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DEC 06 2006

ACQUISITION,  
TECHNOLOGY  
AND LOGISTICS

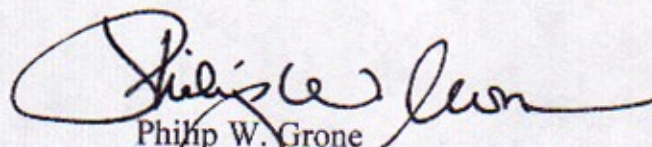
MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY  
(INSTALLATIONS AND ENVIRONMENT)  
ASSISTANT SECRETARY OF THE NAVY  
(INSTALLATIONS AND ENVIRONMENT)  
DEPUTY CHIEF OF STAFF FOR PERSONNEL, UNITED  
STATES AIR FORCE  
DIRECTORS OF DEFENSE AGENCIES  
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Competitive Sourcing Program Policy – DoD Commercial Activities  
Management Information System (DCAMIS)

This memorandum issues DoD Competitive Sourcing Program policy and procedures for the upgraded DCAMIS and supersedes ODUSD(I&E) memo, dated October 30, 2002, subject: DoD Guidance on Commercial Activities Management Information System (CAMIS). DCAMIS has served as the execution tracking system for the DoD Competitive Sourcing Program since 1979 which has provided competition specific tracking data for a myriad of users (e.g., program managers, DoD Components, OSD, OMB, the DoD(IG), GAO, Congress). The upgrade to DCAMIS was necessary to meet the requirements of the revised OMB Circular A-76, Performance of Commercial Activities and capture data for the Department's annual report to Congress required under 10 USC 2462 and Section 647(b) Division F of the Consolidated Appropriations Act, Fiscal Year (FY) 2004, P.L. 108-199 section 647b.

The attached policy provides the DCAMIS guidance for public-private competitions performed in accordance with OMB Circular A-76. DoD Components shall comply with the attached DoD Competitive Sourcing Program policy for DCAMIS and shall populate the new system by 31 December 2006.

The Competitive Sourcing policy point of contact is Lorna Delay, who can be reached at (703) 602-3662.

  
Philip W. Grone  
Deputy Under Secretary of Defense  
(Installations and Environment)

Attachment





**Department of Defense Commercial  
Activities Management Information  
System (DCAMIS)**

**Component Responsibilities  
and Data Elements under  
OMB A-76 Circular  
Revisions**



December 6, 2006

## **COMPONENT RESPONSIBILITIES AND DCAMIS DATA ELEMENTS UNDER OMB A-76 CIRCULAR REVISIONS**

The Department of Defense (DoD) Commercial Activities Management Information System (DCAMIS) is DoD's database of record established to meet official reporting requirements on the conduct of A-76 competitions and the results from implementing A-76 decisions. DCAMIS shall be used by the Office of the Secretary of Defense (OSD) and all subordinate Defense organizations to record the A-76 competition information described in this document. All Defense activities shall use DCAMIS as the source for the data described in this document when that data is required for analysis, testimony, and reporting. DCAMIS is a "live" system, and Defense activities are required to ensure the data is current and accurate.

This guidance provides DCAMIS description of terms including data elements names, definitions, values, trigger events, sections, and phases presented in tabular form and generally organized in sequence of the data entry phases in the system.

The information in this document describes the DCAMIS data and system as modified to support the revised OMB Circular A-76 dated May 29, 2003. It applies only to data recorded for competitions performed under the revised circular.

**Background:** Until 2001, A-76 competition data were maintained in standalone databases or spreadsheets by the Defense Components for their initiatives. On a quarterly basis, the Components forwarded their data as a single table in MS Access or a worksheet in Excel to OSD for consolidation into OSD's CAMIS database.

In 2000, OSD created DCAMIS, a web-based application, to collect and maintain A-76 data. In 2001, OSD transitioned from CAMIS to DCAMIS, and the Components transferred their data to DCAMIS.

In 2003, OMB published and implemented new processes and requirements for conducting A-76 competitions and tracking execution of A-76 decisions. The revised A-76 processes require significant changes be made to DCAMIS.

