



JUN 10 2005

GSA Acquisition Letter V-05-04

MEMORANDUM FOR ALL GSA CONTRACTING ACTIVITIES

FROM: DAVID A. DRABKIN 
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OFFICE OF THE CHIEF ACQUISITION OFFICER (V)

SUBJECT: 10% Increase in GSA Competitive Acquisitions

1. Purpose. This Acquisition Letter transmits the new policy to increase by 10% annually (fiscal year) the total amount of contract actions awarded competitively. Fiscal year 2005 will serve as the baseline year for this new policy. Contract actions include competitive delivery or task orders, full and open competitive awards, and awards based on full and open competition after the exclusion of sources.

2. Background. FAR 6.1, Full and Open Competition, states the policy and procedures to be used to promote and provide for full and open competition. FAR 6.2, Full and Open Competition After Exclusion of Sources, prescribes policies and procedures for providing for full and open competition after excluding one or more sources. GSA's "Get It Right" Plan dated December 13, 2004, stated that securing the best value for federal agencies and American taxpayers through an efficient and effective acquisition process, while ensuring full and open competition, is one of the key objectives of the Get It Right initiative.

3. Effective Date. Date of this letter.

4. Termination Date. This Acquisition Letter will remain in effect until it is cancelled.

5. Applicability. This Acquisition Letter applies to all GSA contracting activities and to all contracts GSA issues, including those used by other agencies. Each service should take appropriate steps to communicate and implement the policy set forth in paragraph 7.

6. Reference to regulations. FAR Part 6 and General Services Administration Acquisition Manual (GSAM) 506.

7. Instructions/procedures.

FAR Part 6 states that contracting officers shall promote and provide for full and open competition in soliciting offers and awarding Government contracts. Contracting officers shall provide for full and open competition through use of the competitive procedures contained in FAR Part 6 and GSAM Part 506 that are best suited to the circumstances of the requirement and consistent with the need to fulfill the Government's mission efficiently. Market research techniques expressed in FAR part 10 should be used to determine if sources capable of satisfying the requirement exist. Market research must be built into the procurement lead time for all acquisitions to ensure the best vehicle for solicitation purposes. Federal Business Opportunities (FedBizOpps) or e-buy must be used to announce competitive proposals in accordance with FAR subpart 5.2.

Increasing competition is not meant to conflict with the pursuit of socio-economic goals. The 10% increase in competitive actions shall not interfere with a service's priorities for use of government supply sources (FAR Part 8), small business programs (FAR Part 19), or other socioeconomic programs.

Full and open competition and full and open competition after exclusion of sources, in accordance with FAR subparts 6.1 and 6.2, respectively, can be achieved through the use of:

- 1) Existing competitively awarded vehicles such as
 - a. Federal Supply Service (FSS) Multiple Award Schedule (MAS)
 - b. Federal Technology Service (FTS) Government-wide Acquisition Contract (GWAC) (IDIQ); and
- 2) Open market solicitation.

Small business programs like 8(a) awards can also be accomplished with the vehicles above, thereby not only increasing socioeconomic goals, but competition goals as well.

All regions shall report monthly their progress towards achieving the annual 10% increase to the OCAO, Contract Policy Division, Michael Jackson, Procurement Analyst on (202) 208-4949 or michael.jackson@gsa.gov. The measure of achievement for this increase will be determined by the number of competitive contract actions awarded.