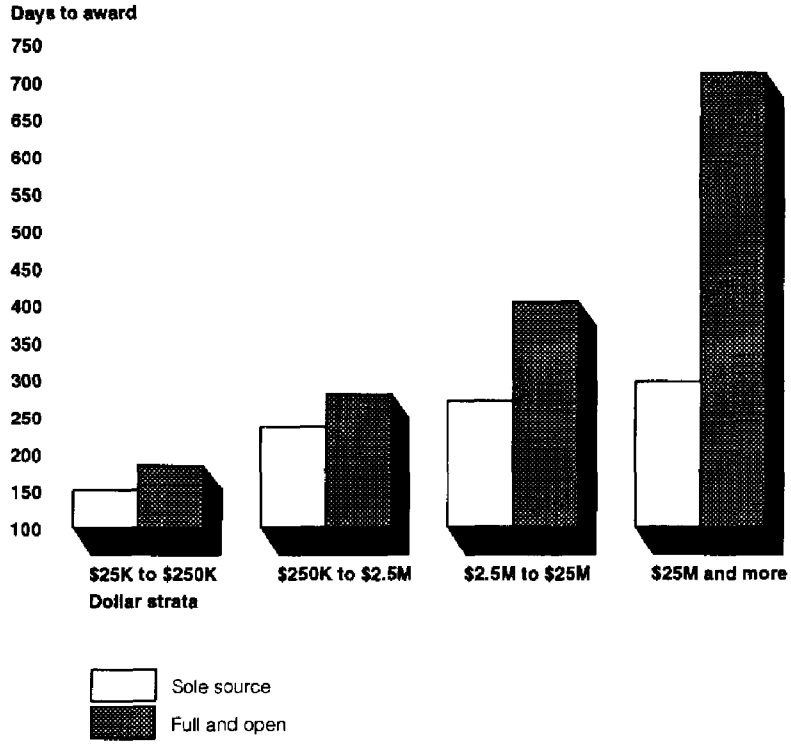
What Are the Two Most Common Types of Procurements and How Long Does It Take to Award Them?

As noted earlier, CICA establishes a policy of full and open competition for all procurements unless an exception is specifically justified. In our sample, the two most common types of procurements were (1) sole source and (2) full and open competition. These two types made up 81 percent of the total number of contracts awarded and accounted for 83 percent of the total value of contracts in our sample.[3]

Sole source contracts from $25,000 to $250,000 averaged 150 days to award, while such contracts of $25 million and more took an average of 295 days. Fully competitive contracts in the lowest dollar strata averaged 184 days, and it took an average of 708 days to award them in the highest dollar strata. Figure 3 lists the time frames for both types of contracts by dollar strata.

[3]The other types of procurements used in the remaining 19 percent included procurements under section 8(a) of the Small Business Act, small business set-asides, compatibility limited, and specific make and model.

Figure 3: Types of Competition—Days to Award Contracts by Dollar Strata



Are the Number of Contracts and Total Dollar Value Consistent Across All Dollar Strata?

No. The smallest dollar strata had the largest number of contracts and the highest strata contained the most contract dollars. Table 1 shows the number of contracts and total dollars across each of the four dollar strata.

Table 1: Contracts and Dollars by Dollar Strata

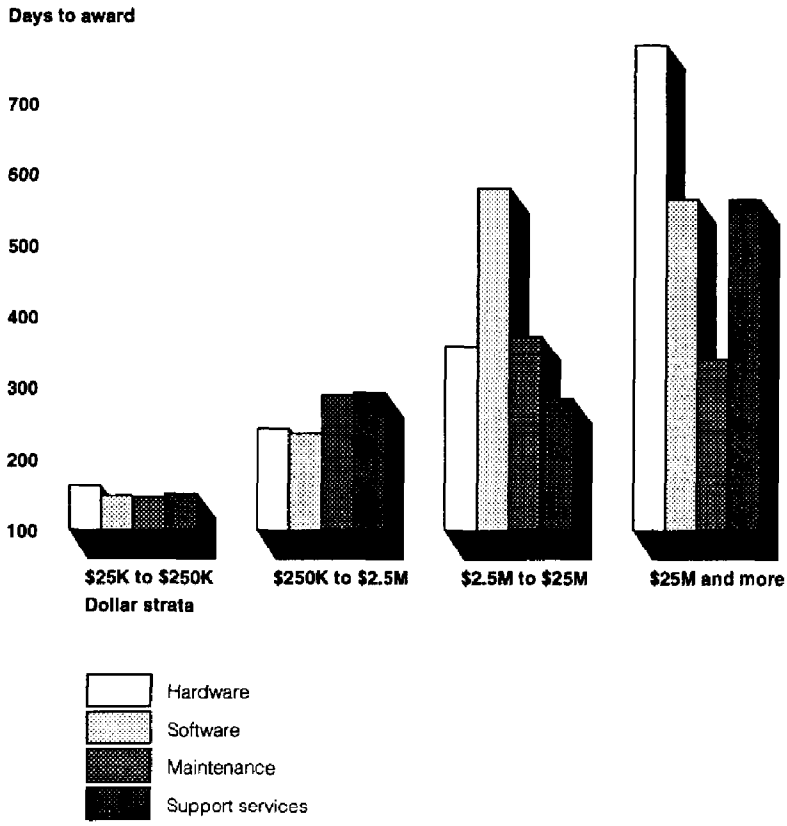
	$25K to $250K	$250K to $2.5M	$2.5M to $25M	$25M and more
Percent of Total Contracts	70	21	7	2
Percent of Total Dollars	1	3	10	86

What Major IT Resources Are Being Acquired and Are There Any Differences in the Time Taken to Acquire Them?

Hardware, software, maintenance, and support services are the major types of IT resources being acquired. Although the four types of resources were acquired in about the same amount of time—5 and 8 months respectively for the two lowest dollar strata—some differences occurred at the two highest dollar strata.

As shown in figure 4 below, contracts from $2.5 million to $25 million, where software was the primary purchase, took 579 days compared to about 357 and 375 days, respectively, for contracts that were primarily hardware and maintenance, and 284 days for support services. For contracts $25 million and over, hardware took an average of 780 days compared to about 565 days for both software and support services, and 338 days for maintenance.

Figure 4: Types of IT Resources—Days to Award by Dollar Strata

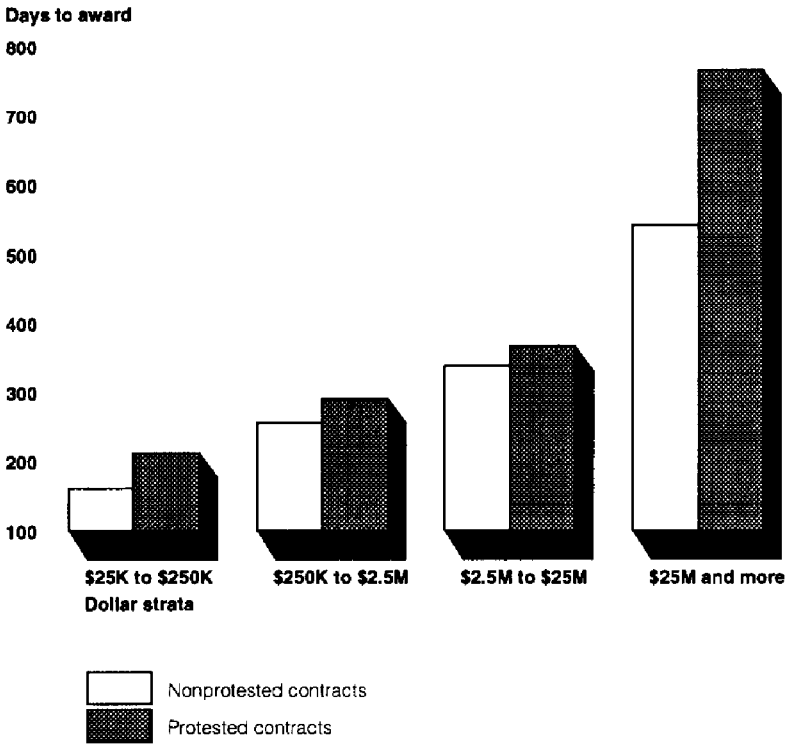


How Do Bid Protests Affect Contract Time?

Protested contracts took longer to award than nonprotested contracts in every dollar strata. The increased time was most significant in the lowest and highest dollar strata. Protested contracts from $25,000 to $250,000 took, on average, 50 days longer (31 percent) than nonprotested contracts, and protested contracts of $25 million and more took, on average, 222 days longer (41 percent) than nonprotested contracts.

Protested contracts took longer to award for a variety of reasons. In addition to the time taken to resolve the protests, other factors, such as competition type and evaluation method, can also increase the contract award time. As shown in figures 3 and 7, full and open contracts take longer to award than sole source contracts and best value contracts take longer to award than lowest cost contracts. Of the protested contracts that were $25 million and more, 85 percent were full and open and none were sole source. Also, almost 70 percent of those protested contracts used the best value evaluation method. Furthermore, large dollar contracts are much more likely to be protested. For example, while 44 percent of contracts $25 million and more were protested, only 3 percent of the small dollar contracts were protested. Figure 5 shows the differences in days to award protested and nonprotested contracts.

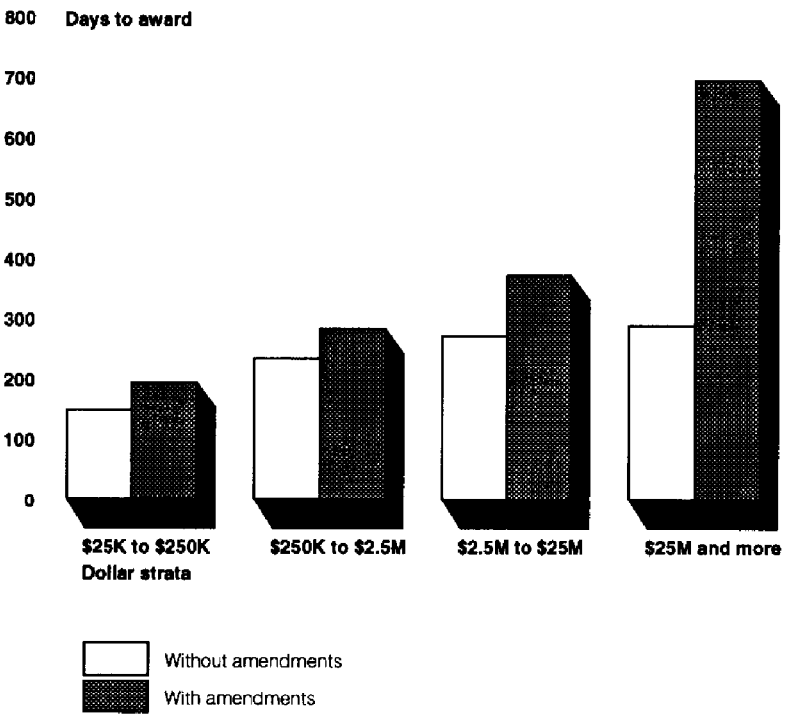
Figure 5: Protests—Days to Award Nonprotested and Protested Contracts by Dollar Strata



How Long Does It Take to Award Contracts That Have Amended Solicitations?