In 2005, OSD approved the changes recorded in this document and ordered DCAMIS to be rebuilt to implement the requirements documented below. With this rebuild, the system will now effectively contain two separate databases with 3 sets of initiatives with different data requirements.

**Legacy Initiatives:** Data for Legacy Initiatives is maintained separate from Current Circular Competitions within DCAMIS. Users updating legacy initiative records will continue to access and use the original set of DCAMIS screens and will enter the data in accordance with the *DCAMIS Interim Guidance with Updated A-76 Data Elements* dated October 29, 2002 (Updated Data Elements on 25 May 2004). The 2 types of Legacy Initiatives are:

1. Legacy initiatives announced since October 1, 1994 under the previous circular and reaching final decision before October 1, 2000. These require entry of selected mandatory data elements from the original DCAMIS.

2. Initiatives announced between October 1, 1994 and May 19, 2003 under the previous circular and reaching final decision on or after October 1, 2000. These require entry of all mandatory data elements from the original DCAMIS.

**Current Circular Competitions:** Data for competitions announced under the revised OMB Circular A-76 dated 29 May 2003 is maintained separate from Legacy Initiatives within DCAMIS and in accordance with the requirements specified in this document.

## **Review and Validation of DCAMIS Records**

Components shall ensure that all DCAMIS data and records are “validated” and “reviewed” in accordance with the requirements of this section. In a DCAMIS record, each section within a phase contains a “validate” and a “review” button. Validate and review icons are available only to users granted validate and review privileges in DCAMIS by their Component.

Validate privileges shall be granted only to individuals who are not designated to maintain a DCAMIS record on a routine and recurring basis except as authorized by ODUSD(I&E)H&CS. Exceptions shall be limited to Components which have a small number of DCAMIS records to maintain. In such exceptions, the individual who maintains the DCAMIS records may also be granted validation privileges. Activation of the “validate” button means the individual has physically compared the data entered into a DCAMIS section with corresponding information supported by written documentation in the competition file, which can be made available for audit by the DoD(IG) or GAO.

Review privileges shall be granted only to individuals (1) at a headquarters level or above within the component, (2) **not** designated to maintain a DCAMIS record on a routine and recurring basis, and (3) **not** granted validation privileges for DCAMIS records. Activation of the “review” button indicates (1) the Component’s approval of the data in the DCAMIS section, (2) the data entered has been examined for compliance with DoD DCAMIS policy, and (3) the data entered is accurate, complete, reasonable, and consistent with the actual competition’s data. These reviews shall include an assessment to determine if explanations are sufficient to assist auditors in understanding those data fields requiring additional comments.

Components shall ensure that all active DCAMIS records are validated and then reviewed in each DCAMIS record on at least an annual basis no later than 30 September. Once a completed section has been validated and reviewed, no further validation or review of that section is required unless an update to a section occurs after validation and review; then another validation and review of the section shall be performed. A final validation and review of the record’s last recorded section(s) shall be performed after a DCAMIS record is terminated or closed.

## **Revised DCAMIS Description (for Revised Circular Competitions only)**

Each competition under the revised circular (i.e., standard competition or streamlined competition) will have a DCAMIS record that tracks execution and savings. Each competition record has a “Record Administration” section that identifies information associated with DCAMIS record maintenance and four separate phases to track the competition. The major sections are:

**Record Administration:** This phase records administrative information and the competition status for each competition. Record Administration includes validation and review of competition records as described above.

**Phase 1 – Preliminary Planning:** This phase includes preliminary planning data required to create and begin a competition. This phase ends with the public announcement (start date for the competition). This phase also contains a section on preliminary planning baseline costs and competition officials.

**Phase 2 – In-Progress:** This phase includes data related to conducting the competition. It begins after the public announcement and ends before the performance decision. It includes sections on manpower adjustments, competition actions and offers and tenders determination.

**Phase 3 – Decision:** This phase includes data to document actions beginning with the announcement of a performance decision. It includes the performance decision, adjusted baseline costs, the incremental costs for conducting the competition, competition dispute information, the final decision, and Standard Competition Form/Streamlined Competition Form (SCF/SLCF) cost details.

**Phase 4 – Post Decision:** This phase includes data that tracks the actual execution of a final decision. It includes personnel transition actions and service provider post competition execution information including phase-in and post competition accountability information.

