



Procurement Countdown

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Understanding the Single Processes/Block Change Initiative: Greater Contractor Efficiencies Through Partnering with DoD

by Ken Sateriale, Headquarters Analysis Division

Inside:

SPI Points of Contact
pg. 2

Best Value
pg. 7

PBC Metrics
pg. 9

NFS Update
pg. 9

Protest Information
pg. 10

Changes in Code H
pg. 10

Cash Management
pg. 11

Course Schedule
pg. 17

One of the newest initiatives with a potential to make huge changes in the way NASA operates is the Single Process/Block Change initiative (SPI). Currently, each government customer may specify how a process is performed (e.g. soldering). That practice can lead to a contractor having to maintain up to a half dozen different processes for performing essentially the same activity. SPI will enable contractors to propose single processes (e.g. manufacturing, business practices, etc.) that would meet the needs of multiple government customers. This would eliminate duplicative contractor systems and processes imposed by each customer's requirements. This initiative is expected to reduce contractor costs, improve process

efficiencies, reduce product costs, and improve product quality. It is a win-win proposition for the government and contractors. It will make our contractors more efficient in the global marketplace, and, potentially, yield high dividends for both NASA and DoD.

SPI was conceived by the Government Industry Quality Liaison Panel (an NPR 'Hammer' winner!), co-chaired by the NASA Office of Safety and Mission Assurance, and was endorsed by the NASA Administrator and the Secretary of Defense. The Defense Contract Management Command (DCMC) is taking the lead in facilitating this initiative by working with contractor and government representatives, at each contractor facility, in

identifying potential single processes. NASA will cooperate with DCMC for the development and acceptance of single processes wherever possible. Once the principals agree to the single processes, DCMC may be authorized to issue a contract modification, a 'block change', to all affected contracts. This concept has proven to be very effective at several DoD re-invention laboratory sites. Significant operational improvements and cost reductions can be achieved by this initiative, including savings to the government on current contracts.

The primary goal of SPI is to drive down costs over the long run. To obtain the full potential benefit of those savings, it is necessary to implement SPI immediately on

(continued on page 2)

Highlights...

Deidre A. Lee spoke before a group of contractors at NASA's most recent Contractor Open Forum at JSC. To hear what she said and contractor reactions, turn to page 4.

Procurement personnel were honored with many different awards recently. They are described on pages 3, 9, 18, and 19.

The Earned Value Performance Management policy establishes

criteria for contractor management systems in providing adequate and reliable performance information for management and control. For more information, see page 5.

NASA is making many changes in its Source Selection procedures. Page 6 has an overview of these changes.

NASA's newest Procurement Initiative, the Consolidated Contracting Initiative, is explained on page 12.

How does NASA deal with exporting data to foreign countries? Turn to page 13 to find out.

Robert A. Democh, from the NMO, has some guidelines for using Cooperative Agreements with For-Profits on page 14.

Want to find out what different Partnership Options are available for companies that want to do business with NASA? Check out page 15.

The Single Process Initiative

(continued from page 1)

existing active contracts. In many cases, the cost of implementation of an SPI will offset any short term savings on those contracts. In some cases, however, there may be immediate savings. The focus should be on the overall benefits, not on whether there is an immediate cost savings.

NASA's goal will be the elimination of unique processes/systems that are imposed on contractors shared with DoD or other federal agencies, unless they are essential to ensure mission safety and reliability.

Each NASA Center Director has designated a focal point for implementing this initiative. The focal point is responsible for ensuring that all proposed block changes to Center acquisitions are considered and evaluated consistently. All contractor systems and processes are candidates for this initiative if efficiencies can be gained. For each project/program, the cognizant NASA Contracting Officer (CO), with the Program Manager, will review each proposed block change for

acceptance. No higher level review is necessary, unless the affected process is required by a NASA Management Instruction or the NASA FAR Supplement. CO acceptance, and any delegations deemed necessary, will be conveyed to the DCMC for their implementation within a contract block change. Any nonacceptance must be reviewed by the Center Director.

NASA Headquarters role in the SPI initiative will be to establish the top level process flow, set and clarify implementation guidelines, help to resolve any inter-Center concerns, and provide any necessary help to DCMC HQ staff as they effect a smooth implementation of the SPI. Furthermore, NASA Headquarters will assume cognizance for the review of all proposed SPIs which have Agencywide applicability (for instance, proposed changes to subcontractor consent procedures, subcontracting plans, control of government property, etc.). NASA Headquarters will also monitor SPIs for trends, looking

both to identify any out-of-date Agency policies, and to 'grade the path' for change.

If practicable, process improvements and resulting cost savings will be defined and quantified. NASA will receive consideration or share savings where savings are significant on NASA contracts. Status reports will be provided by the centers to the Office of Procurement, Analysis Division, on a quarterly basis. The report will describe the processes/systems changes made and cost savings anticipated.

Interested parties can obtain more information on SPI at the DCMC homepage. The URL is <http://www.dcme.derb.dla.mil>.

The Office of the Chief Engineer is the Agency lead for this initiative. If you have any contracts questions, call Kenneth A. Sateriale at 202-358-0491. Quality-systems-related questions should be addressed to Carl Schneider at 202-358-0913.

Single Process/Block Change Points of Contact

CENTER	NAME	PHONE #	CENTER	NAME	PHONE #
ARC	C. CUNNINGHAM	415-604-5821	LARC	W. PILAND	757-864-4111
DFRC	J. RAMOS, III	805-258-3106		S. HARPER	757-864-2474
GSFC	J. OBERRIGHT	301-286-9653	LERC	R. JABO	216-433-2342
JPL	S. JONES	818-354-6717	MSFC	J. EHL	205-544-0043
	T. SAURET	818-354-5359	SSC	J. WASHINGTON	601-688-1788
JSC	B. DUFFY	713-483-6050	HQ	D. MULVILLE	202-358-1823
	R. THOMPSON	713-483-4804		K. HUDKINS	202-358-1823
KSC	L. CHAMBERLAIN	407-867-4158		C. SCHNEIDER	202-358-0913
	D. WANSLEY	407-867-7217		K. SATERIALE	202-358-0491
				R. WALKER	202-358-0443



People on the Move

Fond Farewells!

NASA is losing a lot of good people who are retiring. Among them are:

At NASA Headquarters, Office of Procurement:

Jane Martin, Analysis Division; John Moore, Program Operations Division; Larry Pendleton, Deputy of the Contract Management Division; Mary Ridgway, Program Operations Division; and Thomas Whelan, Contract Management Division.

At NASA Headquarters, Acquisition Division:

Mel Tyson, Close outs; and Zoa Dodd, Grants.

At Kennedy Space Center:

Ann Watson, Deputy Procurement Officer.

At Marshall Space Flight Center:

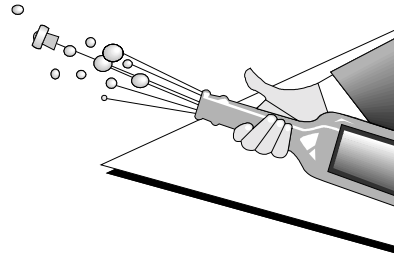
Fred Arrington, Price Analyst; Al Poole, Price Analyst; Carolyn Hayes, Procurement Analyst; Joyce Mallory, Contract Specialist; Katie Hayes, Contract Specialist; Nettie Warren, Contract Specialist; Alice Bunnell, Contract Specialist; and Bill Keith, Contracting Officer.

