



Federal Acquisition Insight

August 2005 Edition

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From the Desk of the Director

by Gloria Sochon

Members of the acquisition community joined in a premiere training event at FACE 2005. Attendees heard from key leaders about the role and importance of acquisition in accomplishing agencies' missions. Attendees also learned about emerging issues such as contingency contracting, strategic sourcing, and acquisition workforce initiatives. They received information to help shape smarter business arrangements and improve efficiency, including new offerings under the Integrated Acquisition Environment, Section 508, and SmartBuy, as well as practical tools to support green purchasing, small business goal achievement, performance-based service acquisitions, and more.

But the speakers and topics arranged by the sponsors of FACE are not the only way that learning happened. Attendees also learned from each other, exploring issues and exchanging ideas with practitioners from other agencies and from industry. Networking opportunities are a key benefit of such events and help shape our identity as a community.

We thank the attendees, speakers, and exhibitors who helped make FACE 2005 FAI such a success! FAI and our partner sponsors are planning training events for next year. Watch for news of 2006 events in the coming months.

FACE 2005: Mission Accomplished

The 2005 Federal Acquisition Conference and Exposition (FACE) was held June 7 - 8 at the Washington Convention Center. Participants at the two-day event had a chance to listen to the views of U.S. Rep. Tom Davis of Virginia; David Safavian, Administrator for Federal Procurement Policy; and Deidre Lee, Director, Defense Procurement and Acquisition Policy, Department of Defense (DOD), along with more than 60 federal acquisition experts from 34 federal agencies and industry organizations.

"Mission Possible through Acquisition", this year's FACE theme, reflected the federal government's commitment to contracting as a key component in how agencies purchase goods and services needed to fulfill their missions. Conference sponsors are the Chief Acquisition Officers Council (CAOC), the Federal Acquisition Institute (FAI), the General Services Administration (GSA), and DOD.

"The FACE Expo, with its full range of training on the latest acquisition issues and a multitude of exhibitors' products and services, provides an exceptional opportunity for the acquisition community," said GSA Administrator Stephen A. Perry. "It has become a major event, because it offers agencies a chance to learn about the many procurement options available to them. Equally important, FACE is another building block in the campaign to 'Get it Right' in federal contracting."

Deidre Lee welcomed the opportunity to meet with the contracting officers, specialists, technical and contracting officer representatives, program managers, and private contractors.

"DOD fully supports all efforts to provide the best value for federal agencies and the U.S. taxpayers," said Lee, who spoke at FACE. "The more we work together to achieve these goals, the more we'll succeed."

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To find out what's new with FAI, visit us at www.fai.gov.
New to the site:

- *FACE 2005 Presentations*
- *"Performance-Based Services Acquisition" seminar video*

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Note: All photos taken during FACE 2005.	

The conference was also supported by David H. Safavian, Administrator for Federal Procurement Policy, Office of Management and Budget.

“The acquisition workforce plays a critical role helping agencies achieve their mission goals — but they do not work alone,” said Safavian, who also addressed the conference attendees. “Public and private sector practitioners, executives, academia, and industry come to FACE 2005 to discuss issues of importance to the acquisition community. The continued success of this event reflects how closely our communities are working to demonstrate results for the nation.”

Plenary Sessions included an exploration into the important role of contingency contracting in Iraq and Emergency Response. Over 800 people registered to attend this year’s conference, including 43 Exhibitors. Attendees were able to choose from five concurrent topics during each breakout session that informed them of the latest acquisition issues, trends, and best practices, and provided practical tools to support their daily work. Sessions covered a range of topics including human capital, competitive sourcing, program management, and e-government initiatives. Breakout sessions were presented by senior procurement executives, program managers, industry partners, and agency experts. Copies of some of the breakout session presentations can be found at www.fai.gov/face by selecting the “Breakout Sessions” link.