**Competition Milestones:** Components are required to maintain **Current Planned** dates in this section. The **Original Planned** and **Actual** dates displayed in this section are drawn from the dates entered in the Phases' sections.

DCAMIS does not allow the entry of actual dates until on or after the date an action has occurred.

The software will not permit the creation of a record until after the start date (date announced in FedBizOpps.gov) of the competition and will require data to be entered in designated fields for Record Administration and for the Preliminary Planning Data section in Phase 1 before a new record can be saved.

The user will not be permitted to proceed to Phase 2 until the Preliminary Planning Baseline Costs are entered in Phase 1.

The user must also complete all fields in the Competition Officials section under Preliminary Planning and any remaining mandatory fields in Phase 1 before being allowed to enter the Actual Solicitation Issue Date in Phase 2.

DCAMIS has a number of **Comment** and **Explanation** fields. These will normally be linked to an applicable data element for which additional information is required. A separate comments field is provided at the end of each section to allow Components to include miscellaneous remarks for each section, if desired.

DCAMIS has a document center for storing competition documents. The data elements described below include a number of documents which components shall store with each competition. In addition, components may store any other competition documentation they

desire to support the information on a specific competition.

DoD Components shall report actual costs in DCAMIS consistent with the number of performance periods identified on the SCF/SLCF used to make the final decision. DCAMIS reporting requirements by performance period shall apply as follows to a public-private competition performed by DoD Components under the revised Circular.

**1<sup>st</sup> Performance Period:** The 1<sup>st</sup> performance period shall be the phase-in period. A phase-in period shall be required for all public-private competitions (i.e., streamlined competition, standard competition). This is the performance period when a selected service provider transitions from the incumbent service provider by implementing their phase-in plan. The DCAMIS reporting requirement for actual costs expended shall be based upon the actual start date and actual end date of the phase-in period. Therefore, the phase-in period may be 1 day, 2 months, 12 months, 24 months, etc.

**2<sup>nd</sup> Performance Period:** The 2<sup>nd</sup> performance period shall be the first period of full performance. This is the performance period when a service provider becomes fully responsible for performing the activity. DCAMIS reporting requirement for actual costs expended shall be 12 months or less based upon the actual start date and actual end date of the 2<sup>nd</sup> performance period.

**3<sup>rd</sup> Performance Period:** The 3<sup>rd</sup> performance period is a period of full performance. DCAMIS reporting requirement for actual costs expended shall be 12 months. This DCAMIS reporting requirement applies to all, except the last, remaining performance periods.

**Last Performance Period:** The last performance period is a period of full performance. The DCAMIS reporting requirement for actual costs expended shall be 12 months or less based upon the actual start date and actual end date of the last performance period.

**The tables of data elements contain the following columns:**

- **Data Element Name:** Identifies the name of a specific data element in DCAMIS as it appears on the data entry screen (Name equates to the title of the data field).
- **Definition:** Defines the data element. The definitions used are consistent with Attachment D of the revised A-76 circular and with DoDD 4100.15.
- **Values:** Lists the valid DCAMIS entries permitted for specific data elements governed by an edit table (pick list) (except for large lists such as component major commands). DCAMIS normally displays the full name of each value on a screen displayed pick list (most codes are represented in this table by a single character after a dash that follows the full name and are used in DCAMIS Reports to condense the size of the report). Some format restrictions are imposed by the system, e.g., dollar values must be numeric.
- **Mandatory?:** Identifies whether the data field is mandatory or optional.