Others who are leaving include:

Tom Dussault, Program Operations Division, NASA Headquarters, who is leaving to work at Ames; and Karen Stepka, detailed to the Headquarters Acquisition Division, who is leaving to work for another government Agency.

Two Giants at NASA take the Buyout!

Ed Henke, Procurement Officer at Marshall, has taken the buyout. Mr. Henke spent eight years as Procurement Officer at Marshall, and 37 years in the federal government. During his time as the Procurement Officer at MSFC, Mr. Henke oversaw such innovations as the cooperative agreement for the X33 and the start up of MidRange. Mr. Henke was personally involved in the difficult task of transitioning the Yellow Creek Facility from NASA to the state of Mississippi.



Foster Fournier, Director of the Program Operations Division at Headquarters, left January 3. Mr. Fournier worked for NASA for 16 years, after retiring from the military. He spent three and a half years as the Director of the Program Operations Division, where he and his people worked closely with the procurement organizations at the centers. As head of the Program Operations Division, Mr. Fournier ushered in a new era of cooperation between Headquarters and the centers.

We will miss you both!

NASA's Procurement Award Winners Announced

Eight NASA personnel and one Center were awarded NASA's highest procurement honors in October. The Annual procurement awards are used to recognize those people and centers that have made outstanding contributions to the procurement effort throughout NASA.

The winners of the awards are:
Contract Manager of the Year: Gregory J. Della Longa, JSC;
Contract Specialist of the Year: Cynthia J. Stoltz, GSFC;
Small Purchases Specialist of the Year: Marie Depin Kliment, JSC;
Grants Specialist of the Year: Irene Cierchacki, LeRC
Price Analyst of the Year: J. Paul Kamrar, ARC

Procurement Analyst of the Year: Kenneth A. Sateriale, HQ;
Procurement Support Person of the Year: Sonia M. Schriver, LeRC;
Procurement Supervisor of the Year: Randy K. Gish, JSC;
Outstanding Competition Advocacy - Installation: KSC

Congratulations to everyone who received an award and to all those talented procurement professionals who were nominated. Your work is appreciated by your co-workers, your managers, and all of us in the Office of Procurement at Headquarters.

The Third Annual Contractor Open Forum Held at JSC

by Barbara Kirkland, Johnson Space Center

An interesting thing happened at JSC on August 22, Dee Lee, Associate Administrator for Procurement, came to the Center to communicate. The happening was the third annual Contractor Open Forum which drew 160 private industry representatives from both coasts as well as participants from as far as New Jersey, Maryland, and Delaware. In addition, the forum was televised to both White Sands Test Facility and Dryden Research Center.

Communication was indeed the focus of the day as Ms. Lee openly discussed NASA's severe budget crisis and the resultant need to streamline and focus our core functions and activities. She began by citing the economics, efficiencies and changes that NASA has made and stressed that this is only the beginning. The participants were given an AA's perspective of the dynamic changes occurring at NASA and the need to continue our focus on bettering communications and improving our business practices. Successes as well as failures were discussed.

Ms. Lee discussed Performance-Based Contracting. She said NASA should draft requests for proposals and let industry comment. Her advice -- don't just draft a statement of work. These should be full and complete RFP's and NASA should not only address the comments, but encourage industry to comment on overly restrictive specifications, etc. She admitted that this would require a significant change among both the business and technical community to learn to adequately define the results

required, but the end result would be well worth it.

Ms. Lee also talked about the type of contract. "Everyone has always loved CPAF contracts," she said. Ms. Lee acknowledged that CPAF contracts were comfortable and easy to live with, but noted that award fee is not the only way to do business. NASA should learn how to ensure the good performers are allowed to perform without unnecessary assistance.

Ms. Lee also noted that there is a belief within NASA that it is bad or unacceptable to allow over a certain percent of profit/



fee (and the percent varies from Center to Center). She stressed that in a time of severe budget constraints there are real challenges on what NASA's core functions are and what we should/shouldn't be doing, and where we should be putting our resources. NASA's business side must learn how incentive works and the appropriate level of compensation.

About the Consolidated Contracting Initiative, she told the audience to "consolidate where consolidation makes sense." Ms. Lee stressed that consolidations are not a matter of throwing everything together in order to avoid running a source

board. NASA cannot experience any savings, she noted, by having the same number of COTR's serve on several source boards vs. only one.

"Don't make it such a mystery," was Ms. Lee's advice about source selections. She agreed with the representatives' concerns relating to extended source selection processes. Since delays can result in major losses in dollars, time, and resources to competitors, she stressed the need to establish a true and early competitive range and to keep the contractor community advised of what is going on. Some of the areas she emphasized were to establish and maintain open communications; use the FAR procedures and run the competition all the way through; be serious about past performance for cost, schedule and technical excellence; and give timely and meaningful debriefings.

Ms. Lee closed by taking questions from the audience and providing them with a laundry list of upcoming changes relating to both business aspects and technical requirements. These included the new rule on cost allowability on protests, government-wide review of certifications, parametric pricing, rewriting of the NASA FAR Supplement, structured profit policy, and cooperative and cost sharing agreements with industry.

Based on responses to an audience questionnaire, companies were especially interested

(continued on page 8)

Earned Value Performance Management

by Tommy Watts, Project Management Application and Development Office, Marshall Space Flight Center

NASA is putting a policy into place which will give the government program managers and contractors better integrated performance management capabilities. The Earned Value Performance Management (EVPM) policy establishes criteria for contractor management systems in providing adequate and reliable integrated performance information for management and control. Once the NASA policy Directive (NPD 9501.3) is signed by Mr. Goldin and is issued, it will provide the basis for Agencywide applications of EVPM to NASA contracts. This will be the first directive to provide for a uniform policy and basis for implementing EVPM within NASA.

\$60 Million or More

EVPM is a valuable integration tool for the NASA projects and programs in satisfying the planning and reporting requirements. The EVPM criteria applies to Research, Development, Test and Evaluation (RDT&E) contracts or subcontracts with a total estimated final value of \$60 million or more, and a period of performance greater than one year; or, production contracts and subcontracts with a total anticipated final value of \$250 million or more. It does not apply to firm fixed price contracts and time and materials contracts. Non-criteria based EVPM is required on RDT&E contracts with a total anticipated value greater than \$25 million but less than \$60 million, or production contracts

less than \$250 million. EVPM is optional on contracts less than \$25 million at the discretion of the project manager.

A Management Process

The key aspect of EVPM is that it is to be implemented as a project/program management process to enhance management and control as opposed to a financial reporting requirement. This gives the project/program manager ownership of EVPM for his/her respective project and responsibility for ensuring that it is implemented and utilized in the management and control process. With this emphasis, EVPM will provide a program baseline and common communication tool through which integrated cost, schedule, and technical performance parameters can be related to key program requirements, as well as to critical areas which may require management emphasis.