Contracting officers issue amendments to add, change, or clarify some aspect of the contract solicitation including the requirements, evaluation criteria, or closing date. For all dollar strata, contracts that had amended solicitations took longer to award than contracts without amended solicitations—ranging from an average of 45 days longer at the smallest dollar strata to 406 days longer at the largest dollar strata. Figure 6 shows the average days to award contracts with amended and unamended solicitations for each dollar strata.

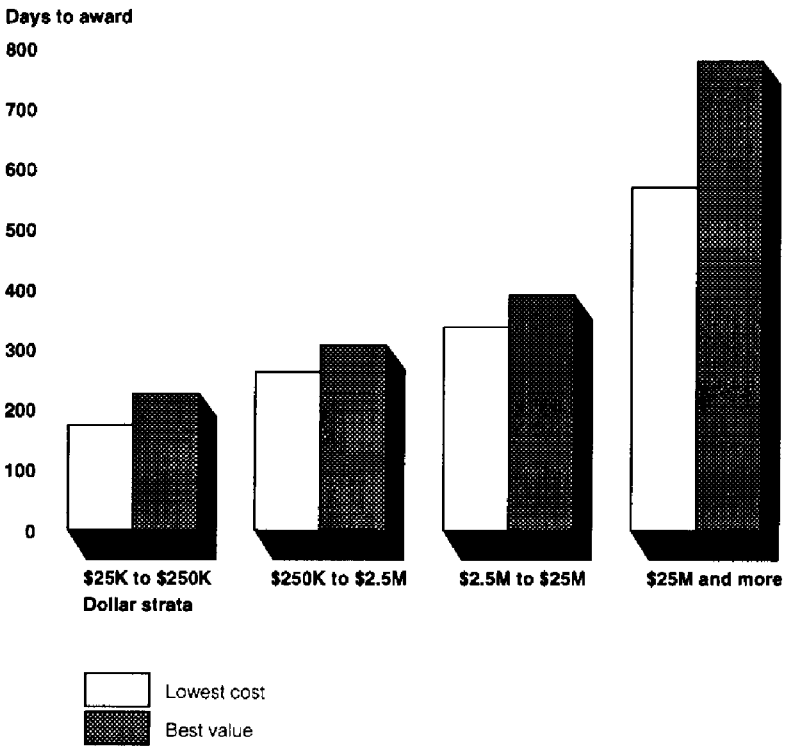
Figure 6: Unamended and Amended Solicitations—Days to Award by Dollar Strata



How Long Does It Take to Award Lowest Cost and Best Value Procurements?

Lowest cost contracts are awarded to the offeror with the lowest-priced technically acceptable proposal. In best value contracts, the government may consider other factors, such as technical merit, along with cost in making the award. The time to award both lowest cost and best value contracts increased with the size of the dollar strata. Lowest cost contracts from $25,000 to $250,000 averaged 173 days to award, and such contracts $25 million and more took an average of 567 days. Best value contracts from $25,000 to $250,000 averaged 226 days compared to 777 days for contracts that were $25 million and more. Figure 7 shows how long it takes to award both types of contracts in each of the four dollar strata.

Figure 7: Lowest Cost and Best Value Contract—Days to Award by Dollar Strata

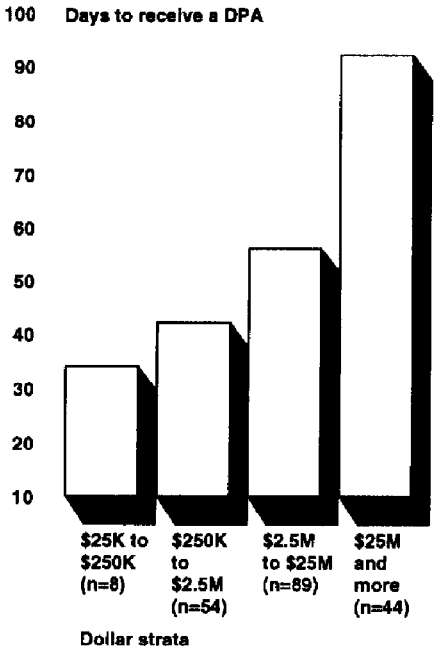


How Long Does the DPA Process Take?

The average time to receive a DPA increased as the amount of the contract increased. It took agencies about 30 to 40 days to receive DPAs for contracts under $2.5 million and 60 to 90 days for contracts $2.5 million and more.

We calculated the time to receive a DPA from the day the agency's contracting office approves the APR to the day GSA issues the DPA. (For some agencies, this period includes the time to send the APR from the bureau through the department level before sending it to GSA. We included this period because the contracting office must wait for GSA approval before proceeding with the contract.) GSA calculates the time to issue a DPA from the time it determines that an agency's APR is acceptable for review until it issues the DPA. Under this method, GSA's records show that GSA issued DPAs in an average of 13 days. Figure 8 provides our data showing how many days it takes agencies to receive DPAs by dollar strata.

Figure 8: GSA's DPA Process—Days to Receive a DPA by Dollar Strata



Note: n equals the number of contracts that received a DPA from GSA.

Do Warner Amendment Contracts Take Less Time Than Brooks Act Contracts and How Frequently Does DOD Use Them?

Small dollar Warner Amendment contracts showed no appreciable time savings over Brooks Act contracts. However, large dollar Warner Amendment contracts were awarded an average of 6 months faster than Brooks Act contracts. DOD used the Warner exemption from the Brooks Act in over half of its IT procurements, which accounted for 26 percent of the total dollar value of its contracts.[4] Table 5 lists the percent of contracts using the Warner exemption and the amount of time required to award DOD contracts.

Table 2: DOD Brooks Act and Warner Exempt Contracts—Percent of Contracts and Days to Award by Dollar Strata

	$25K to $250K (n=1304)	$250K to $2.5M (n=299)	$2.5M to $25M (n=77)	$25M and more (n=34)
Percent of DOD contracts that are Warner exempt	51	50	53	42
Days for DOD Brooks Act contracts	155	302	369	754
Days for DOD Warner exempt contracts	156	205	321	575

Note: n equals the number of DOD contracts in our sample by dollar strata.

How Will the Federal Acquisition Streamlining Act Affect IT Acquisitions, and Can Our Survey Data Be Used as a Baseline to Measure Related Progress?

While all aspects of the act will affect IT procurements, provisions that have the most potential for significantly expediting IT procurements include (1) establishing the simplified acquisition threshold at $100,000, (2) developing and implementing the Federal Acquisition Computer Network, which will provide a governmentwide electronic commerce capability, (3) revising requirements related to purchases of commercial products and services, and (4) requiring contracting officers to more extensively debrief losing offerors.

All four of these provisions can help reduce the time it takes to procure IT. Our data could be used as a baseline to measure improvements in this area. For example, our baseline data show that contracts in the increased threshold range for simplified acquisitions ($100,000) took 149 days to award. Also, once the acquisition computer network is in place, our data could be used as a baseline to measure related improvements at all dollar levels.

[4]For Warner Amendment statistics "DOD" consists of all Defense-related services and agencies including the Army, Navy, and the Air Force.

What Additional Research Is Suggested by Our Data?

As addressed below, our data identified several factors that may lengthen acquisition time. These factors warrant further study to determine if they can be streamlined or eliminated without compromising the acquisition, and if they can be applied across all government agencies.

- What processes lengthen the time for high-dollar acquisitions and can they be reduced or eliminated?
- Can any acquisition steps be eliminated without sacrificing quality or critical federal objectives such as preferential treatment for small and disadvantaged businesses?
- Of the four major IT resources—hardware, software, maintenance, and support services—why does it take so much longer to acquire software in the $2.5 million to $25 million strata and hardware in the $25 million or more strata?
- Is the additional time and cost taken to award best value contracts warranted? Do they provide commensurate benefits to the government?
- Does GSA's DPA process add value to procurements and do agencies receive the DPAs in a timely manner?
- Does the extra time taken to award Brooks Act contracts (those that are compared to Warner exempt) result in higher quality products and services?

We also grouped our data according to the six agencies that awarded the most IT contracts (see appendix III). This information can be further researched to determine if these agencies have unique processes and procedures that can be adopted by other agencies.

We discussed our methodology and the resulting individual agency statistics with agency officials from Army, Navy, Air Force, DOD, HHS, NASA, Treasury, and GSA. These officials agreed with our methodology and told us that the information contained in this report would be useful in helping them identify areas for further research and improvement.

As arranged with your office, we are sending copies of this report to the Chairmen of the Senate Committee on Governmental Affairs and that committee's Subcommittee on Oversight of Government Management, the Chairmen and Ranking Minority Members of the House Committee on Government Reform and Oversight, and the Chairmen and Ranking Minority Members of the Senate and House Committees on Appropriations; the Director of the Office of Management and Budget; the Administrators of the General Services Administration and the National

Aeronautics and Space Administration; the Secretaries of Defense, the Army, the Navy, the Air Force, Health and Human Services, and Treasury; and other interested parties. We will also make copies available to others upon request.

Should you have any questions about this report, please contact me at (202) 512-6413. Other major contributors are listed in appendix IV.

Sincerely yours,

Jack L. Brock, Jr.
Director, Information Resources Management/
National Security and International Affairs

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Abbreviations

APR	agency procurement request
CICA	Competition in Contracting Act
DPA	delegation of procurement authority
DOD	Department of Defense
FAR	Federal Acquisition Regulation
FIRMR	Federal Information Resources Management Regulation
GAO	General Accounting Office
GSA	General Services Administration
GSBCA	General Services Board of Contract Appeals
HHS	Health and Human Services
IT	information technology
NASA	National Aeronautics Space Administration
SBA	Small Business Administration

Objectives, Scope, and Methodology

As you requested, we compiled data about the federal IT procurement process. In this report, we agreed to provide statistical data about the IT procurement process, including information about the time taken (1) to acquire IT within various dollar strata, (2) to complete sole source and full and open procurements, and (3) by DOD to acquire Brooks Act and Warner exempt contracts. Our data were limited to statistical information about the IT procurement process. We made no attempt to determine the appropriate amount of time required to complete the procurement steps or identify problems that may have lengthened the procurement time, since these issues were beyond the scope of this report.

To obtain the IT procurement information, we developed and mailed questionnaires to the contracting personnel of 35 federal agencies. This mailing was based on a stratified random sample of IT contract award notices published in the Commerce Business Daily from January 1990 through September 1992—the most current data when we drew the sample. To ensure that we obtained factual data, we designed the questionnaire to require data from contract files and requested that the individual most familiar with the precontract award process, such as the procuring contracting officer, complete the questionnaire. The procurement process covered in our questionnaire began with the acquisition plan, purchase requisition, or presolicitation notice, whichever came first, and ended when the contract was awarded.

We stratified the sample to include the six agencies with the most contract award notices during our sampling period—Army, Navy, Air Force, the Department of Health and Human Services (HHS), the National Aeronautics Space Administration (NASA), and the Department of the Treasury. These agencies constituted 75 percent of the contracts in the total sample population. We also included the categories of other DOD agencies and all other civilian agencies.

We also stratified our sample by four dollar ranges: $25,000 to $250,000; $250,000 to $2,500,000; $2,500,000 to $25,000,000; and $25,000,000 and above. Unless noted otherwise, we presented the data as the arithmetic mean and the time as calendar days. To measure the time to conduct the acquisition process, we used the earliest point the contracting office was involved as the starting date and the date of contract award as the closing date. The data reflect discrete procurement events, such as receiving the purchase requisition or issuing the solicitation.