FACE 2005 Attendees



Emily Murphy, FACE 2005

Contractor Performance Reporting Update

by Lisa Cliff, Integrated Acquisition Environment, Office of Communications

In March, the Office of Management and Budget (OMB) Office of Federal Procurement Policy (OFPP) convened a team to review the process of reporting contractor past performance information that is used by the federal acquisition community. During this time of rework, the requirements to report performance data and use it in accordance with the FAR and OFPP guidelines are still in effect. Reports should be submitted to the appropriate reporting system for each agency (NIH Contractor Performance System, Navy Contractor Performance Assessment Reporting System, etc.) and retrieval should be via the common Past Performance Information Retrieval System (PPIRS). These systems are all active and continue to be the method for completing government performance evaluations.

OFPP issued a publication in May 2000 entitled “Best Practices for Collecting and Using Current and Past Performance Information”. To review this document, go to:
<http://www.acqnet.gov/Library/OFPP/BestPractices/pbsc/library/OFPPbp-collecting.pdf>.

To review all of the performance reporting policies, go to <http://www.ppirs.gov/ppirsfiles/policy.htm>.

Preview FACE 2005

This year for the first time, the GSA Expo welcomed the addition of the Federal Acquisition Conference and Exposition (FACE) as part of the Expo. FACE, sponsored by the Chief Acquisition Officers Council (CAOC), Federal Acquisition Institute (FAI), Department of Defense (DOD), and General Services Administration (GSA), brings together senior contracting professionals, Contracting Officer's Technical Representatives (COTRs), program/project managers, and industry partners to address issues in acquisition. Since 2002, FACE has been presented in the Washington, DC area and at one other location. The sponsors' goal is to expand opportunities for those outside of the DC area to hear and learn from the same sources participating in DC. This year, FACE partnered with GSA Expo to bring selected FACE sessions to San Diego. Senior management in acquisition from GSA, DOD, and other agencies participated in the GSA Expo training program.

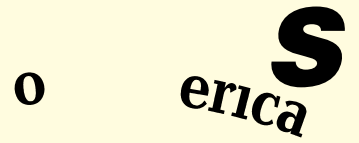
Eight sessions were previewed during the GSA Expo. They included Human Capital: DOD Career Management Initiatives; Multiagency Contracts: Getting them right; Performance Based Acquisition; Integrated Acquisition Environment E-Government Initiative; Aligning Defense and Civilian Agency Acquisition Workforce Requirements; Maximizing Return: Spend Analysis and Strategic Sourcing; Section 508: Accessibility Wizard; and Cascading Set-Asides: Achieving Goals via Multi-tiered Competition.

A total of 751 people participated in the Preview FACE sessions. This was a very successful training opportunity. FACE hopes to continue this partnership and utilize this outlet in the future. More information about the GSA Expo can be found at <http://www.expo.gsa.gov/>.



U.S. Congressman Tom Davis at FACE 2005

Two New JWOD Catalogs Now Available!



By Stephanie Lesko, Public Affairs Specialist, The Committee for Purchase From People Who Are Blind or Severely Disabled

Through the purchase of JWOD products, Federal customers help provide employment opportunities for more than 45,000 people who are blind or have other severe disabilities. Get your copies of these and other JWOD catalogs by contacting Customer Service via email at customer_service@nib.org or by phone at (800) 433-2304.

JWOD Medical and Surgical Supplies Catalog

The full color, twenty-four page, Javits-Wagner-O'Day (JWOD) Program Medical and Surgical Supplies Catalog contains over two hundred JWOD products specific to the medical industry. All of the high quality Veterans Affairs-approved items shown are provided by Americans who are blind or have other severe disabilities under the JWOD Program.

New JWOD Cleaning and Janitorial Catalog

This is the first catalog the JWOD Program has produced that is specifically focused on the janitorial industry. The JWOD Cleaning and Janitorial Catalog features over 700 cleaning products including brooms, brushes, mops, and floor care products.