The EVPM program must be implemented in consideration of the Government Performance and Results Act (GPRA), OMB Circular A-11 Part 3, and the subsequent flowdown of performance requirements in the NASA Strategic, Management, and Implementation plans and related Center Strategic plans. The requirements to provide metrics related to the strategic plans and Center internal management needs, makes integrated performance management critical and essential to the overall project/program management process. EVPM provides a basis for managing these performance parameters.

EVPM Lead Center responsibilities include coordinating with DoD, other government agencies, private industry and industry groups such as the National Security Industrial Association. The objective of this effort is to provide for more uniform and consistent government-wide application of EVPM criteria and implementation requirements.

Benefits of the EVPM

Benefits to be derived from this effort can be significant in terms of standardized reporting, reduced reviews of a contractors' internal management control system, a single management system description for multiple government customers, and consistent surveillance at a contractors' facility which in turn can reduce government resource requirements. The Single Process Initiative (SPI) actions also benefit from this effort in that the established coordination and communication channels provide a forum for initial information exchange prior to the formal submission of an Earned Value (EV) related SPI.

The Chairperson of the NASA Program Management Council (PMC) has overall responsibility for the NASA EVPM program and has delegated the authority to implement this NPD to the NASA Chief Financial Officer (CFO). The Marshall Space Flight Center was selected by the NASA CFO as the Lead Center to implement EVPM Agencywide. In order to ensure the proper Agency coordination during the implementation

(continued on page 8)

Source Selection Changes are Here

Over the past eighteen months, NASA introduced a number of changes to its competitive source selection procedures for procurements over the MidRange thresholds. Procurement Notice 89-83 dated 7 October 1996 documents these reforms. A brief review of the major changes follow.

NASA will issue draft Requests for Proposals (RFPs), complete with sections L & M, to permit industry an early opportunity to make bid/no-bid decisions; to get industry input on the feasibility of the requirements, clarity of the proposal instructions, and wisdom of the evaluation factors; and to permit

Proposals that are no longer competitive will be eliminated as early as possible, in order to save both industry and government resources. In those cases when award cannot be made based on initial offers, NASA will use a working goal of no more than three offers in the competitive range.

informal, and presumably quicker, resolution of any problems. Unless waived by the Procurement Officer, Contracting Officers will issue draft RFPs for all procurements over \$1 million.

NASA replaced its unique competitive negotiated source selection procedures with the FAR procedures. Although they served NASA well, the NASA-unique procedures were time-consuming and resource-intensive. NASA suspected, and empirical evidence from a small pilot test validated, that the FAR procedures save time and money without eroding the quality of source selection decisions. NASA, therefore, will depend exclusively on the standard FAR

source selection process in the future.

NASA abolished "Other Considerations" as a standard evaluation factor since it rarely, if ever, became a discriminator in a competition. Those elements traditionally evaluated under "Other Considerations" should be eliminated, moved to Mission Suitability, or considered as part of any responsibility determination.

NASA will encourage awards based on initial offers. Our research discovered that, in most cases, holding discussions and evaluating Best and Final Offers (BAFOs) did not contribute to a better source selection decision. Instead, discussions and BAFOs merely increased confidence in the source selection decision. NASA determined that this added confidence did not justify prolonging the source selection process. Contracting Officers are now expected to award based on initial offers, whenever possible.

NASA will severely limit the number of offerors in the competitive range. Proposals that are no longer competitive will be eliminated as early as possible, in order to save both industry and government resources. In those cases when award cannot be made based on initial offers, NASA will use a working goal of no more than three offers in the competitive range.

Since we award so many cost-reimbursable contracts, NASA adopted an aggressive approach to incentivizing and rewarding realistically priced proposals. In competitions for cost-reimbursable contracts, NASA now requires adjustments to Mission Suitability scores

based on assessed cost realism. Competitions for cost-reimbursable contracts will establish a structured approach, typically a graduated scale cumulating at 30 percent of the available technical points, to translate a proposal's assessed cost realism into its evaluated technical score. NASA expects cost realism to figure more robustly in source selection decisions as a result.

NASA also introduced several simple changes that promise to significantly streamline the process without compromising its quality. NASA increased the dollar-value threshold for mandatory use of formal Source Evaluation Board (SEB) procedures to \$50 million. By doubling the threshold, NASA expects to reduce, by more than half, the number of source selections governed by formal procedures. In addition, NASA also significantly reduced the documentation requirements imposed on the source selection process, most notably by eliminating the requirement for a written "SEB report." Instead, evaluation results will be briefed to the Source Selection Authority.

These changes were developed from the early assessments that selected practitioners shared about the source selection process. They promise to make the source selection process less time-consuming, burdensome and expensive for both industry and NASA. Any questions regarding their applicability or implementation should be addressed to Frances Sullivan, Code HC, at 202-358-0488 or Frances.Sullivan@hq.nasa.gov.

Best Value Selection for Construction at LaRC

by Mozetta A. Edwards, Langley Research Center

In the past LaRC has generally awarded construction contracts using sealed bid procedures. While this method of contracting is relatively quick and simple once the bids are received, awarding based on price and price-related factors does not provide the opportunity to assure ourselves that the lowest bidder is capable of performing the work, nor does it provide us with the contractor's plan for accomplishing the work. Awarding to the lowest bidder has not always been in the best interest of the government. Surely, we have all had lowest bid contractors who wouldn't have received award under negotiated procedures. Because we have used sealed bid procedures, routinely award has been made to the lowest bidder. Best Value Selection (BVS) allows the government to make tradeoffs between technical approach, price, and relevant experience and past performance, and to make a selection based on the best value to the government. While awarding contracts using BVS may require more time during the award phase, the additional time may minimize modifications and contract administration efforts required during contract performance. The government is more familiar with the contracting company and its plan for construction through the evaluation of the proposal. Subsequently, since many construction contractors are not familiar with writing proposals, it is vital that the

government select evaluation criteria which will elicit the offeror best able to perform the work rather than the best proposal writer.

In August 1996, a firm fixed-price contract was awarded using BVS procedures for the erection of a major test facility which is critical to NASA. It was determined that sealed bidding was not the appropriate method of contracting for this requirement. There was a need to evaluate the offerors' approach to determine that they were capable of performing the huge, technically challenging task of erecting large, heavy steel shapes requiring complex, pre-heated, full-penetration welded joints and partial radiographic inspection, in a confined space. In addition, the project schedule was, and continues to be, so critical that the contract includes liquidated damages for failure to complete on time. Failure to complete the contract on time would result in serious financial and scheduling impacts for various projects already scheduled to run in the facility.

The Request For Proposal (RFP) included three evaluation factors: qualitative evaluation criteria (QEC), price, and relevant experience and past performance. The QEC's included evaluation of the offeror's project management plan, the plan to complete the contract on or ahead of schedule, and the understanding of complex weld joints. We used a streamlined process to evaluate the two proposals which were received as a result of the RFP.