We received an 81 percent response rate, which consisted of 2,720 contracts worth almost $16 billion. The sample was conducted at the 95 percent confidence level, with a maximum precision of plus or minus 5 percent at the agency and dollar level. Non-IT procurements, modifications to existing contracts, duplicate submissions, and interagency agreements were excluded from the sample, and joint awards were consolidated and considered as one procurement.

To develop the questionnaire and identify pertinent procurement questions, we analyzed the GAO report Information Technology: A Model to Help Managers Decrease Acquisition Risks,[1] as well as government procurement regulations such as the Federal Acquisition Regulation and the Federal Information Resources Management Regulations. To ensure that information for the questionnaire was available, we tested a draft questionnaire at three agencies using agency contract files. In addition, contracting officers, officials from the Office of Management and Budget's Office of Information and Regulatory Affairs and Office of Federal Procurement Policy, and officials from GSA reviewed and commented on the questionnaire.

We conducted nine pretests at the Department of the Army, Defense Information Systems Agency, National Institutes of Health, Library of Congress, Internal Revenue Service, Army Corps of Engineers, Environmental Protection Agency, Department of the Navy, and Department of Agriculture to ensure that contract officers could understand and answer the questions and that the questions applied to all types of IT procurements. We used the pretest results to finalize our questionnaire.

We verified the data in five ways. First, we reviewed the returned questionnaires and called agency contract personnel in those instances where data in the questionnaire were not provided or the answers were unclear. Second, where the questionnaire data appeared on exception reports produced from the database, we examined the questionnaire and, if appropriate, called agency contract personnel to clarify. Third, we verified that an appropriate official had completed the questionnaire. Fourth, we verified 45 questionnaires selected by random sample by comparing the data given in the questionnaire with substantiating documents from the agency's contract file. The accuracy rate of this

[1]Information Technology: A Model to Help Managers Decrease Acquisition Risks, (GAO/IMTEC 8.1.6, August 1990).

verification was 96.4 percent. Fifth, we verified the protest decision data with attorneys from GAO and GSBCA.

We discussed our methodology and the resulting individual agency statistics with officials from each of the six stratified agencies, DOD, and GSA. These officials agreed with our methodology and told us that the information contained in this report would be useful in helping them identify areas for further research and improvement. We conducted our work from April 1993 through January 1995, in accordance with generally accepted government auditing standards.

IT Acquisition Statistics for Individual Agencies

This appendix contains the individual statistics of the agencies we stratified in our sample. We have included these statistics to provide agencies with (1) information to identify areas for further research and (2) a baseline from which to measure any improvements. The data in this appendix are statistically valid and are stratified by both agency and dollar amount. All of the data in these charts represent a precision of no more than plus or minus fifteen percent, unless noted otherwise.[1]

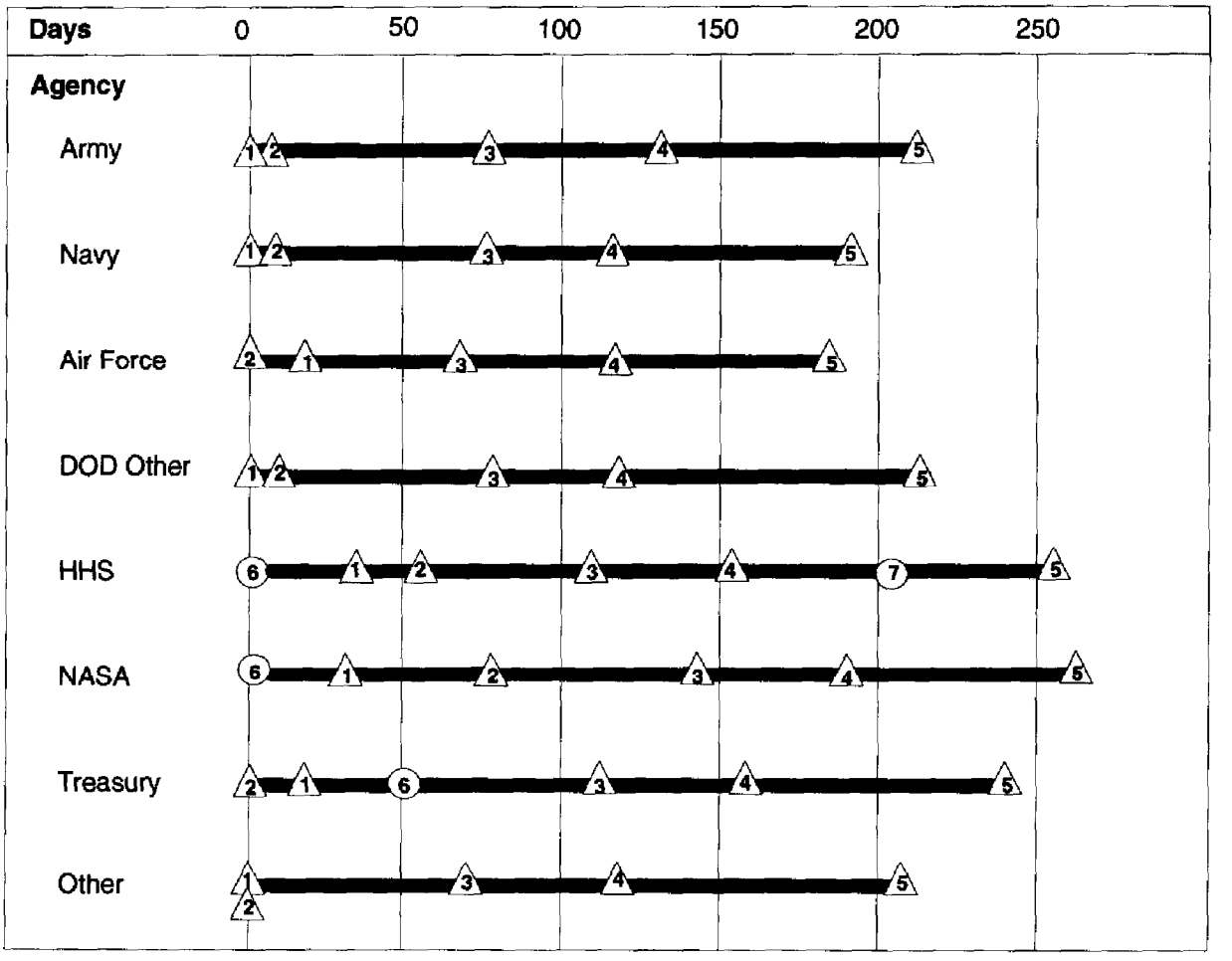
The chart below lists the number of contracts in our sample for each agency and dollar strata.

Table II.1: Number of Contracts by Agency and Dollar Strata

	$25K to $250K	$250K to $2.5M	$2.5M to $25M	$25M and more
Army	179	54	18	3
Navy	774	152	22	9
USAF	289	48	20	8
DOD	111	17	8	2
HHS	49	33	13	2
NASA	152	57	16	5
Treasury	88	38	9	2
Other	333	124	70	15

[1]The actual precision for each data point is available upon request.

Figure II.1: Procurement Profile—Steps and Times by Agency

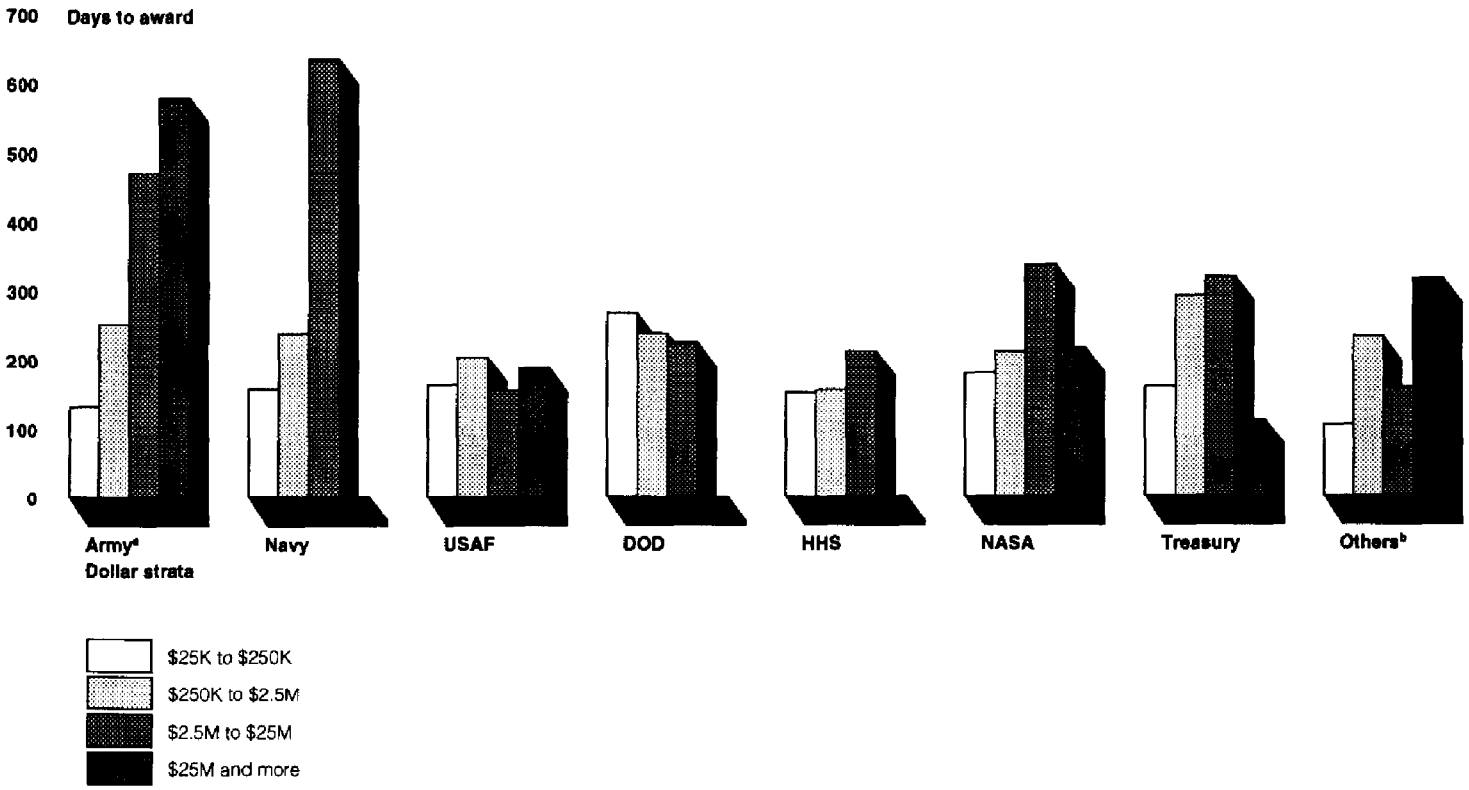


1 Purchase requisition
2 Presolicitation notice
3 Release the solicitation
4 Close the solicitation
5 Contract award
6 Acquisition plan
7 Best and final offer

△ indicates steps in all procurements
○ indicates steps in some procurements

Note: The steps in each profile were included if they occurred in 50 percent or more of the contracts in that particular agency strata.

Figure II.2: Sole Source Contracts—Days to Award Contract by Agency



[a]The $250K to $2.5M category represents a maximum precision of plus or minus 22 percent.

[b]The top two dollar strata represent a maximum precision of plus or minus 17 and 18 percent respectively.