Honoring the Acquisition Workforce

An awards ceremony was held June 8, 2005, during the Federal Acquisition Conference and Exposition in Washington, DC, to recognize individuals and teams whose accomplishments have far-reaching effects within the acquisition community. The sit-down luncheon was the capstone to the two-day conference and exposition. Emily Murphy, Chief Acquisition Officer of the General Services Administration (GSA), served as the event's emcee. A stunning rendition of the National Anthem was offered by Rosia E. Smith, GSA.

The GSA Excellence in Performance-Based Service Acquisition Award went to Lawrence E. Ries and was presented by David Drabkin, Deputy CAO, GSA. Mr. Ries managed the Infrastructure Systems Support (ISS) procurement for GSA after a federal agency's Office of Information Technology sought GSA's expertise to replace expiring contracts with an enterprise task order. He recognized the opportunities for better acquisition strategies, and worked with the agency's CIO to fully implement a performance-based acquisition.

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Preparing for dessert at the Awards Luncheon, FACE 2005

Honoring the Acquisition Workforce *(continued from page 4)*

Michele Y. Brown was the recipient of the Governmentwide Excellence in Performance-Based Service Acquisition Award. Glenn Perry, Department of Education, and Jay Eubanks, Performance Institute, presented the award. Ms. Brown was the program manager during the acquisition phase for the Front End Business Integration (FEBI), an initiative of the Office of Federal Student Aid (FSA), Department of Education, to modernize and integrate its core front-end business functions through the reengineering, replacement, and retirement of existing legacy systems. Through her leadership and demonstration of the Seven Steps process, the FEBI core team promoted adaptive and useful changes in the front end business processes of FSA.

The Chief Acquisition Officers Acquisition Management Award was presented to the Federal Aviation Administration, ATO-A, Acquisition and Business Services, Office of Competitive Sourcing by David Safavian, Administrator, OFPP. The office consists of: Joann Kansier, Director; James C. Little, Acquisition Division; Don King, Contracting Officer; Nathan Tash, Chief Counsel Representative; and Maureen A. Vorce, Cost Team Lead. The FAA viewed the Office of Management and Budget Circular A-76 as a means of correcting deficiencies, alleviating waste, and improving a safety related service. Using A-76, the FAA was able to leverage capital from the private sector to make necessary improvements to maintain expected service levels. The system acquisition strategy lead to competition that will result in better service for pilots, jobs at an equivalent salary with benefits for employees, and taxpayer savings of \$2.2B over 10 years.

The Procurement Roundtable honored Mark Strawn with its Elmer B. Staats Young Acquisition Professional Excellence Award. William Tuttle, Chairman, Procurement Roundtable (General, ret.), presented. Mr. Strawn, Supervisory Contract Negotiator, Air Force, led the Landing Gear Commodity Council and significantly reduced the time to process landing gear requirements from 75 to 100 days down to an average of 3 days. This reduction in administrative lead time decreases the time it takes to contract for and provide critically needed parts to support the warfighter, ensuring they are ready to support our nation's defense at all times.

The Procurement Roundtable presented the John Magnotti Award for Acquisition Mentorship to Patsy J. Reeves. William Tuttle, Chairman, Procurement Roundtable (General, ret.), also presented this award. Ms. Reeves' dedication to professional growth and mentoring of the acquisition workforce is characterized by her trailblazing initiatives, commitment to ethics, and modeling the way. She leads a service-wide corporate training program as Director of Contracting, Warner Robins Air Logistics Center, Robins Air Force Base, which incorporates leadership growth and mentoring, and spearheaded mentoring training for Air Force contracting supervisors worldwide.