Ratings assigned to the QEC's were "Exceeds", "Meets", or "Does Not Meet", and ratings assigned to relevant experience and past performance were "Excellent", "Satisfactory", or "Less Than Satisfactory". It just so happens that the proposal with the highest technical merit was also the proposal with the lowest price by a very small margin. But if that had not been the case, BVS allows tradeoffs between qualitative merit, price, and relevant experience and past performance. We awarded a contract to the offeror whose proposal represented the best

This has been, and continues to be, a challenging and evolving process with each new contract better than the last as we and our construction contractors learn and improve.

overall value to the government.

This has been, and continues to be, a challenging and evolving process with each new contract better than the last as we and our construction contractors learn and improve. We have since awarded another construction contract using BVS procedures, and are in the process of awarding a third. The first award took approximately four months to complete with two-three weeks expended to resolve a funding problem unrelated to the procurement process. The second award took approximately five months with three-four weeks expended to address the successful offeror's use of a letter of credit in lieu of a

(continued on page 14)

Open Forum

(continued from page 4)

in topics dealing with cost control, source selection, and Performance-Based Contracting. Of the many questions asked, some dealt with subjects such as government-furnished property, past performance, ISO 9000 standards, outsourcing, methods of reporting small business goals, whether NASA's computer systems are 2000-compatible, and how the management reform act of 1994 affects NASA.

Of the people who responded to the questionnaire, all of them found the session beneficial.

Comments included: "It was a very good briefing. It helps contractors prepare for the future." "This built confidence that NASA really wants to change." "It opened doors and removed barriers." "It provided valuable insight into NASA's procurement process." "This session was extremely beneficial in understanding NASA's new initiatives and changes. I wish this message could get to all the NASA centers and contracting officers and program managers."

The forum received outstanding overall ratings, and the general consensus from the audience was that the forum was definitely worth the time and travel. Participants indicated they were impressed with Ms. Lee's candid, open discussions and would like to see this type of format offered on a semi-annual basis.

The Office of Procurement is looking into having these meetings on a more frequent basis.

Earned Value

(continued from page 5)

process, EVPM Focal Points have been appointed by each of the NASA Center Directors to serve as a member of the Focal Point Council. Implementation procedures and appropriate processes will be developed and implemented through this council in the effort to provide for consistent and uniform application of EVPM throughout the Agency. Implementation activities will require the emphasis and

support through the PMC to the respective projects and programs.

The implementation strategy must include acquisition requirements and responsibilities to ensure that applicable contracts include the appropriate EVPM provisions. Acquisition management will have a significant role in assuring that EVPM requirements are included in the procurement process. Center EVPM Focal Points should be included

in the establishment of EVPM requirements and related portions of the statement of work for new projects and programs, the development of RFPs, proposal evaluations and discussions with the contractor on the proposed implementation of the contractor's management control system.

Contract Files and E-Mail

NASA's Chief Information Officer issued CIO Executive Notice 12-96 on February 20, 1996. The Notice reminds NASA employees that electronic mail is an informal type of communication involving temporary storage of messages. E-mail is not to be used as the primary way to document official Agency business.

FAR subpart 4.8 and NFS subpart 1804.8 prescribe the requirements for documenting contract files. In response to the CIO Executive Notice, Procurement Management Survey Teams will review contract files to ensure that, for contracts awarded and administered using electronic commerce, Contracting Officers are complying with the filing requirements under the FAR and NFS.

Metrics for Performance-Based Contracting

by Bill Childs, Headquarters Analysis Division

A Performance-Based Contract (PBC) is one in which the SOW describes the purpose of the work, or the results to be achieved, rather than the manner by which the work is to be performed or the type of work to be conducted. The use of PBCs is another step in the government-wide movement to place more responsibility on the contractor.

There is a great deal of interest in PBCs at high levels within the government. We expect that NASA's annual report to the Office of Management and Budget, as required by the Government Performance and Results Act, will include PBC data. To avoid frequent calls on the centers to gather PBC statistics, we are adding a new data element to the NF507. This element will allow us to automatically identify PBC contracts and sort out any information regarding such contracts that outside agencies ask us for. This change to the NF507 is included in PIC 96-8, dated September 19, 1996.

The new element, block 74 on the NF507, requires a yes/no answer. This answer should be based on whether the majority of the effort, as measured by contract value, is PBC. As with all the data elements, accurate reporting of PBCs is important, because the data is often used in making decisions both internal and external to NASA that can significantly affect the Agency.

Kaufhardt Peer Awards Recognize Chosen Few Women Acknowledged for Contributions, Leadership, Dedication

by Wanda Snyder

Joanne Comstock (Code JAI) and Marie Dorish and Dee Morrison (Code JAC) were recognized by their peers for their achievements and accomplishments at an annual ceremony on August 22.

These three individuals were presented the Leslie A. Kaufhardt Peer Award for their contributions to their branch, the JA Division, other Center personnel and customers. Comstock was recognized for her contributions to the use of the Acquisition Home Page on the Internet, as well as her efforts to streamline the SBIR, MidRange and grant process. Dorish was recognized for her numerous

contributions to the division, particularly in the implementation and use of the MidRange procedures and for her expertise in the MidRange procurement. Morrison was recognized for her dedication and support of branch and division goals. Her methods for quick review and work accomplishment have enhanced work satisfaction within the branch and she is an outstanding mentor to other contract specialists.

The award winners have contributed to improved performance, efficiency and moral, which has strengthened relationships within the division and with other directorates.

(Reprinted from the Astrogram newsletter at Ames Research Center)

The NFS Rewrite Goes On!

The National Performance Review urged agencies to streamline and clarify their regulations. In response, the Office of Procurement is rewriting the NASA FAR Supplement (NFS). The goals of the rewrite are to establish the FAR as the primary procurement regulation and develop NFS coverage only when required by the terms of the FAR or by Agency-unique interest. The result will be a document one-half the size of its predecessor that significantly increases contracting officer latitude and responsibility.



The NFS is being rewritten in increments that contain blocks of NFS parts. Once drafted, the increments are distributed for Center comment before issuance in Procurement Notices. To date, rewritten parts 1801 through 1833 (except 1813, 1819, and 1827) have been published, parts 1834 through 1841 will be published in January 1997, and the remaining parts in the first quarter of 1997. Once all the parts are rewritten, a new version of the entire NFS will be published.

New Protest Procedures

by Paul Brundage, Headquarters Program Operations Division

During the summer of 1996, NASA instituted new procedures for responding to bid protests filed with the General Accounting Office (GAO). While the revised procedures result in Code GK at Headquarters performing most of the work, responsibility for NASA's decision on whether to proceed with defense of a protest continues to reside with the Assistant Administrator for Procurement. Moreover, the primary responsibilities of the contracting officer, e.g., timely production of relevant documents from the procurement file, timely submission of the contracting officer's Statement of Facts, and review of the Agency report before submission to the GAO, are not affected significantly. Some remarks regarding the revised procedures and Code GK's approach to them follow.

Shortly after the protest has been filed, Code GK usually schedules a conference call with

members of the "protest team" (usually including the contracting officer, a representative from Code HS, a representative from the Chief Counsel's Office, and perhaps a representative from the requiring office.) The facts surrounding the procurement under protest, whether to defend it, and a schedule for actions, e.g., preparation of CO's statement, production of documents, etc. are usually discussed at that time.