Figure II.3: Full and Open Competition Contracts—Days to Award Contract by Agency

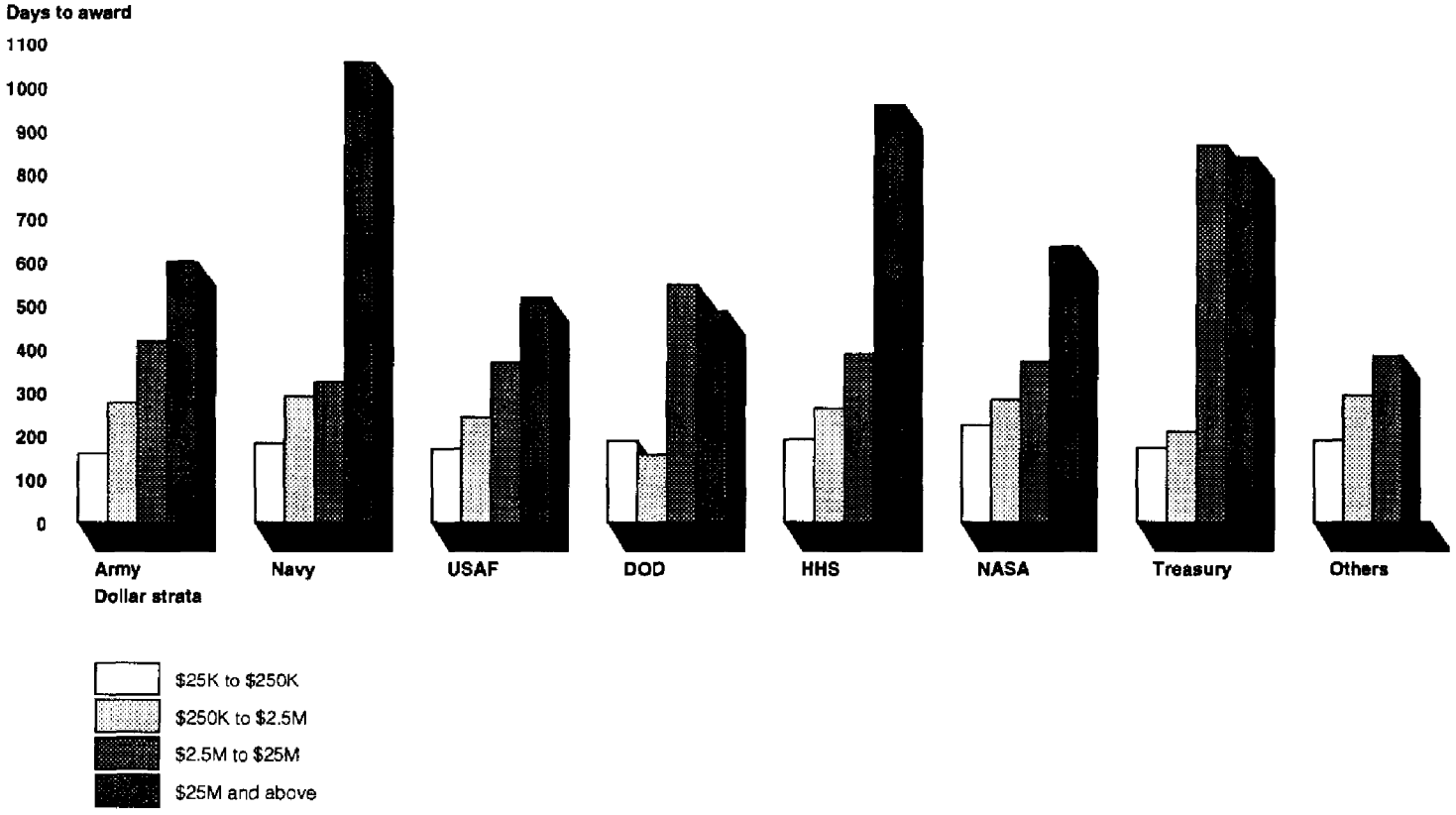


Figure II.4: IT Hardware Contracts—Days to Award by Contract Agency

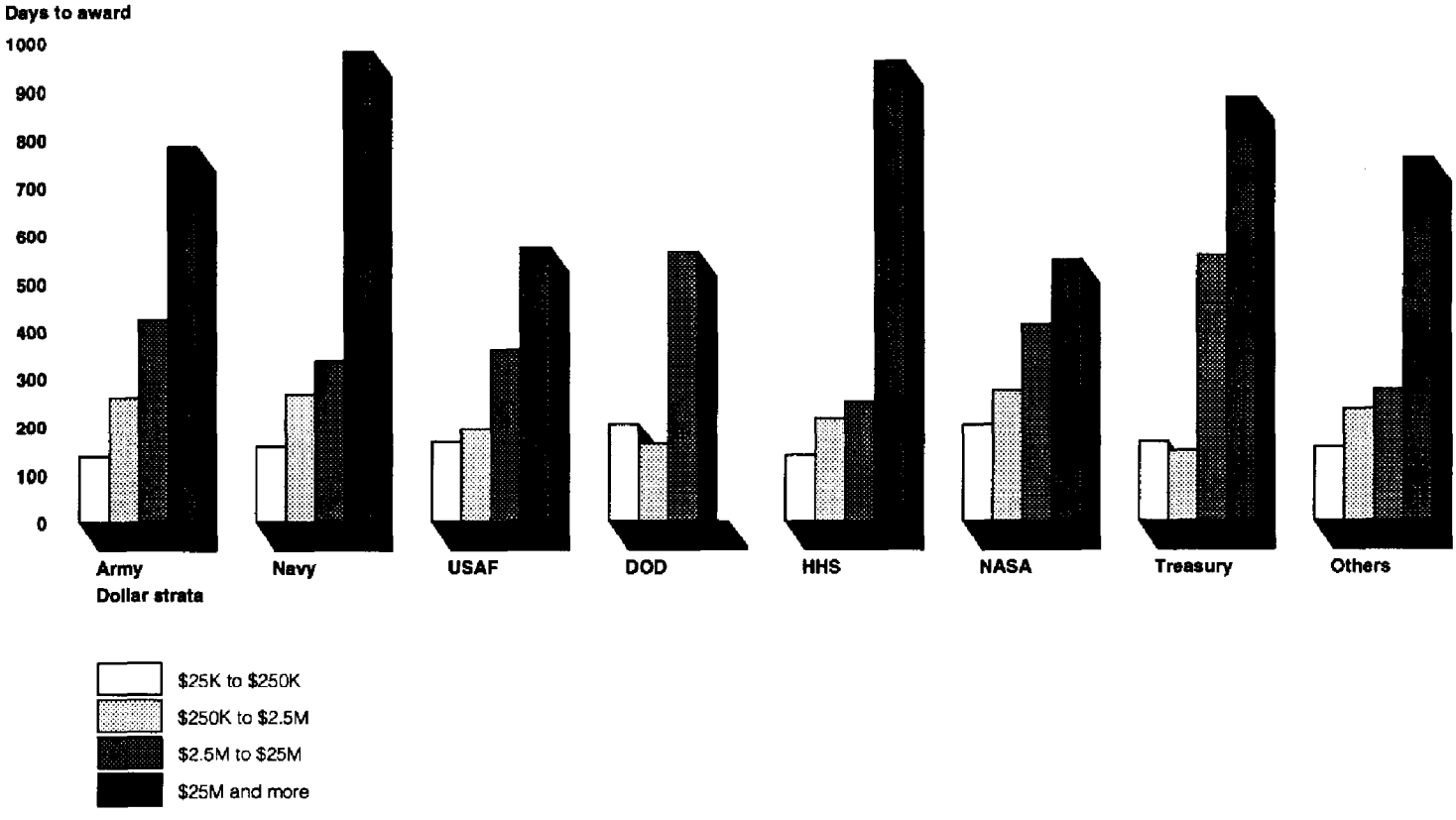
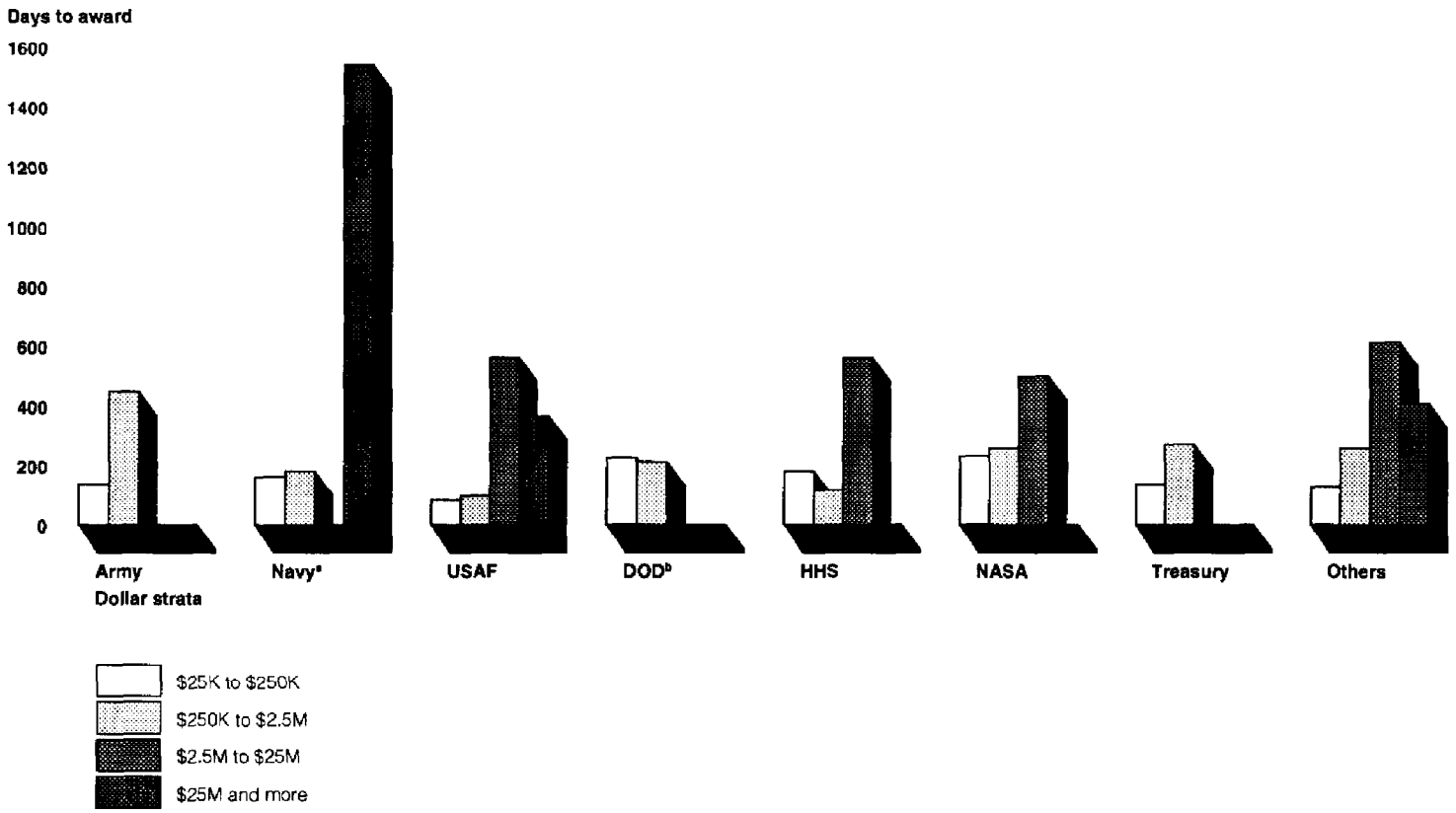