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DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<b>Record Administration</b>			
A-1. DoD Component	The DoD Component (i.e., Military Service, Defense Agency, Field Activity) performing the competition	<p><b>System Generated</b></p> <p>Department of the Army – A</p> <p>National Imagery and Mapping Agency (NIMA) – B</p> <p>TRI-CARE Management Activity, Defense Medical Program Activity, and Uniformed Services University of the Health Services (USUHS) – C</p> <p>Washington Headquarters Service (WHS) – D</p> <p>Ballistic Missile Defense Organization (BMDO) – E</p> <p>Department of the Air Force – F</p> <p>National Security Agency (NSA) – G</p> <p>National Reconnaissance Office (NRO) – H</p> <p>Defense Legal Services Agency (DLSA) – I</p> <p>Joint Chiefs of Staff – J</p> <p>Defense Information Systems Agency (DISA) – K</p> <p>Defense Intelligence Agency (DIA) – L</p> <p>United States Marine Corps (USMC) – M</p> <p>United States Navy (USN) – N</p> <p>American Forces Information Service (AFIS) – O</p> <p>Defense Advanced Research Projects Agency (DARPA) – P</p> <p>Department of Defense Education Activity (DoDEA) – Q</p> <p>Defense Contract Audit Agency (DCAA) – R</p> <p>Defense Logistics Agency (DLA) – S</p> <p>Defense Security Service (DSS) – T</p> <p>Defense Contract Management Agency (DCMA) – U</p> <p>Defense Threat Reduction Agency (DTRA) – Y</p> <p>Defense Finance and Accounting Service (DFAS) – 2</p> <p>Defense Commissary Agency (DeCA) – 3</p>	N/A

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
A-2. Competition Number	<p><b>Required to create record</b></p> <p>The number assigned by the DoD Component that uniquely identifies a specific competition</p> <p>The first character of this number must be a letter designating the DoD Component from the approved list of DoD Component Codes. The competition number may vary in length from 5 to 12 characters, of which the second and subsequent characters may be alpha or numeric and assigned under any system desired by the DoD Component.</p>	<p>For component and lower level users, the first character of the competition number will be system generated.</p>	Yes
A-3. Managing Organization	<p><b>Required to create record</b></p> <p>The chain of supervision established by the DoD Component Headquarters to identify the organization responsible for the competition</p>	<p><b>Pick List</b></p> <p>A system generated list provided to selected users who are responsible for ensuring their organization structures are current and accurate. An organization must exist on the selected user's list for it to be selected from the system generated pick list to be assigned to a competition.</p> <p><b>Note:</b> For Component major commands, the full Command Name, Acronym, and Abbreviation are maintained in a DCAMIS data table.</p>	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<p>A-4. Incumbent</p>	<p><b>Required to create record</b> A single alpha character that identifies the incumbent for the commercial activity at the time the competition is announced This does not reflect the outcome.</p>	<p><b>Pick List</b> Private Sector – C (The entire CA is performed by a private sector provider when the competition is announced.) Expansion – E (An increase in the operating cost of an existing commercial activity based on modernization, replacement, upgrade, or increased workload. An expansion of an existing commercial activity is an increase of 30 percent or more in the activity’s operating costs (including the cost of FTEs) or total capital investment.) Agency – I (The entire CA was performed by the agency with DoD government personnel when announced.) Mixed agency, private sector, and/or public reimbursable provider – M (The CA is performed by a mix of DoD government personnel and one or more service contracts and/or a public reimbursable provider. New requirement – N (The CA is an agency’s newly established recurring need for a commercial service that is not performed by (1) the agency with government personnel; (2) a fee-for-service agreement with a public reimbursable source; or (3) a contract with the private sector.) Public Reimbursable Provider – S (The entire CA is performed by a federal government service provider that performs a commercial activity on a fee-for-service or reimbursable basis by using either federal civilian employees or federal contracts with the private sector.)</p>	<p>Yes</p>