The Associate Administrator for Procurement's final decision to defend the protest usually cannot be made until relevant documents, e.g., SEB reports,

CO's statement, are received and reviewed at HQ. Following review and evaluation of the documents and any discussions with the CO, Code HS will recommend, with the advice of GK, whether the Associate Administrator for Procurement should defend the protest. This event will usually occur about one week before the Agency report is due at the GAO. When the AA for Procurement elects to defend, the Agency report must be filed at the GAO within 30 calendar days after the GAO notifies NASA of the protest.

The revised procedures seek to keep the GAO protest process as uncomplicated, informal, and expeditious as possible. Questions concerning these procedures should be addressed to Paul Brundage, Code HS, (202) 358-0481, or Sumara Thompson-King, Code GK, (202) 358-2075.

Changes Underway at NASA Headquarters

Last Spring the Administrator announced there would be a reduction in the size of Headquarters. Shortly after that, the Office of Procurement was given a new "go to" number of 44. The number of people then working in Code H was 64. Since that time, Code H has seen a net reduction of 14 people. The majority of them left January 3, many of them took the buyout; others went to new jobs in the government.

In order to deal with the personnel losses, and realign the workload to allow Code H to

function effectively with a substantially smaller staff, some people and some functions are moving. A copy of the updated organizational staffing chart has been sent to each Procurement Officer.

Here are the functional changes: Code HS, the Program Operations Division, will have the data collection functions and the surveys in addition to the liaison work it has been doing in the past. Code HK, the Contract Management Division, is continuing the contract management and policy activities. It will take

over some functions from HC (primarily the pricing/finance policy, Performance-Based Contracting and the Single Process Initiative). Code HC, the Analysis Division, will continue its focus on developing and executing initiatives and is picking up the Career Development and Consolidated Contracting Initiative. When initiatives move from the development phase into implementation, they will be turned over to Code HK or HS as appropriate.

Cash Management: A Review

by Bill Childs, Headquarters Analysis Division

At a recent industry conference, a contractor asked why NASA continues to practice cash management, i.e., “aging” or holding invoices for 30 days before payment. The contractor would like NASA to pay faster. This same issue was raised a few years ago. It was decided at the time that no change in payment practices was appropriate.

OMB Circular A-125 implements the Prompt Payment Act and specifies that payments shall be made as close as possible to the due date. It prescribes a standard due date of 30 days after receipt of invoice, with some exceptions for certain items. At OMB’s request, the Treasury Department is currently developing a substantial revision of the Circular, but this aspect is not being changed. FAR 32.906 summarizes the pertinent parts of this policy. Agencies may prescribe other policies, if appropriate based on contract pricing or administration considerations.

The Defense Department prescribes payment dates of

seven days for progress payments and 14 days for interim payments under cost-type contracts. These standards predate the Prompt Payment Act and Circular



A-125. OMB has not challenged DoD on this deviation. DoD’s payment offices have authority to issue payments directly, whereas civilian agencies issue instructions to Treasury, which issues the payments. This makes it difficult for civilian agencies to deviate from the rule on a class basis.

An examination of the regulations of 10 other civil agencies, including GSA, Agriculture, DOE, DOT, and EPA all are either silent (and therefore utilize the FAR rule) or specify

the 30-day rule as a standard, subject to case-by-case deviations. The Treasury Department advised that, to the best of their knowledge without doing a specific search, all agencies other than DoD use the 30-day rule, except for micro-purchases.

The Headquarters Financial Management Office in Code B advises that the standard in industry is to age invoices at least 30 days, and possibly longer; JPL typically ages their invoices 60 days. At OMB’s request, Code B tracked the savings of the 30-day policy for a few years, and reported it as approximately \$14 million per year. (OMB has discontinued this reporting requirement.)

Procurement Notice 89-44 revised NFS 1832.906 in September 1993, to make clear that we can negotiate payment earlier than 30 days, if the consideration is greater than the cost of interest to the Treasury. We do not anticipate any change in payment policy to allow faster payment on other than such a case-by-case basis.

Empowerment Contracting

On May 21, 1996, President Clinton signed Executive Order 13005, entitled “Empowerment Contracting.” The purpose of the EO was to strengthen the economy and secure broad-based competition for federal contracts by fostering growth of federal contractors in economically distressed

communities. Ensuring that those contractors become viable businesses for the long term will enhance competition and promote economy and efficiency in federal procurement.

EO 13005 directed the Department of Commerce, in consultation with other agencies

— including NASA, OFPP, GSA, DoD, and SBA — to develop policies and procedures to ensure that, in unrestricted competitions, federal agencies grant qualified large and small businesses appropriate incentives to encourage business activity in

(continued on page 12)

Consolidated Contracting Initiative Means Sharing the Goods

by Ron Crider, Headquarters Management Division

The idea behind CCI is to establish a group of contracts that NASA centers, NASA prime contractors (with Contracting Officer approval), and other interested government agencies may use to satisfy their requirements for many common goods and services. CCI is designed to do this without the time and expense associated with conducting several separate solicitations and awards. CCI is not intended to replace all of the individual procurements that NASA conducts each year. It can, however, eliminate most repetitive and/or redundant acquisitions which will reduce NASA's administrative costs and shorten the time it takes to get goods and services into the

hands of users. It will also free up limited acquisition resources so they may be used on other, more critical and/or complex acquisitions.

Think of CCI as an electronic store where you can go to have your everyday needs (requirements) met quickly at fair and reasonable costs. You will be able to make your purchases with confidence knowing that all applicable Federal Acquisition Regulations (FAR) and, for NASA contracts, the NASA FAR Supplement clauses, were followed in making all awards. If you are in doubt about the ability of a listed contract to meet your user's requirements, feel free to call the procurement

and/or technical contacts identified in each contract listing.

CCI is a management process and not a new contract type. CCI is, therefore, compatible with all contract types cited in the FAR. It is also designed to be complimentary to other NASA initiatives such as performance-based contracting, streamlined source selection and electronic commerce. CCI is to be considered for all requirements for goods and services that will be acquired from business firms in excess of the Simplified Acquisition Threshold (\$100,000). New requirements that cannot be met through

(continued on page 18)

Empowerment Contracting

(continued from page 11)

“areas of general economic distress,” where the incentives would promote the EO's stated policy. The incentives contemplated by EO 13005 include both price and evaluation credits.

“Areas of general economic distress” are defined in the EO, principally as areas that have a poverty rate of at least 20 percent. In order to qualify for an empowerment contracting credit, a large business would have to (1) employ a significant number of residents from the area of general economic distress; and either (2) have a significant physical presence in the area or (3) have a direct impact on generating significant

economic activity in the distressed area. A small business would have to meet only one of the three criteria.

On September 13, 1996, the Department of Commerce published in the Federal Register (61 FR 48463 - 48465) for public comment a set of proposed guidelines intended to serve as the basis for a proposed FAR revision. Commerce is proposing a phased implementation of the program in which the procuring agencies, with the concurrence of the Department of Commerce, would identify specific procurements to which the program

would apply. At the conclusion of the phased implementation, the program would be evaluated to assess whether it was meeting its goals; i.e., whether it (1) stimulated economic activity (through job creation, new investment, etc.) in areas of general economic distress and (2) benefited the federal procurement system.