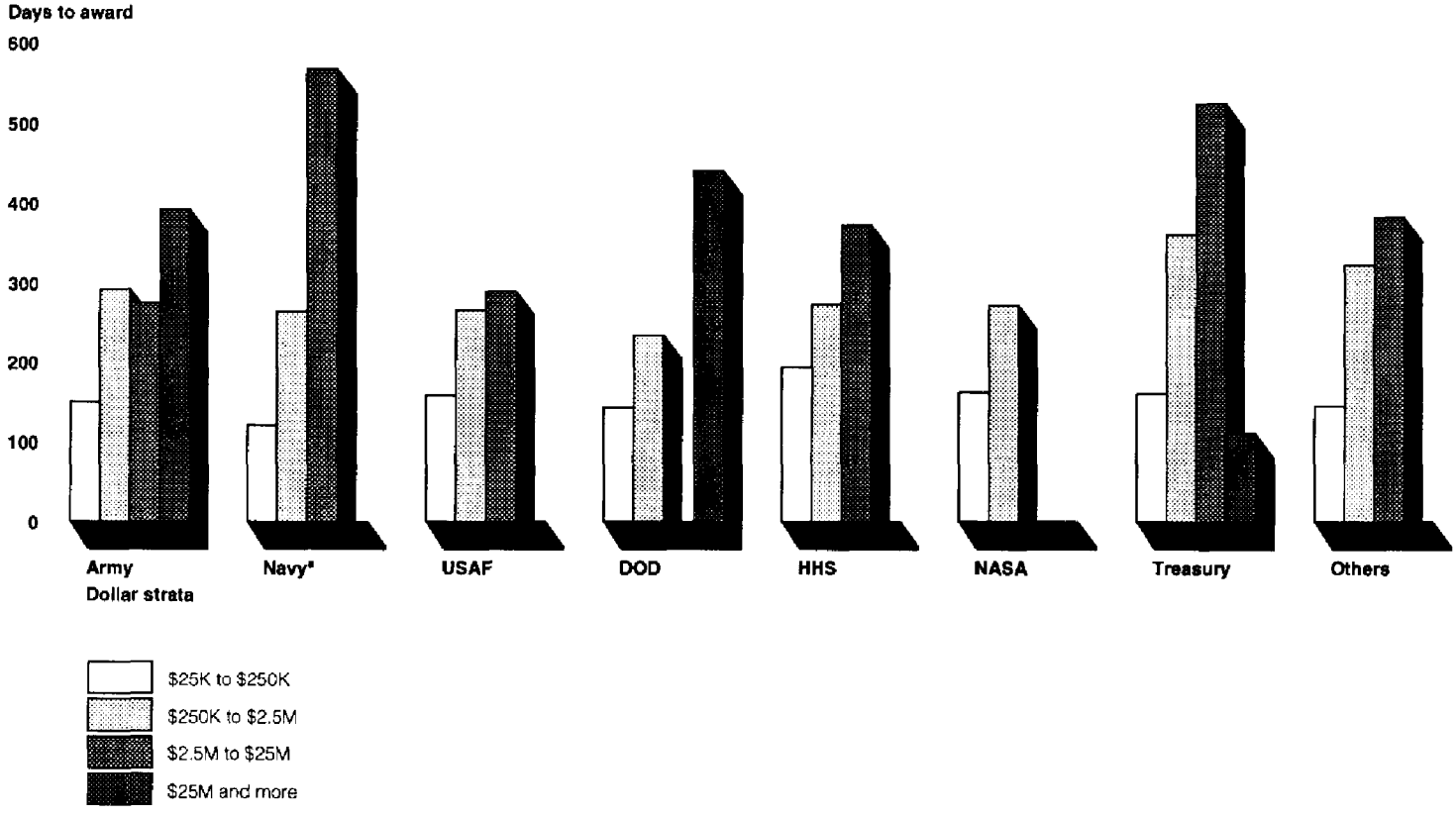
Figure II.5: IT Software Contracts—Days to Award by Contract Agency



[a]The $250K to $2.5M dollar strata represents a maximum precision of plus or minus 16 percent.

[b]The $25K to $250K dollar strata represents a maximum precision of plus or minus 16 percent.

Figure II.6: IT Maintenance Contracts—Days to Award by Contract Agency



[a]The $250K to $2.5M dollar strata represents a maximum precision of plus or minus 20 percent.

Table II.2: Unamended and Amended Solicitations—Days to Award Contract by Agency

		$25K to $250K	$250K to $2.5M	$2.5M to $25M	$25M and more
Army	Unamended	141	233[a]	371[b]	NA
	Amended	151	321	363	567
Navy	Unamended	140	260	472	NA
	Amended	185	268	311	1040
USAF	Unamended	137	229	192	NA
	Amended	216	225	345	517
DOD	Unamended	214	226	242	NA
	Amended	228	216	446	486
HHS	Unamended	178	221	339	NA
	Amended	157	310	324	957
NASA	Unamended	197	185	287	214
	Amended	228	332	428	631
Treasury	Unamended	161	228	215	NA
	Amended	166	239	696	664
Other	Unamended	122	246	203	299
	Amended	219	298	365	704

Note: NA is not applicable. No contracts were awarded in this category.

[a]This represents a maximum precision of plus or minus 17 percent.

[b]This represents a maximum precision of plus or minus 30 percent.

Figure II.7: Lowest Cost Evaluation Method—Days to Award Contract by Agency

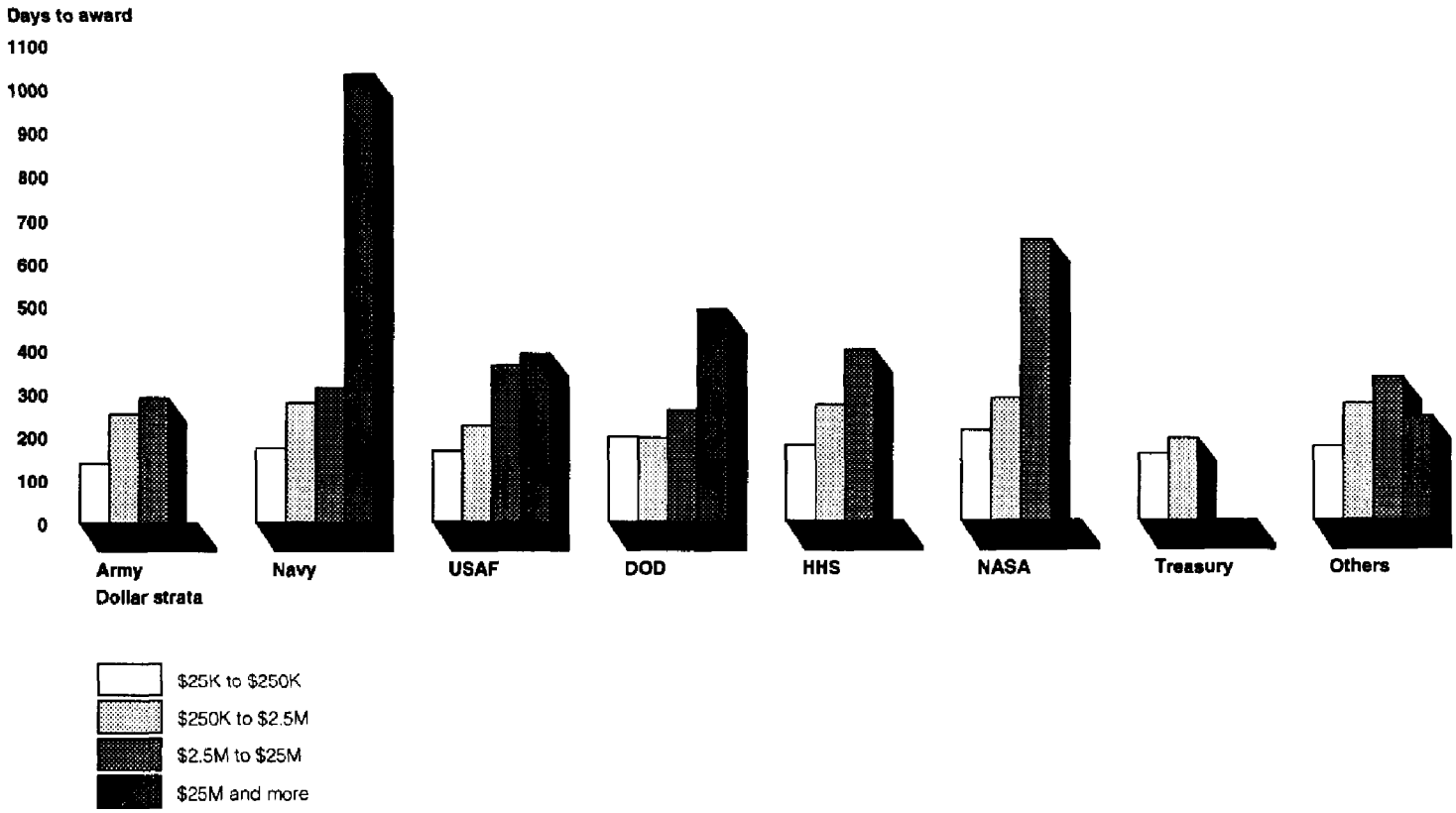
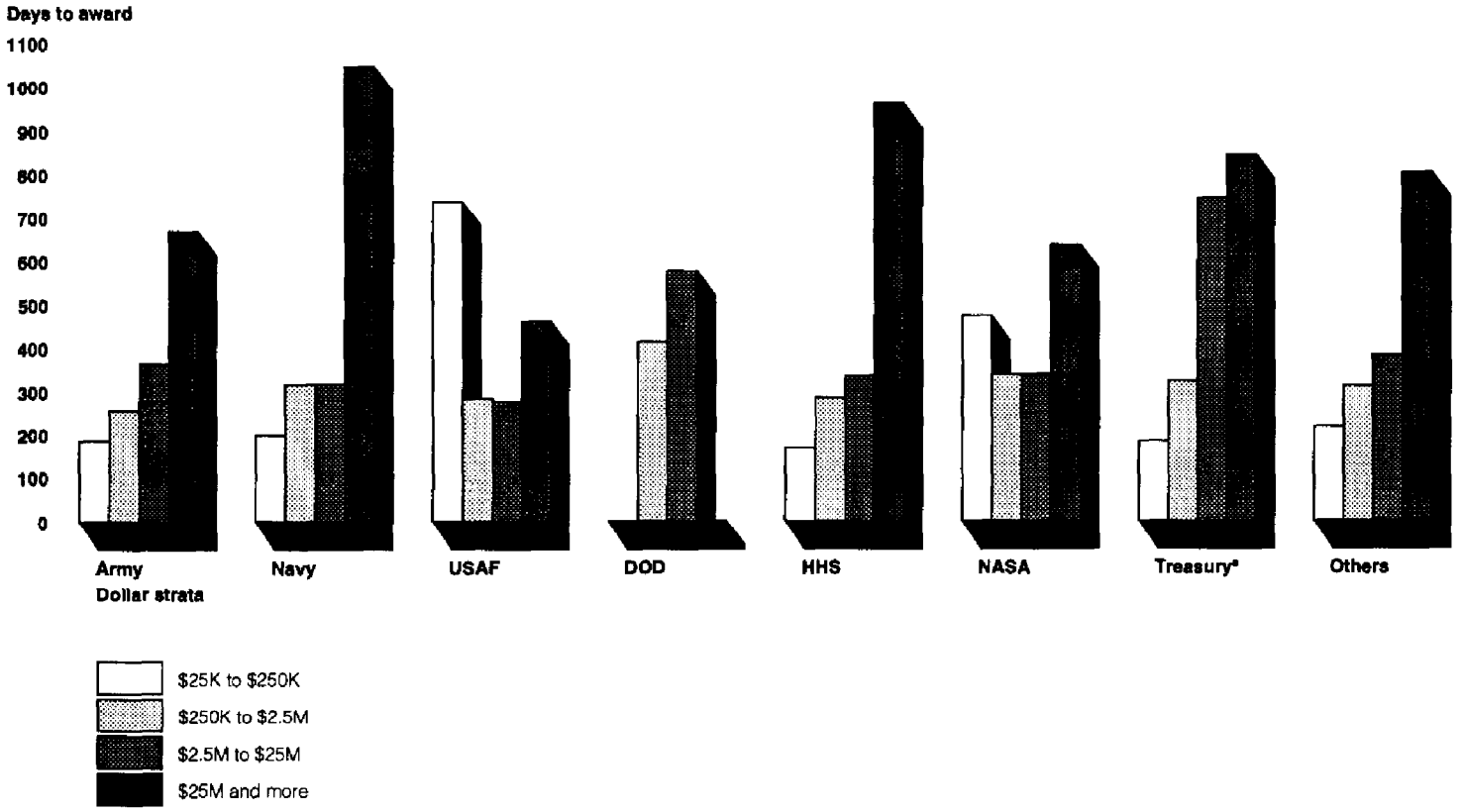
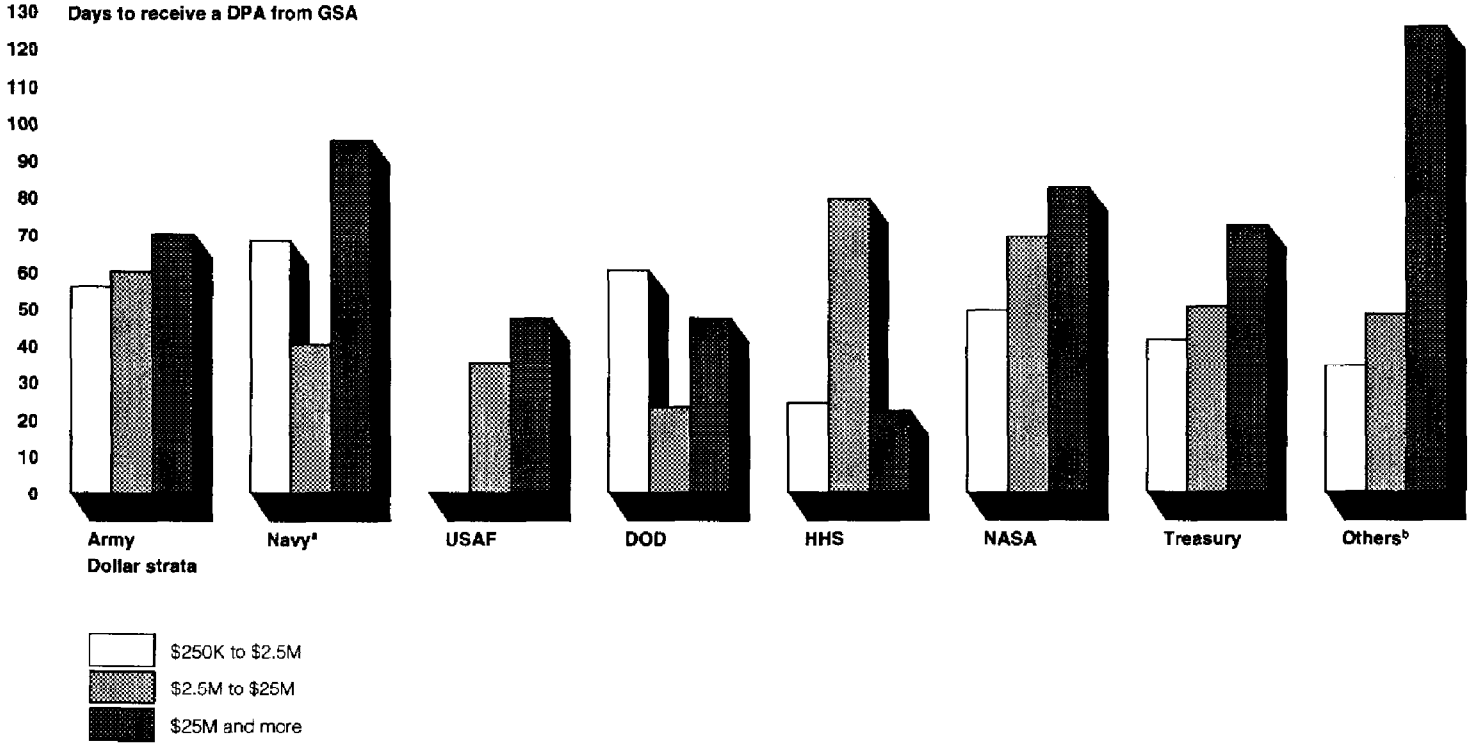