The 2005 Ida Ustad Award for Excellence in Acquisition was given to Mary Pat Shanahan. Stephen A. Perry, Administrator, GSA, presented Ms. Shanahan with her award. As the fourth supervisor to assume leadership of the Army Reserve Contracting Center (ARCC) Satellite Office in Coraopolis, PA, Ms. Shanahan faced the task of guiding a staff that lacked clear goals and vision in satisfying customer service. She was responsible for regaining customer confidence, increasing customer satisfaction, and instilling a proactive attitude in her staff. Her results are evidenced by comments received through Interactive Customer Evaluation (ICE) and the office's 100% satisfaction rate on the ICE metric. In continuing the office's reputation of supporting the JWOD program, Ms. Shanahan was able to achieve over \$178,000 in savings for JWOD custodial services contracts in FY04. Additionally, because of increased customer confidence, her office achieved a non-mobilization requirement increase of 50% in procurement action in FY04 vs. FY03.

Congratulations to the recipients for their accomplishments!



Stephen Perry Presenting Ida Ustad Award, FACE 2005

Free Online EVM Training for Civilian (non-DOD) Agencies

The Federal Acquisition Institute (FAI) and the Defense Acquisition University (DAU) recently established a new partnership to train and develop the acquisition workforce, including program and project managers. FAI and DAU announce a free offering of an on-line, self-paced course on Earned Value Management (EVM) that will begin on **October 4, 2005**. Registration will be on a first come, first served basis and the virtual classroom holds **150 persons**.

Course Mode: On-line, self-paced, lightly-facilitated environment. Registered students may begin the course on **October 4, 2005**, and must pass the final examination **within 20 work days of the start date**.

Course Overview: The course summarizes the language, data reports, metrics, graphs, and management processes associated with EVM as they apply to acquisition management. The course emphasizes the processes related to the Performance Measurement Baseline (PMB), the Integrated Baseline Review (IBR), and the American National Standards Institute (ANSI) for EVM Systems. Finally students evaluate and compute basic EVM metrics and EVM metric-based Estimates at Completion (EAC).

Course Objectives: Students who successfully complete this course will be able to:

- describe, in plain language, the acronyms and meaning of EVM-associated vocabulary;
- identify the program management data elements and processes associated with PMB development;
- understand how the ANSI EVM Industry Standard is used to certify EVM-integrated management systems;
- explain the IBR process and purpose;
- compute and comprehend the meaning of selected EVM metrics and EVM EACs; and
- identify acquisition organizations, stakeholders, and formal agreements associated with EVM.

Who should take this course: This course is for military officers, O-1 and above; civilians, GS-9 and above; and equivalent industry personnel working in, or selected for, positions requiring knowledge and use of EVM.

How to register: See below: (these instructions also available at www.fai.gov)

- 1 Go to www.dau.mil. Point cursor to training courses, left side of screen.
- 2 Pop up menu appears. Select apply for course link. Next Screen
- 3 Select link All Federal Government Employees, military and civilian. Next Screen
- 4 Under the category Non-DoD Organizations. Look for Statue of Liberty icon. Select link for Non-DoD, Federal Government civilian employees. Next Screen
- 5 Select link to Non-DoD application program. Next Screen
- 6 Security Alert - Select OK. Next Screen
- 7 Security Alert – Select Yes. Next Screen
- 8 Under Student Functions – Select Update Student Record. Next Screen
- 9 Select the Agency that you work for from drop down menu, enter SSN and DOB and Select Log On. Next Screen
- 10 Complete all field on student record and select Create/Update (Red Bar). Next Screen will say Thank You, Your Record has been Updated. Look at the bottom of the screen and select link for Prepare Application. Next Screen
- 11 Step One select FY 2006. Skip Step 2. Step 3 select down arrow and select **BCF 102**. Step 4 select Search. Next Screen
- 12 Under DAU Web Address select <https://atlas.dau.gov>. Next Screen
- 13 Select Class 501. Next Screen will be your application.
- 14 Go to your email address on the application (look for the word Important in Red) and in the blank field next to your email address confirm email address by entering it again.
- 15 Then, select the Submit This Application (Red Bar). You are done.