Comments on the guidelines proposed by Commerce were requested on or before October 15. The deadline was extended to December 1.

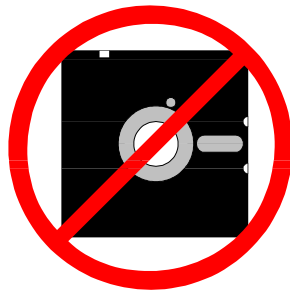
Contract Provisions for Export-Controlled Data

by Susan Shockcor, Langley Research Center

In the performance of a contract, NASA may require contractors to provide commodities, software, or technical data to foreign persons. Transfer of commodities, software, and/or technical data that is not publicly available is subject to U.S. Export Administration Regulations (EAR), administered by the Department of Commerce, or the International Traffic in Arms Regulation (ITAR), administered by the Department of State. ITAR covers items on the United States Munitions List, including space launch vehicles; rockets and rocket engines; certain spacecraft, including remote sensing satellite and communications satellites systems; certain global positional system receiving equipment; certain aircraft; and components, parts, accessories, attachments, and associated equipment designed for the aforementioned articles. EAR covers items on the Commercial Control List, which

addresses everything not covered by the USML, including the Space Station.

ITAR and EAR violations carry criminal and civil penalties of fines and imprisonment: ITAR, up to \$1 million fine per violation, and 10 years imprisonment per violation; EAR, up to \$100,000 fine per violation, and 10 years imprisonment.



NASA prime contracts should contain a provision that allows NASA to convey applicable exemptions, general licenses, existing export licenses or other approvals available to a federal Agency under the U.S. export control laws, to the contractor, or its subcontractor,

for the export of export-controlled technical data, commodities, and/or software. The written direction should identify the nature of the commodity, software, and/or technical data to be conveyed; identify the appropriate exemption, license, or international agreement that has been established between NASA and the foreign person; cite the provisions governing use and dissemination of the export-controlled data, including the requirement for marking or identifying the data as export-controlled.

NASA has established an internal Export Control Program with Export Administrators and Counsel at Headquarters and each Field Center. In the event that your contract requires a contractor to provide export-controlled commodities, software, and/or technical data to foreign recipients, contact your Center's Export Administrator and Export Counsel.

NASA Export Control Officials

Center	Name	Phone #	Center	Name	Phone #
ARC	Paul Pinault	415-604-5206	KSC	David Moxley	407-861-6430
	George Sloup	415-604-5959		Donald Schiller	407-867-2556
DFRC	Joe Ramos	805-258-3106	LARC	Joseph Mathis Jr.	757-864-2592
	Terry Mahurin	805-258-3047		Greg Larosa	757-864-3221
GSFC	J.R. Hedgpeth	301-286-7964	LERC	Gary Horsham	216-433-8316
	Keith Dixon	301-286-9279		Eli Naffah	216-433-2639
HQ&JPL	Robert Tucker	202-358-0900	MSFC	George Hopson	205-544-1735
	John Hall	202-358-2070		James McGroary	205-544-0013
	Paula Geisz	202-358-1620		Wayne Shelton	205-544-2036
JSC	Bill Clark	281-483-6506	SSC	F. Kailiwai-Barnett	601-688-2004
	Donna Bartoe	281-483-1008		Ken Human	601-688-2164
Station	J. Mason-Korecki	281-244-8084		Linda Slade	601-688-2164

Cooperative Agreements: The View From Here

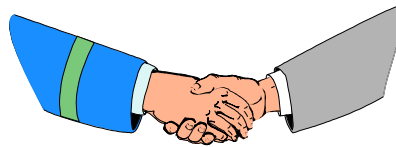
by Robert A. Democh, NASA Management Office-JPL

NASA is promoting the use of Cooperative Agreements with for-profit organizations. The intent is to assist firms in advancing and commercializing those technologies in which the government has unique capabilities. This in turn should increase the amount of technology NASA can transfer to American business.

The NMO was the first NASA organization to place a cooperative agreement with a for-profit under the Technology Reinvestment Project (remember TRP?). We were also the first NASA office to revoke a cooperative agreement with a for-profit. In addition, we subsequently awarded and revoked a cooperative agreement with a university. Our experience with both for-profit and non-profit organizations highlighted some of the challenges in administering these unique instruments.

Here are some suggested guidelines for administering cooperative agreements. Following them will not eliminate problems, but should optimize the potential for a successful performance outcome:

1. Emphasize throughout negotiations that the contractor will be performing under a cooperative agreement, not a grant. Remind them the negotiated agreement will specify fixed dollar amounts and that all NASA payments will be tied to demonstrated technical accomplishments, not the mere passage of time. Be cordial but maintain an arm's length relationship with the contractor at all times. This reaffirms you are not treating the agreement like a grant.



2. Cultivate open communications with your agreement technical officer. Early notification of performance difficulties affords you the opportunity to moderate potential schedule or financial problems. Developing a basic understanding of the project objectives will also enable you to administer your agreement more efficiently.

3. Conduct regular on-site reviews at the contractor's facility and ask probing questions. Pay close attention to resource sharing data to ensure the contractor is bringing cash and non-cash contributions "to the table" when promised. Set short suspenses whenever you hear things like "I need to research that and get back to you."

4. Maintain a healthy skepticism of contractor proposals to operate faster, better, and/or cheaper which are not supported by a defined statement of work and verifiable cost estimates.

5. Unforeseen changes are a virtual certainty in projects pushing the state-of-the-art. Some will not succeed. Be prepared to modify the agreement to reflect changed conditions where appropriate. You have considerably more flexibility to revise a cooperative agreement than you would a contract.

6. The threat of revocation is a powerful tool. In fairness to the contractor, use it only if you are fully prepared to conclude the agreement.

Best Value

(continued from page 7)

bid bond. Therefore, the BVS process has averaged approximately four months versus two months to award a construction contract using seal bid procedures. The additional time required for BVS is well worth it in order to select the best value for the government by evaluating

qualitative merit, price, and relevant experience and past performance. NASA LaRC will continue to award construction contracts using BVS when it is necessary to evaluate approach, have discussions with offerors, or when other factors are equal to or more important than price.

Do You Know Someone Who is Leaving?

If you know people who are leaving your Center and you would like to have recognized, please send the information about them to:

susie.marucci@hq.nasa.gov

Partnership Options with NASA

Under NASA's authorizing legislation, the NASA Space Act of 1958 (42 U.S.C. 2451), the Agency must conduct its activities so that they contribute to the preservation of the role of the United States as a leader in aeronautical and space science and technology and their applications. NASA also is responsible "to provide for the widest practicable and appropriate dissemination of information concerning its activities and the result thereof." To accomplish this goal, NASA enters into many types of partnerships with industry. This article outlines some of these partnership options, including a brief description of the purpose and goals of the legal agreements, as well as funding rules and approaches. Determinations regarding NASA's level of participation, funding and/or partner reimbursement are made based on the principal purpose of the agreement and relative interest of the parties.