Figure II.8: Best Value Evaluation Method—Days to Award Contract by Agency



[a]The $250K to $2.5M dollar strata represents a maximum precision of plus or minus 16 percent.

Figure II.9: GSA's DPA Process—Days to Receive a DPA by Agency



Note: Because there were only eight contracts in the $25K strata and this figure is stratified by both agency and dollar amount, this strata is not statistically significant and is not included.

[a]The $2.5M to $25M dollar strata represents a maximum precision of plus or minus 19 percent.

[b]The $25M and more dollar strata represents a maximum precision of plus or minus 17 percent.

Table II.3: DOD Brooks Act and Warner Exempt Contracts—Days to Award Contract by Agency

		$25K to $250K	$250K to $2.5M	$2.5M to $25M	$25M and more
Army	Brooks Act	155	303	399	648
	Warner exempt	129	201[a]	377	668
Navy	Brooks Act	153	309	359	1068
	Warner exempt	154	209	286	938
USAF	Brooks Act	139	286	291[b]	443
	Warner exempt	156	199	248	478
DOD	Brooks Act	184	216	413	486
	Warner exempt	215	203	360	NA

Note: NA is not applicable. No contracts were awarded in this category.

[a]This represents a maximum precision of plus or minus 19 percent.

[b]This represents a maximum precision of plus or minus 16 percent.

Survey of Federal Information Technology Procurement

GAO

U.S. General Accounting Office

Survey of Federal Information Technology Procurement

INTRODUCTION

The Information Management and Technology Division of the U.S. General Accounting Office is conducting a survey of information technology (IT) procurements. The purpose of this survey is to gather empirical data to identify issues and problems in the procurement of information technology. The results of this survey will enhance understanding of the federal IT procurement process and provide opportunities for improvements in the federal procurement arena.

The questionnaire should take about an hour to complete for most procurements, a little less for simpler procurements. Most of the questions should be answered using data from the pre-award contract files. The label attached to the questionnaire specifies the contract number for which we are interested in gathering information.

The person completing this questionnaire should be the individual most familiar with the pre-award process as it applies to this contract, such as the Procuring or Administrative Contracting Officer.

If you have any questions about our survey, please contact Alicia Wright at (202) 512-6384 or Paul Bollea at (202) 512-6396.

A glossary of key terms used throughout the questionnaire is found on page 2.

Please complete the questionnaire within 10 days and then return in the enclosed pre-addressed envelope. In the event the envelope is misplaced, the return address is:

U.S. General Accounting Office
IMTEC/Techworld, Room 10010
441 G Street, N.W.
Washington, D.C. 20548

ATTN: Alicia Wright

Thank you for your assistance.

Place Label Here

Rec 1 (5)

BACKGROUND

Agency: _____ (6-7)

Your name: _____

Official Position title: _____

Phone: (_____)_____

Were you assigned to this procurement? *(Check one.)* (8)

1. ☐ Yes
2. ☐ No

GLOSSARY

Agency Procurement Request (APR) - A request by a federal agency for GSA to acquire information processing resources or for GSA to delegate the authority to acquire these resources.

Capability Validation - The technical verification of the ability of a proposed system configuration, replacement component, or the features or functions of its software, to satisfy functional requirements.

Delegation of Procurement Authority (DPA) - Authority to acquire information processing resources up to a specified limit, issued by GSA in response to an APR.

Federal Information Processing (FIP) Resources - Automatic data processing equipment as defined in 40 U.S.C. 759 (A)(2).

FIP Equipment - Any equipment or interconnected system or subsystems of equipment used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information.

FIP Maintenance - Examination, testing, repair, or part replacement functions performed on FIP equipment or software.

FIP Related Supplies - Any consumable item designed specifically for use with FIP equipment, software, services, or support services.

FIP Services - Any service, other than FIP support services, performed or furnished by using FIP equipment or software.

FIP Software - Any software, including firmware, specifically designed to make use of and extend the capabilities of FIP equipment.

FIP Support Services - Any commercial non-personnel services, including FIP maintenance, used in support of FIP equipment, software, or services.

Invitation for Bids (IFB) - The solicitation document used when contracting by sealed bidding.

Performance Validation - The technical verification of the ability of a proposed system configuration or replacement component to handle agency-specific work-load volumes within agency-determined performance time constraints.

Request for Comments (RFC) - An announcement in the Commerce Business Daily or other publication requesting industry comment on draft specification for resources. Sometimes referred to as a Draft Request for Proposals.

Request for Information (RFI) - An announcement in the Commerce Business Daily or other publication requesting information from industry about a planned acquisition, and, in some cases, corporate capability information.

Request for Proposals (RFP) - The solicitation document used when contracting by negotiation.

Vendor - Any individual or organization who is interested in bidding, has bid, or has won a contract.

GENERAL DATA

1. What federal information processing (FIP) resources were procured? *(Check all that apply.)* (9-15)

(As defined in the FIRMR 201-4.001. See glossary on page 2 of this questionnaire.)

1. ☐ FIP Equipment
2. ☐ FIP Software
3. ☐ FIP Maintenance
4. ☐ FIP Services
5. ☐ FIP Support Services
6. ☐ FIP Related Supplies
7. ☐ Other - *(Please specify)*

_____

_____

2. If you checked more than one box in question 1, which FIP resource was allotted the largest portion of the contract award amount? *(Check one. If there was a 50/50 split, check two.)* (16-17)

1. ☐ Only 1 box was checked in question 1
2. ☐ FIP Equipment
3. ☐ FIP Software
4. ☐ FIP Maintenance
5. ☐ FIP Services
6. ☐ FIP Support Services
7. ☐ FIP Related Supplies
8. ☐ Other - *(Please specify)*

_____

_____

If no equipment/software was purchased, skip to question 4.