POC: Art McCormick - Email is the best: arthur.mccormick@dau.mil. Tel # is 703-805-4498

Implementing Strategic Sourcing

The Deputy Director for Management, Office of Management and Budget (OMB), issued a memo on May 20, 2005, addressing the topic of strategic sourcing in order to leverage spending on goods and services. Strategic sourcing is the collaborative and structured process of using information obtained through analyzing an organization's spending in order to make decisions about acquiring commodities and services in a more efficient and effective manner. Among other things, the benefits of this process include performance optimization, price minimization, and increased value for each dollar spent.

Each agency's CAO, CFO, and CIO are responsible for the overall development and implementation of the effort. The CAO will lead the development team, in addition to the following:

- By October 1, 2005, the CAO will identify a minimum of three commodities that could be purchased more effectively and efficiently through strategic sourcing.
- The CAO will lead the collaborative development of an agency-wide strategic sourcing plan, to include a charter, goals and objectives, performance measures, communications strategy, and training strategy.
- Beginning in January 2006, the CAO will provide an annual report to the Office of Federal Procurement Policy (OFPP) regarding the results of the strategic sourcing effort, such as reductions in the prices of goods, services, and in the cost of doing business, and improvements in performance.
- All Federal employees are encouraged to visit the strategic sourcing management portal at <https://acc.dau.mil>.

To facilitate the development of a strategic sourcing community and build a subject matter expert network, agencies identified a strategic sourcing point of contact. If you still need to submit a point of contact for your agency, please provide their name, title, telephone number, and e-mail address to Lesley Field at OFPP, lfield@omb.eop.gov.



David Safavian, FACE 2005



Deidre Lee, FACE 2005

Biobased Cleaning Products Take Flight

by Dana Arnold, Office of the Federal Environmental Executive

In past issues of *FAInsight*, we discussed the new biobased products purchasing requirements. This month, we feature two examples of Air Force bases taking the initiative to test and purchase biobased cleaning products. Both Air Force bases were nominees for this year's White House Closing the Circle Awards, and Seymour Johnson Air Force Base received an honorable mention for its program.

While the following examples focus on the worker safety and pollution prevention aspects of the pilots, clearly neither would have been successful without the active participation of their procurement staff.

Both Seymour Johnson Air Force Base, NC, and Pope Air Force Base, NC, found that they can achieve the performance needs, reduce environmental hazards, and save money by switching to biobased cleaning products.

Under the Farm Security and Rural Investment Act of 2002, the U.S. Department of Agriculture will designate biobased products for Federal agencies to purchase. Until USDA designates products, the Office of the Federal Environmental Executive (OFEE) and the Office of Federal Procurement Policy have encouraged agencies to buy and test biobased products to see if they meet the agencies' needs. That is exactly what Seymour Johnson and Pope Air Force Bases did.

Seymour Johnson AFB Buys Biobased and Reduces Water Contaminants

In response to the local wastewater treatment plant's problems with high phosphate concentrations and imbalanced pH levels, Seymour Johnson's Pollution Prevention Section evaluated processes throughout the installation that could be contributing to the plant's problems. It was determined that detergents being used in numerous commercial floor scrubbers were a contributing factor.

The Pollution Prevention Section challenged the base's existing vendors to formulate a biobased detergent that was low in phosphates, had a neutral pH, was aggressive cleaning, and was competitively priced. Two vendors accepted the challenge and supplied a soy-based detergent. The detergent was tested in four shops: golf course maintenance and golf cart storage facilities, a supply warehouse, Jet Engine Shop, and an aircraft hangar. Most of these shops needed to remove oils and greases.

The staff in each shop used the biobased mixture in the same manner as previous products – same frequency of cleaning, comparable mixture concentrations, and same performance. After a two-month test, the results were outstanding! Phosphate levels at the aircraft hangar dropped by 97 percent, the pH levels from each shop were consistently in the neutral range, and with the exception of the Jet Engine Shop, everyone was pleased with the performance of the products. (The Jet Engine Shop found that it needed to buff its floors after cleaning in order to achieve the same level of appearance.) The product also cost \$4 - \$6/gallon, compared to an average of \$6 - \$8/gallon for the chemical mixture.