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
A-5. Competition Status	The current state of the competition	<p><b>System Generated for:</b></p> <p>In Progress – P (The competition is ongoing and is pending a performance decision.)</p> <p>Complete – C (A performance decision has been determined. Components shall not change the initial decision to reflect subsequent competition actions.)</p> <p>Concluded – D (All disputes have been resolved, and the final decision has been determined.)</p> <p>Closed – Y (After the final decision has been determined, all periods of full performance (annual) have been completed or the commercial activity has been terminated)</p> <p><b>Pick List for:</b></p> <p>Cancelled before Solicitation – Q (The DoD CSO approves cancellation of the competition prior to issuance of the solicitation.)</p> <p>Cancelled after Solicitation – X (The DoD CSO approves cancellation of the competition <b>after</b> issuance of the solicitation.)</p> <p><b>Notes:</b> If this data element is filled out with “Q” or “X,” an explanation must be provided.</p>	Yes
A-6. Conversion or Cancellation Documents	<p>For conversions and cancellations, upload electronic copies of the CCSO cancellation request and the DoD CSO written approval to the DCAMIS record in accordance with system instructions</p> <p><b>Notes:</b> A competition cannot be converted or cancelled in DCAMIS until these two documents are posted in the system.</p> <p>The field accepts only one document. If more than one document is applicable, add additional documents by incorporating multiple documents into a single pdf file.</p>	User uploads the CCSO conversion or cancellation request and the DoD CSO approval.	Yes except for Legacy Initiatives
A-7. Conversion or Cancellation Approval Date	<p>The date of the DoD CSO memo approving the conversion or cancellation of the competition</p> <p><b>Note:</b> Cancellation of the solicitation does not equate to cancellation of the competition.</p>	User selected from a calendar utility for Converted, Closed and Cancelled competitions	Yes except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
A-8. Cancellation Explanation	A summary of the CCSO's rationale for requesting the competition's conversion or cancellation	User entered	Yes
A-9. Competition Title	<b>Required to create record</b> A descriptive title entered by the user to identify the activities included in the competition	User entered	Yes
A-10. Time Limit Waiver Approved?	Indicates whether the DoD CSO has approved a time limit waiver for the competition	<b>Radio Button</b> Yes (see next data element) No (the default)	Yes except for Legacy Initiatives
A-11. Time Limit Waiver Approval Date	The date of the DoD CSO memo approving a time limit waiver for the competition	User selected from a calendar utility	Yes except for Legacy Initiatives
A-12. Time Limit Waiver Documents	If Yes is selected in A-10, upload an electronic copy of the DoD CSO memo approving the time limit waiver in accordance with system instructions <b>Note:</b> The field accepts only one document. If more than one document is applicable, add additional documents by incorporating multiple documents into a single pdf file.	User uploads DoD CSO approval document.	Yes except for Legacy Initiatives
A-13. OMB Approved Deviations	The deviation approved by OMB prior to the start of the competition (requested by the CCSO and submitted by the DoD CSO to OMB)	<b>Pick List</b> (Select all applicable) None Deviation from Attachment B to the Circular (Explain in A-14 below.) Deviation from Attachment C to the Circular (Explain in A-14 below.) Deviation from Attachment D to the Circular (Explain in A-14 below.) Other deviation from the Circular (Explain in A-14 below.)	Yes except for Legacy Initiatives
A-14. OMB Deviation Explanation	A short description of the nature of the approved deviation(s)	User entered	Yes except for Legacy Initiatives



DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
A-15. OMB Deviation Documents	Upload electronic copies of the DoD CSO deviation request memo and the OMB approval memo to the DCAMIS record in accordance with system instructions <b>Note:</b> The field accepts only one document. If more than one document is applicable, add additional documents by incorporating multiple documents into a single pdf file.	User uploads the memos from the DoD CSO deviation to OMB and the OMB's approval.	Yes except for Legacy Initiatives
A-16. Competition Coordinator	<b>Required to create record</b> The individual responsible for the competition	<b>Pick List</b> List is derived from the table of current users as entered by the Component.	Yes
<b>NOTE:</b> DCAMIS captures the update, review, and validation data described below for the competition record as a whole and for each section of the competition record.			
A-17. Last Updated	The date of the last change made in the competition record and for each section	<b>System Generated</b>	N/A
A-18. Last Updated by	The name of the user making the last change in the competition record and for each section	<b>System Generated</b>	N/A
A-19. Last Reviewed	The date of the last review performed in the competition record and for each section <b>Note:</b> See review policy on page 2 above.	<b>System Generated</b> When a user clicks on the "Review" button, the system will automatically enter a system-generated date stamp to the competition record.	N/A
A-20. Last Reviewed by	The name of the user performing the last review in the competition record and for each section <b>Note:</b> See review policy on page 2 above.	<b>System Generated</b> When a user clicks on the "Review Conducted" button, the system will automatically enter that individual's name to the competition record.	N/A
A-21. Last Validated	The date of the last validation performed in the competition record and for each section <b>Note:</b> See validation policy on page 2 above.	<b>System Generated</b> When a user clicks on the "Validation Conducted" button, the system will automatically enter a system-generated date stamp to the competition record.	N/A
A-22. Last Validated by	The name of the system-registered individual that last validated the accuracy and completeness of the information contained in the competition record and for each section <b>Note:</b> See validation policy on page 2 above.	<b>System Generated</b> When a user clicks on the "Validation" button, the system will automatically enter that user's name to the DCAMIS record.	N/A