3. Of the equipment/software purchased, approximately what percent was commercial-off-the-shelf (COTS) and what percent was custom designed? *(Enter percents. If none, enter 0. Total should equal 100%)* (18-23)

Commercial-off-the-shelf ..... _____ Percent

Custom designed ..... _____ Percent

TOTAL ..... 100 Percent

4. What was the government's life cycle cost estimate for this procurement at the time of the procurement request? *(Enter amount.)* (24-34)

$ _____.00

5. What was the type of competition? *(Check all that apply.)* (35-42)

1. ☐ Sole Source
2. ☐ Full and Open Competition
3. ☐ Specific make and model
4. ☐ Compatibility-limited
5. ☐ 8-A Set-Aside
6. ☐ Small Business Set-Aside
7. ☐ A-109 Program (Major System Acquisition)
8. ☐ Other - *(Please specify)*

_____

6. What was the contracting method? *(Check all that apply.)* (43-46)

1. ☐ Sealed Bid
2. ☐ Negotiated
3. ☐ GSA Schedule
4. ☐ Other - *(Please specify)*

_____

7. What contract type was chosen? *(Check all that apply.)*

Fixed Price (47-52)

1. ☐ Firm-fixed-price contract
2. ☐ Fixed-price contract with economic price adjustment
3. ☐ Fixed-price incentive contract
4. ☐ Fixed-price contract with prospective price redetermination
5. ☐ Fixed-ceiling-price contract with retroactive price redetermination
6. ☐ Firm-fixed-price, level-of-effort term contract

Cost-Reimbursement (53-59)

7. ☐ Cost contract
8. ☐ Cost-sharing contract
9. ☐ Cost-plus-incentive-fee contract
10. ☐ Cost-plus-award-fee contract
11. ☐ Cost-plus-fixed-fee contract

Indefinite-Delivery (60-67)

12. ☐ Definite-quantity contract
13. ☐ Requirements contract
14. ☐ Indefinite-quantity contract

15. ☐ Other - *(Please specify)*

_____

8. Were the following performance or capability validation techniques used in this acquisition? *(Check all that apply.)* (68-76)

1. ☐ Operational Capability Demonstration
2. ☐ Inspection of technical literature
3. ☐ Rating charts
4. ☐ Analytical modeling
5. ☐ Simulation modeling
6. ☐ Natural Benchmarks
7. ☐ Standard Benchmarks
8. ☐ Synthetic Benchmarks
9. ☐ Other - *(Please specify)*

_____

ID Rec 2 (1-5)

9. What vendor won the contract? *(Enter name.)* 6 (6-9)

_____

_____

10. What was the date of the contract award? *(Enter month/day/year.)* (10-15)

(In the case of GSA Non-mandatory Schedule - the date delivery orders were issued.)

_____/_____/19_____

11. What was the actual contract award dollar amount including options? *(Enter amount.)* (16-26)

$ _____.00

OR

If this is an Indefinite-Delivery contract, please enter the minimum and maximum dollar order amounts for the life of the contract. (27-37 / 38-48)

Minimum .... $ _____.00

Maximum .... $ _____.00

12. From your perspective, how would you rate this vendor's overall performance for this contract in the following categories? *(Please use the following rating scale. Enter the number corresponding to the rating in the space provided.)* (49-51)

Rating Scale

1 = Exceptional
2 = Above average
3 = Average
4 = Below average
5 = Unacceptable
6 = No basis to judge

	Rating
a. Quality of products or services	_____
b. Timeliness	_____
c. Cooperativeness	_____

AGENCY PROCUREMENT REQUEST (APR) / DELEGATION OF PROCUREMENT AUTHORITY (DPA)

13. Because of the Warner Amendment, was this contract exempted from submitting an Agency Procurement Request (APR) to the General Service Administration (GSA) ? *(The Warner Amendment applies primarily to DoD contracts.)* *(Check one.)* (52)

1. ☐ Yes, it was exempted --> ***(Skip to Question 18.)***

2. ☐ No, it was not exempted --> ***(Continue with Question 14.)***

Definitions of Different Types of Delegation of Procurement Authorities (DPAs) for Question 14
Regulatory DPA - Dollar threshold below which federal agencies may acquire FIP resources without a specific DPA.
Specific Agency DPA - A DPA authorized by GSA for a specific agency.
Specific Acquisition DPA from GSA - A DPA from GSA for a specific acquisition.

14. For this procurement, what type of Delegation of Procurement Authority (DPA) was employed? *(Check one.)* (53)

1. ☐ Regulatory DPA
2. ☐ Specific Agency DPA ***(Skip to Question 18.)***

3. ☐ Specific Acquisition DPA from GSA ---> ***(Continue with Question 15.)***

15. Was the APR submitted under the Trail Boss Program (as described in the FIRMR Bulletin C-7)? *(Check one.)* (54)

1. ☐ Yes
2. ☐ No

16. What was the projected contract amount authorized by the original DPA? *(Enter amount or check box if no allowed projected contract amount.)* (55-65 / 66)

$ _____.00 or ☐ No projected contract amount

17. In the table below, please indicate when the following documents were approved. If documents were amended, enter the amendment dates (month and year) in the last column.

DOCUMENT	WHEN WAS IT APPROVED? *(Enter month/day/year)*	If the documents were amended, please enter the date(s) the amended DPA or APR was approved. *(Enter month and year.)*
Agency Procurement Request (APR) to GSA	(67-72) _____/_____/19_____	(73-96) 1. ____/19____ 2. ____/19____ 3. ____/19____ 4. ____/19____ 5. ____/19____ 6. ____/19____
Delegation of Procurement Authority (DPA) from GSA	(97-102) _____/_____/19_____	(103-126) 1. ____/19____ 2. ____/19____ 3. ____/19____ 4. ____/19____ 5. ____/19____ 6. ____/19____

PRE-SOLICITATION ACTIVITIES (D Rec 3 (1-5))

18. When was the Procurement Request or Purchase Requisition received by your office? *(The Procurement Request/Purchase Requisition is the request from the program or technical office to begin the official procurement process.)* *(Enter month/day/year.)* (6-11)

_____/_____/19_____

19. Please estimate how long the contracting office was involved with this procurement (i.e., helped in preparing the procurement) before the Procurement Request or Purchase Requisition was formally received by the contracting office? *(Enter number of weeks.)* (12-14 / 15)

_____ Weeks or ☐ Do not know

20. In the table below, please indicate whether the following documents were completed. If yes, indicate the completion date (month, day, and year).

DOCUMENT	WAS IT COMPLETED? *(Check one for each document. If yes, enter month/day/year)*
Acquisition/Procurement Plan or equivalent	(16 / 17-22) 1. ☐ Yes ---> _____/_____/19_____ 2. ☐ No
Pre-solicitation Notice published in the Commerce Business Daily (CBD) *(Includes sole-source contracts and other proposed contract actions such as GSA Non-Mandatory Schedule.)*	(23 / 24-29) 1. ☐ Yes ---> _____/_____/19_____ 2. ☐ No
Modification to a previous Solicitation Notice published in the CBD	(30) 1. ☐ Yes ----> Enter date(s) for all modifications. 2. ☐ No (31-66) ___/___/19__ ___/___/19__ ___/___/19__ ___/___/19__ ___/___/19__ ___/___/19__
Sources Sought Notice published in the CBD	(67 / 68-73) 1. ☐ Yes ---> _____/_____/19_____ 2. ☐ No
Request for Information (RFI) *(See Glossary)*	(74 / 75-80) 1. ☐ Yes ---> _____/_____/19_____ 2. ☐ No
Request for Comments (RFC) or Draft Request for Proposals (RFP) *(See Glossary)*	(81) 1. ☐ Yes --> Enter date(s) for all RFC's or Draft RFP's. 2. ☐ No (82-99) ___/___/19__ ___/___/19__ ___/___/19__

21. How many vendors requested a copy of the following?
(Enter number or check not applicable box.)

a. Request for Information . . . . . _____ Vendors or ☐ Not Applicable (6-8 /9)

b. Request for Comments or Draft Request for Proposals . . . _____ Vendors or ☐ Not Applicable (10-12 /13)

22. How many vendors submitted questions or comments concerning the following?
(Enter number or check not applicable box.)

a. Request for Information . . . . . _____ Vendors or ☐ Not Applicable (14-16 /17)

b. Request for Comments or Draft Request for Proposals . . _____ Vendors or ☐ Not Applicable (18-20 /21)

23. Was a Vendor or a Pre-bid Conference held? *(Check one.)* (22)

1. ☐ No

2. ☐ Yes -----> If yes, when was it held? *(Enter month/day/year.)*

_____/_____/19_____ (23-28)

How many vendors were represented at the conference?

_____ Vendors (29-31)

SOLICITATION

24. Was a Request for Proposals (RFP) released or an Invitation for Bids (IFB) issued for this contract? *(Check one.)* (32)

    1. ☐ Yes --> ***(Continue with Question 25.)***

    2. ☐ No --> ***(Skip to Question 35.)***

25. On what date was the Request for Proposals (RFP) released or the Invitation for Bids (IFB) issued? *(Enter month/day/year.)* (33-38)

    _____/_____/19_____

26. How many vendors were provided a copy of the RFP or the IFB? *(Enter number.)* (39-41)

    _____ Vendors

27. How many vendors submitted questions or comments concerning the RFP or the IFB? *(Enter number.)* (42-44)

    _____ Vendors

28. Approximately how many total questions or comments were submitted for the RFP or the IFB? *(Check one.)* (45)

    1. ☐ Not applicable
    2. ☐ Zero
    3. ☐ 1 to 10
    4. ☐ 11 to 50
    5. ☐ 51 to 100
    6. ☐ 101 to 150
    7. ☐ More than 150

29. Not including amendments, was the RFP re-released or the IFB re-issued? *(Check one. If yes, enter dates.)* (46)

    1. ☐ No

    2. ☐ Yes ---> Please provide the dates. (47-70)

    ____/____/19____

    ____/____/19____

    ____/____/19____

    ____/____/19____

30. How many total amendments to the RFP/IFB were issued up to the receipt of the initial proposals? *(Enter number. If none, enter 0.)* (71-73)

    _____ Amendments

31. Of the total number of amendments, how many amendments extended the closing date for receipt of initial proposals? *(Enter number. If none, enter 0.)* (74-76)

    _____ Amendments

32. Please indicate all of the reasons for which amendments were issued? *(Check all that apply.)* (77-85)

    1. ☐ There were no amendments issued
    2. ☐ To change the requirements
    3. ☐ To change the closing date
    4. ☐ To change the evaluation criteria
    5. ☐ To change the weight of the evaluation criteria
    6. ☐ To add a FAR clause
    7. ☐ To correct the solicitation
    8. ☐ To answer questions
    9. ☐ Other - *(Please specify)*

    _____

33. What was the original RFP closing date for receipt of initial proposals or the IFB opening date? *(Enter month/day/year.)*

(86-91)

_____/_____/19_____

34. What was the final RFP closing date for receipt of initial proposals or the IFB opening date ? *(Enter month/day/year.)*

(92-97)

_____/_____/19_____

SOURCE SELECTION ID Rec 5 (1-5)

35. In total, how many vendors submitted proposals or bids on this contract? *(Enter number.)*

(6-8)

_____ Vendors

36. Of the proposals that were submitted, how many were determined to be within the competitive range and thus were evaluated for award? *(Enter number.)*

(9-11)

_____ Proposals Evaluated for Award

37. As a part of this solicitation, was a Best and Final Offer required? *(Check one.)* (12)

1. ☐ No

2. ☐ Yes ---> If yes, how many times were Best and Final Offers required from all vendors who submitted proposals in the competitive range. *(Enter number.)*

(13-14)

_____ Times

What was the actual due date for each Best and Final Offer? *(Enter month/day/year.)* (15-56)

_____/_____/19_____

_____/_____/19_____

_____/_____/19_____

_____/_____/19_____

_____/_____/19_____

_____/_____/19_____

_____/_____/19_____

38. Which evaluation method was used? *(Check one.)* (57)

1. ☐ Sole Source
2. ☐ Lowest Cost
3. ☐ Cost/Technical Trade-off or Best Value
4. ☐ Other - Please specify: _____

If you used the Cost/Technical Trade-off or Best Value method, Continue with Question 39.