In 2004, the Pollution Prevention Section began an awareness, education, and promotion program to encourage users to switch to the biobased cleaners. By the end of 2004, shop personnel had purchased more than 3,000 gallons of biobased detergents at a savings to the base of \$12,000.

For more information, contact: Emilee Blount, emilee.blount@seymourjohnson.af.mil, 919-722-5168, or Brian Joyner, brian.joyner@seymourjohnson.af.mil, 919-722-7446.

Pope Air Force Base Reduces Occupational Exposure With Biobased Cleaners

Like Seymour Johnson AFB, Pope AFB sought alternative cleaning products for its Aerospace Ground Equipment Main shop and Propulsion shop in order to reduce pH levels. Where Seymour Johnson AFB's search was triggered by problems at the local wastewater treatment plant, Pope AFB's search was triggered by concerns about employees' exposure to cleaners with high pH levels. Pope AFB also sought products that would be solvent-free, compatible with its oil/water separators, and left its shop floors slip-free. The Maintenance Group's environmental coordinator contacted several vendors of biobased, enzymatic products. Three vendors demonstrated their products at the Aerospace Ground Equipment and Propulsion shops over a period of months. One product, MicroBeast™, was then selected for trial. (MicroBeast is repackaged by a local small business from a product known as BioRem2000.) As with the Seymour Johnson AFB trial, the product was used with the standard procedures and equipment – in this case, mops and buckets, floor scrubbers, and pump bottles for

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Biobased Cleaning Products Take Flight *(continued from Page 8)*

table top cleaning. Not only did the biobased product perform well in cleaning up spills of hydraulic fluids and engine oils, it also removed the bulk of the oils within the components of the floor scrubbers! The maintenance staff concluded that the product met their performance needs and the environmental qualifications: it is non-toxic, water based, has a nearly neutral pH, and is compatible with the base oil/water separators. The base estimates that the cost per gallon is a mere 90 cents!

For more information about Pope AFB's use of biobased cleaners and other biobased products, contact: MSGT Peter Muzio, peter.muzio@pope.af.mil, 910-394-5074.



Entering the Plenary Session

The enhancement is Phase II in the merger of the Dynamic Small Business Search into the CCR database, and is part of an E-Gov initiative managed by GSA. CCR is an online portal that provides marketing opportunities for small businesses and helps federal agencies and prime contractors locate small business for contracting opportunities.

As of the release date, small businesses are no longer able to self certify on the CCR database as an SBA-certified small disadvantaged business, 8(a)-certified business, or HUBZone-certified business; rather, the SBA will complete these fields. As a result, small businesses registering or updating their profile in the database will be provided with a small business fraud and misrepresentation acknowledgement statement which lists the penalties for misrepresentation as a small business.

In an effort to improve accuracy and streamline the data entry process for small businesses, the SBA will use the Small Business Logic function to indicate the small business size of each firm against each North American Industry Classification System (NAICS) code listed. The CCR database will use only 2002 NAICS codes, requiring certain small businesses to adjust their Trading Partner Profile so as to not reflect the 1997 NAICS codes. For additional information on CCR database upgrades, go to the SBA's website at www.sba.gov/size and select "What's New?" For more on information contained in this article, contact Tiffani Clements at (202) 401-0035.

CCR Database is Revamped

In a news release dated April 22, 2005, the U.S. Small Business Administration (SBA), the Office of Management and Budget (OMB), General Services Administration (GSA), and the Department of Defense (DOD) revamped the Central Contractor Registration (CCR) database to allow for SBA oversight of the small business designation process and to more accurately monitor contract awards going to small businesses.

We thank guest authors for their contributions and views and present these as part of Federal Acquisition Insight for our readers' information.

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or to submit an article:**

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