Reimbursable Space Act Agreement

A public or private party wishing to advance its own research and development (R&D) efforts may enter into an agreement to reimburse NASA for the use of its facilities, personnel or equipment. Essentially, NASA is paid for providing a good and/or service. However, NASA may not compete with the private sector and may only provide the good or service if an equivalent is not reasonably available on the commercial market. While the terms, conditions and schedule are negotiable, NASA must be paid in advance for each stage of the effort.

Nonreimbursable Space Act Agreement

This refers to a collaborative effort where NASA and another party (ies) contribute personnel, use of facilities, equipment or technology. The party must be able to adequately demonstrate (1) the relevance of the proposed activity to a NASA mission or program requirement and (2) that the contribution is adequate as compared to that of NASA. Each party agrees to fund its own participation under this agreement.

Memorandum of Understanding

This is a statement of policy, practice or intention affecting a matter of concern to both NASA and the entity. An example is a statement establishing intent to work together in the future. No funds or resources are exchanged between NASA and the entity.

Chiles Act Cooperative Agreement

This is a collaborative effort between NASA and an industry partner(s) to stimulate and support innovative new technologies and products for commercialization via technology research, development and/or deployment. The agreement helps the industry partner carry out a public purpose within NASA's mission and permits NASA to leverage the private sector's technological know-how and financial investments. Substantial involvement between NASA and the other party is required. An example is a NASA-industry cooperative agreement to jointly fund, research and develop a high-risk technology for potential dual-use applications.

Cash or an in-kind contribution by the industry partner is required, with a general target of at least 50 percent participation. Cost sharing, payment schedules and other financial arrangements are open to negotiation. Independent R&D funds are permitted as part of the cost-sharing arrangement.

Joint Sponsored Research Agreement

This refers to a collaborative R&D effort to conduct joint sponsored research with individual companies and consortia. NASA may provide resources, which include funds, services, equipment, information, intellectual property, personnel or facilities, on a shared or pooled basis for the purpose of developing and commercializing dual-use technology.

Cash or an in-kind contribution by the industry partner is required and must be in reasonable proportion to funds committed by NASA. Equal cost sharing is the goal.

(continued on page 16)

Partnership Options

(continued from page 15)

Small Business Innovation Research (SBIR)

This is a contract awarded to small businesses for R&D with a federal agency. The SBIR program is designed to stimulate U.S. technological innovation, use small businesses to meet federal R&D needs, encourage participation by socially and economically disadvantaged small business concerns and women-owned small business concerns in technological innovation and increase private sector commercialization of innovations derived from federal R&D.

The program has three funding and development phase options. Phase I is a six-month study to establish the feasibility and technical merit of a proposed innovation. The SBIR funding guideline maximum does not exceed \$100,000. Phase II is the major R&D effort usually lasting 24 months. Greater emphasis of commercial potential for nongovernment uses is required, and the SBIR funding guideline maximum does not exceed \$750,000. Phase III completes the development of a product to make it commercially available. Financial resources must be obtained outside the funding for SBIR. Federal agencies may fund Phase III for follow-on work of an innovation for its own use.

Small Business Technology Transfer (STTR)

A contract is awarded to small businesses for cooperative R&D with a research institution (non-profit research organization, including federally funded R&D centers) to transfer technology developed by universities and federal laboratories into the private marketplace through the entrepreneurship of a small business.

The program has three funding and development phase options. Phase I projects receive up to \$100,000 in funds for a one-year feasibility and technical merit study of a proposed innovation. Phase II is a two year major R&D effort, with greater emphasis on the commercial potential of the technology. Funds do not exceed \$500,000. Phase III completes the development of a product to make it commercially available. Financial resources must be obtained outside the funding for SBIR. Federal agencies are encouraged to fund Phase III for follow-on work of an innovation for its own use.

(Reprinted from *Space Technology Innovation Magazine*, September/October 1996.)

The Basic Ways to Do Business with NASA

Contracts

Contracts are mutually binding legal relationships that obligate a contractor to furnish needed supplies or services, and NASA pays for them. Contracting activities are governed primarily by the Federal Acquisition Regulations (FAR) and the NASA FAR Supplement. Continuing initiatives by the Office of Procurement have targeted areas that will not only improve the procurement process, but also the overall NASA business operation. NASA's Strategic Plan states that we will create an environment in which companies engage in NASA contracts not simply for immediate profits, but to gain value from the partnership between government and industry.

Grants

A grant is a legal instrument that transfers a thing of value (usually money) to the grantee to accomplish a public purpose. Generally, this is used to accomplish research. Unlike contracts, there is no deliverable (except for a report), they are not awarded to for-profit organizations, and administrative efforts are held to a minimum to preserve dollars for research.

Cooperative Agreements

Similarly, a cooperative agreement is like a grant but it also requires substantial involvement between NASA and the recipient. Traditionally, NASA has awarded cooperative agreements to only non-profit and educational institutions. However, they are now being awarded to for-profit organizations, thereby increasing the amount of technology NASA can transfer to American businesses and the taxpayer. (See the Chiles Act Cooperative Agreement section in the article above for more information.)

FY 1997 - OFFICE OF PROCUREMENT SCHEDULE ACQUISITION DEVELOPMENT INITIATIVE COURSES

	CLASS DAYS	TITLE	CLASS SIZE	DATES	SITE
CON-2X2	5	INCENTIVE CONTRACTING	25	01/13/97 - 01/17/97	GSFC
CON-231	10	IN'MED. CONTRACT PRICING	25	01/21/97 - 01/31/97	ARC
CON -2X3A	5	PBC/NON-ROUTINE **	25	02/03/97 - 02/07/97	SSC
CON - 2X3A	5	PBC/NON-ROUTINE**	25	02/24/97 - 02/28/97	LaRC
CON-2X2	5	INCENTIVE CONTRACTING **	25	03/17/97 - 03/21/97	LeRC
CON-201	10	CONTRACT LAW	25	03/17/97 - 03/28/97	R*
CON-231	10	IN'MED. CONTRACT PRICING	25	03/17/97 - 03/28/97	W*
CON-3X1	5	NEW SEB "PILOT"***	25	03/31/97 - 04/04/97	GSFC
CON-3X1	2	SEB REFRESHER**	30	03/31/97 - 04/04/97	GSFC
CON-333	5	MANAGEMENT FOR CONTRACTING EXECUTIVES	25	03/31/97 - 04/04/97	R*
CON-3X1A	5	NEW SEB**	25	04/21/97 - 04/25/97	ARC
CON-3X1A	2	SEB REFRESHER**	30	04/21/97 - 04/25/97	ARC
CON-2X2	5	INCENTIVE CONTRACTING**	25	04/28/97 - 05/02/97	ARC
CON-3X1	5	NEW SEB**	25	05/12/97 - 05/16/97	LeRC
CON-3X1	2	SEB REFRESHER**	30	05/12/97 - 05/16/97	LeRC
CON-104	15	CONTRACTING PRICING	25	05/19/97 - 06/06/97	R*
CON-2X2 &CON-2X	5	INCENTIVE CONTRACTING & PBC FOR COS**	50	10/07/96 - 10/11/96	MSFC
CON-2X2	5	INCENTIVE CONTRACTING **	25	11/04/96 - 11/08/96	ARC
CON-2X3	5	PBC FOR COS**	25	11/18/96 - 11/22/96	LeRC
CON-2X3A	5	PBC/NON-ROUTINE "PILOT"***	25	12/02/96 - 12/06/96	GSFC
CON-2X3	5	PBC FOR COS**	25	12/09/96 - 12/13/96	LaRC
CON-2X2	5	INCENTIVE CONTRACTING	25	01/13/97 - 01/17/97	GSFC
CON-231	10	IN'MED. CONTRACT PRICING	24	01/21/97 - 01/31/97	ARC
CON-2X3A	5	PBC/NON-ROUTINE **	25	02/03/97 - 02/07/97	SSC
CON-2X3A	5	PBC/NON-ROUTINE**	25	02/24/97 - 02/28/97	LaRC
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CON-231	10	IN'MED. CONTRACT PRICING	25	03/17/97 - 03/28/97	W*
CON-3X1	5	NEW SEB "PILOT"***	25	03/31/97 - 04/04/97	GSFC
	2	SEB REFRESHER**	30	03/31/97 - 04/04/97	GSFC
CON-333	5	MANAGEMENT FOR CONTRACTING EXECUTIVES	25	03/31/97 - 04/04/97	R*