If you did not use this method, Skip to Question 42.

39. If you used the Cost/Technical Trade-off evaluation method, please rate the importance of cost vs. technical and other factors on a scale of 1 to 10 where 10 represents a very high level of importance. (58-59 / 60-61)

Evaluation Factors:	Rating
Technical and other factors	_____
Cost	_____

40. Please provide the winning proposal's cost ranking. *(Ranking of 1 being the lowest dollar amount.)* (62-63)

Cost Ranking . . . # _____

41. Please provide the winning proposal's technical ranking. *(Ranking of 1 being the highest technical ranking.)* (64-65)

Technical Ranking . . . # _____

PROTESTS

42. Was a protest filed on this contract at any time? *(Check one.)* (66)

1. ☐ Yes --> ***(Continue with Question 43.)***
2. ☐ No --> ***(Skip to Question 44 on page 13.)***

43. For each protest proceeding, no matter how many vendors were involved or no matter what the result, please answer the questions presented at the top of each column. *(Fill out a row for each protest proceeding, including appeals. If more than 8 protest proceedings, continue using a photocopy of this page.)*

ID Rec 6 (1-5)

	What was the date the protest was filed? *(Month/day/yr)*	How was this protest resolved? *(Check one.)*	On what date was the protest resolved? *(Month/day/yr)*	Who was the protest decision made by? *(Check one.)*	Which vendors protested? *(Enter names.)*	What was the reason for the protest?	What action was taken as a result of the protest? *(Check all that apply.)*
Protest #1	___/___/19___ (6-11)	1. ☐ Granted Sustained 2. ☐ Denied 3. ☐ Dismissed 4. ☐ Settled 5. ☐ Withdrawn 6. ☐ Pending (12)	___/___/19___ (13-18)	1. ☐ GAO 2. ☐ GSBCA 3. ☐ Agency 4. ☐ Other *(Specify)* _____ (19)	_____ _____ _____ _____ (20)	_____ _____ _____ _____	1. ☐ RFP/IFB Cancelled 2. ☐ RFP/IFB Revised 3. ☐ Award Re-competed 4. ☐ New Awardee Chosen 5. ☐ No action 6. ☐ Other *(Specify)* _____ (21-26)
Protest #2	___/___/19___ (27-32)	1. ☐ Granted/ Sustained 2. ☐ Denied 3. ☐ Dismissed 4. ☐ Settled 5. ☐ Withdrawn 6. ☐ Pending (33)	___/___/19___ (34-39)	1. ☐ GAO 2. ☐ GSBCA 3. ☐ Agency 4. ☐ Other *(Specify)* _____ (40)	_____ _____ _____ _____ (41)	_____ _____ _____ _____	1. ☐ RFP/IFB Cancelled 2. ☐ RFP/IFB Revised 3. ☐ Award Re-competed 4. ☐ New Awardee Chosen 5. ☐ No action 6. ☐ Other *(Specify)* _____ (42-47)
Protest #3	___/___/19___ (48-53)	1. ☐ Granted/ Sustained 2. ☐ Denied 3. ☐ Dismissed 4. ☐ Settled 5. ☐ Withdrawn 6. ☐ Pending (54)	___/___/19___ (55-60)	1. ☐ GAO 2. ☐ GSBCA 3. ☐ Agency 4. ☐ Other *(Specify)* _____ (61)	_____ _____ _____ _____ (62)	_____ _____ _____ _____	1. ☐ RFP/IFB Cancelled 2. ☐ RFP/IFB Revised 3. ☐ Award Re-competed 4. ☐ New Awardee Chosen 5. ☐ No action 6. ☐ Other *(Specify)* _____ (63-68)
Protest #4	___/___/19___ (69-74)	1. ☐ Granted/ Sustained 2. ☐ Denied 3. ☐ Dismissed 4. ☐ Settled 5. ☐ Withdrawn 6. ☐ Pending (75)	___/___/19___ (76-81)	1. ☐ GAO 2. ☐ GSBCA 3. ☐ Agency 4. ☐ Other *(Specify)* _____ (82)	_____ _____ _____ _____ (83)	_____ _____ _____ _____	1. ☐ RFP/IFB Cancelled 2. ☐ RFP/IFB Revised 3. ☐ Award Re-competed 4. ☐ New Awardee Chosen 5. ☐ No action 6. ☐ Other *(Specify)* _____ (84-89)

(If there were more than 4 protest proceedings, continue on next page, otherwise, skip to Question 44 on page 13.)

Question 43 - Continued

ID Rec 7 (1-5)

	What was the date the protest was filed? *(Month/day/yr)*	How was this protest resolved? *(Check one.)*	On what date was the protest resolved? *(Month/day/yr)*	Who was the protest decision made by? *(Check one.)*	Which vendors protested? *(Enter names.)*	What was the reason for the protest?	What action was taken as a result of the protest? *(Check all that apply.)*
Protest #5	___/___/19___ (6-11)	1. ☐ Granted Sustained 2. ☐ Denied 3. ☐ Dismissed 4. ☐ Settled 5. ☐ Withdrawn 6. ☐ Pending (12)	___/___/19___ (13-18)	1. ☐ GAO 2. ☐ GSBCA 3. ☐ Agency 4. ☐ Other *(Specify)* _____ (19)	_____ _____ _____ _____ (20)	_____ _____ _____ _____	1. ☐ RFP/IFB Cancelled 2. ☐ RFP/IFB Revised 3. ☐ Award Re-competed 4. ☐ New Awardee Chosen 5. ☐ No action 6. ☐ Other *(Specify)* _____ (21-26)
Protest #6	___/___/19___ (27-32)	1. ☐ Granted/ Sustained 2. ☐ Denied 3. ☐ Dismissed 4. ☐ Settled 5. ☐ Withdrawn 6. ☐ Pending (33)	___/___/19___ (34-39)	1. ☐ GAO 2. ☐ GSBCA 3. ☐ Agency 4. ☐ Other *(Specify)* _____ (40)	_____ _____ _____ _____ (41)	_____ _____ _____ _____	1. ☐ RFP/IFB Cancelled 2. ☐ RFP/IFB Revised 3. ☐ Award Re-competed 4. ☐ New Awardee Chosen 5. ☐ No action 6. ☐ Other *(Specify)* _____ (42-47)
Protest #7	___/___/19___ (48-53)	1. ☐ Granted/ Sustained 2. ☐ Denied 3. ☐ Dismissed 4. ☐ Settled 5. ☐ Withdrawn 6. ☐ Pending (54)	___/___/19___ (55-60)	1. ☐ GAO 2. ☐ GSBCA 3. ☐ Agency 4. ☐ Other *(Specify)* _____ (61)	_____ _____ _____ _____ (62)	_____ _____ _____ _____	1. ☐ RFP/IFB Cancelled 2. ☐ RFP/IFB Revised 3. ☐ Award Re-competed 4. ☐ New Awardee Chosen 5. ☐ No action 6. ☐ Other *(Specify)* _____ (63-68)
Protest #8	___/___/19___ (69-74)	1. ☐ Granted/ Sustained 2. ☐ Denied 3. ☐ Dismissed 4. ☐ Settled 5. ☐ Withdrawn 6. ☐ Pending (75)	___/___/19___ (76-81)	1. ☐ GAO 2. ☐ GSBCA 3. ☐ Agency 4. ☐ Other *(Specify)* _____ (82)	_____ _____ _____ _____ (83)	_____ _____ _____ _____	1. ☐ RFP/IFB Cancelled 2. ☐ RFP/IFB Revised 3. ☐ Award Re-competed 4. ☐ New Awardee Chosen 5. ☐ No action 6. ☐ Other *(Specify)* _____ (84-89)

CONTRACT AWARD PERSONNEL ID Rec II (1-5)

44. Please answer each of the following questions about the most current personnel and officials assigned to this contract.

Procuring Contracting Officer

In total, that is, not just for this contract, about how many years has this individual served as a Procuring Contracting Officer? . . . . . _____ Years (6-7)

Has there been any turnover in this position since it was first filled for this contract? *(Check one.)* (8)

1. ☐ No ---> *(Go to next position.)*
2. ☐ Yes ---> In total, how many individuals have served in this position for this contract?

_____ Individuals (9-10)

Administrative Contracting Officer

Was this position assigned to the contract? (Check one.) (11)

1. ☐ No ---> *(Go to next position.)*
2. ☐ This is the same person as the Procuring Contracting Officer ---> *(Go to next position.)*
3. ☐ Yes ---> In total, that is, not just for this contract, about how many years has this individual served as an Administrative Contracting Officer? . . . . . _____ Years (12-13)

Has there been any turnover in this position since it was first filled for this contract? *(Check one.)*

1. ☐ No ---> *(Go to next position.)* (14)
2. ☐ Yes ---> In total, how many individuals have served in this position for this contract?

_____ Individuals (15-16)

Contracting Specialist

Was this position assigned to the contract? (Check one.) (17)

1. ☐ No ---> *(Go to next position.)*
2. ☐ This is the same person as the Procuring or Administrative Contracting Officer ---> *(Go to next position.)*
3. ☐ Yes ---> In total, that is, not just for this contract, about how many years has this individual served as a Contracting Specialist? . . . . . _____ Years (18-19)

Has there been any turnover in this position since it was first filled for this contract? *(Check one.)*

1. ☐ No ---> *(Go to next position.)* (20)
2. ☐ Yes ---> In total, how many individuals have served in this position for this contract?

_____ Individuals (21-22)

Contract Negotiator

Was this position assigned to the contract? (Check one.) (23)

1. ☐ No ---> *(Go to Question 45.)*
2. ☐ This is the same person as the Contracting Specialist or the Procuring or Administrative Contracting Officer ---> *(Go to Question 45.)*
3. ☐ Yes ---> In total, that is, not just for this contract, about how many years has this individual served as a Contract Negotiator? . . . . . _____ Years (24-25)

Has there been any turnover in this position since it was first filled for this contract? *(Check one.)*

1. ☐ No ---> *(Go to Question 45.)* (26)
2. ☐ Yes ---> In total, how many individuals have served in this position for this contract?

_____ Individuals (27-28)

Question 45 and 46 are optional.

45. Please describe any issue or problems you wish to raise related to this contract. (29)

46. Please describe any issue or problems you wish to raise related to information technology procurement in general. (30)

Thank you for your assistance.
Please return your completed questionnaire in the pre-addressed envelope.

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Major Contributors to This Report

Accounting and Information Management Division, Washington, D.C.	Mark Heatwole, Assistant Director Rona Stillman, Chief Scientist Alicia Wright, Evaluator-in-Charge Robert Crocker, Advisor David Turner, Senior Evaluator
Program Evaluation and Methodology Division	Harry Conley, Statistician
General Government Division	Stuart Kaufman, Questionnaire Methodologist

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