(continued on page 19)

Consolidated Contracting Initiative

(continued from page 12)

existing CCI contracts must be posted on the CCI Planning screen for potential users to see.

CCI does not require the mandatory use of any contract as a part of this initiative. We believe that the merits of saving both time and money will motivate centers to explore and combine requirements in the spirit of this initiative wherever it is practicable to do so. Notwithstanding, CCI will contain some contracts that have been designated by NASA as "mandatory use contracts" (such as the Cost Per Copy contract) because they are generally structured to support the needs of more than a single NASA user and, therefore, are compatible with the intent of this initiative. In such cases, a mandatory use note, provided by the sponsoring Center, will appear in block 7, "Unique Features Or Use Restrictions," of the contract's listing to alert users.

Information about CCI can be found at the Internet address

<http://msfcinfo.msfc.nasa.gov/cci/first.html>. You may wish to bookmark its address for quick access. Please feel free to share this address with your technical contacts, prime contractors, and colleagues from other government agencies. When you access this site you will be greeted by a Welcome screen with five lists for you to choose from. Your choices are: 1) a NASA Contract Resource List (which shows up and running contracts you may use now); 2) a list of NASA-Wide Acquisition Plans (which shows what is almost ready for you to order from as well as things just entering the acquisition pipeline that, if time permits, you could piggyback and join); 3) an Inter-Agency Contract Requirement List (which identifies other federal Agency contracts that are available for NASA to use); 4) a List of SIC Codes with point and click descriptions to help narrow searches; and 5) a list of Center CCI Focal Points.

These individuals, appointed by the Procurement Officer at

each NASA installation, will, among other things, be available to assist you in navigating, understanding and, in general, getting the most productive use possible out of CCI at the operational procurement level. You are encouraged to log onto CCI and read the general summary you will find under "About NASA's CCI." When you finish, read the "Guidance" provided to help you understand and utilize CCI. Then, we suggest you browse through the various screens to get an idea of what is currently available through CCI. Remember, if you have questions, please feel free to call your CCI Focal Point or, if one has not yet been appointed at your Center, Ron Crider, Code HK, at (202) 358-0428.

We hope you find CCI a useful tool and support it through both your use of the contracts listed as well as offering up new contracts that can be added to the list.

Exceptional Service Medal Given to KSC Contracting Officer

KSC's Rene E. Paquette was one of three NASA employees awarded the NASA Exceptional Service Medal by Administrator Dan Goldin at a ceremony held in Washington, D. C. on September 24, 1996.

Rene also is a recipient of NASA's Contract Manager of the Year Award (1995) and the Astronaut Corps' coveted

Silver Snoopy Award.

As the lead contracting officer at Kennedy Space Center for the 10 year, \$1.8 billion Base Operations Contract, Rene is responsible for contract oversight involving the management operation, maintenance and engineering of KSC utilities and facilities and other operations

such as: technical and administration operations, health, fire and security at KSC. Rene was cited for his "significant support of the Agency's programs in the small business, technical and procurement arenas."

ACQUISITION DEVELOPMENT INITIATIVE COURSES

(continued from page 17)

	CLASS DAYS	TITLE	CLASS SIZE	DATES	SITE
CON-3X1A	5	NEW SEB**	25	04/21/97 - 04/25/97	ARC
	2	SEB REFRESHER**	30	04/21/97 - 04/25/97	ARC
CON-2X2	5	INCENTIVE CONTRACTING**	25	04/28/97 - 05/02/97	ARC
CON-3X1	5	NEW SEB**	25	05/12/97 - 05/16/97	LeRC
	2	SEB REFRESHER**	30	05/12/97 - 05/16/97	LeRC
CON-104	15	CONTRACTING PRICING	25	05/19/97 - 06/06/97	R*

“*R - RAMADA INN, HAGERSTOWN, MARYLAND”

“*W - WALLOPS FLIGHT FACILITY, WALLOPS ISLAND”

*HQ - LIMITED TDY ATTENDANCE FROM CENTERS

**COURSE FOR PROCUREMENT AND TECHNICAL PERSONNEL

(HQ/CODE H PAYS FOR PROCUREMENT PERSONNEL ONLY)

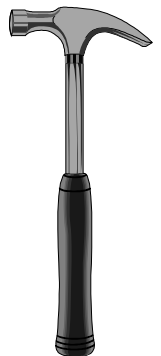
For More Information, call Lillian Stone at (202) 358-0473.

Procurement Employees Receive Hammer Awards

On September 20, 1996, the Vice President’s Hammer Award was presented to several teams in recognition of their achievements in streamlining the government.

One of the teams honored included four people from NASA Headquarters Office of Procurement: Bill Childs, Ron Crider, Carl Eichenlaub, and Bruce King. These people all participated on interagency groups that took the concepts laid out in the Federal Acquisition Streamlining Act and developed government-wide implementation policies and procedures. The groups addressed issues in pricing, contract award, small purchases, special contracting methods, and acquisition of commercial items.

The awards were presented by the Secretary of Defense, William J. Perry, on behalf of Vice President Gore, whose campaign duties made him unable to attend.



Modification Of Existing Contracts Relative To FASA

The Federal Acquisition Streamlining Act (FASA) of 1994, Public Law 103-355, made major changes in federal procurement. Section 10002 of FASA states that the changes mandated by FASA can be applied to contracts awarded

before FASA without consideration, upon request by a contractor, to incorporate changes authorized by FASA. It further states that renegotiation or modification of contracts is not required.

This section of FASA has been included in the FAR at

43.102 via FAC 90-38 as an interim rule. The policy stated at 43.102 encourages, but does not require, Contracting Officers to make appropriate modifications to contracts, without consideration, upon the request by a contractor.

Procurement Countdown

Procurement Countdown is published by NASA’s Office of Procurement.

Editor.....Susie Marucci
(202) 358-1896