<b>DATA ELEMENT NAME</b>	<b>DEFINITION</b>	<b>VALUES</b>	<b>Mandatory?</b>
A-23. Competition Comments	Comments pertaining to administering the competition or to the competition as a whole	User entered	Optional

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<b>Phase 1 – Preliminary Planning</b>			
<i>Preliminary Planning Data</i>			
1-1. Scope: Location Name	<p><b>Required to create record</b></p> <p>The name(s) of the installation(s) or location(s) where the competition is being performed</p> <p>Each location in the system is linked to a State/Territory or Country.</p> <p><b>Note:</b> The user will be required to enter the number of civilian authorizations and of military authorizations to be competed by location and by DoD function (see 1-2 below). For example, if the competition involves authorizations at 3 locations and 2 DoD functions, DCAMIS will create 6 lines for recording the authorizations.</p>	<p><b>Pick List</b></p> <p>A system generated list provided to selected users who are responsible for ensuring their installations and locations are listed, current, and accurate. An installation or location must exist on the selected user’s list for it to be selected from the system generated pick list to be assigned to a competition.</p>	Yes
1-2. Scope: Function Code	<p><b>Required to create record</b></p> <p>The four-character, DoD alphanumeric designator(s) and name(s) specifying the type of commercial activity(ies) being competed</p> <p><b>Notes:</b> These are the DoD Function Codes used as of the FY 2004 Inventory Data Call.</p> <p>Part of the selection process described in 1-1 above</p>	<p><b>Pick List</b></p> <p>Select all DoD functions included in the competition by location.</p>	Yes
1-3. Scope: Announced Civilian Authorizations	<p><b>Required to create record</b></p> <p>The number of DoD civilian authorizations on the DoD Component's human resource document identified in the public announcement (FedBizOpps.gov)</p> <p>This reflects “spaces” not “faces.”</p> <p><b>Note:</b> Part of the selection process described in 1-1 above</p>	<p>User entered data in a table by location and DoD function</p> <p><b>Note:</b> A matrix will be generated with lines created by selections from 1-1 and 1-2, and an entry will be required of the number of civilian and/or military spaces announced in each of the lines. If a line has been created for which no authorizations will be announced, that line should be deleted.</p>	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
1-4. Scope: Announced Military Authorizations	<p><b>Required to create record</b></p> <p>The number of military authorizations on the DoD Component's human resource document identified in the public announcement (FedBizOpps.gov)</p> <p>This reflects "spaces" not "faces."</p> <p><b>Note:</b> Part of the selection process described in 1-1 above</p>	<p>User entered data in a table by location and DoD function</p> <p><b>Note:</b> A matrix will be generated with lines created by selections from 1-1 and 1-2, and an entry will be required of the number of civilian and/or military spaces converted in each of the lines. If a line has been created for which no authorizations will be converted, that line should be deleted.</p>	Yes
1-5. Scope: Announced Officer Authorizations	<p>The number of officers authorizations included in 1-4 above on the DoD Component's human resource document identified in the public announcement (FedBizOpps.gov)</p> <p>This reflects "spaces" not "faces."</p>	<p>User entered data in a table by location and DoD function. This data element is independent of Authorized Military Authorizations above.</p>	Optional except for Air Force
1-6. Scope: Announced Enlisted Authorizations	<p>The number of enlisted authorizations included in 1-4 above on the DoD Component's human resource document identified in the public announcement (FedBizOpps.gov)</p> <p>This reflects "spaces" not "faces."</p>	<p>User entered data in a table by location and DoD function. This data element is independent of Authorized Military Authorizations above.</p>	Optional except for Air Force
1-7. Competition Type	<p><b>Required to create record</b></p> <p>Identifies the type of public-private competition process to be used to perform the competition</p> <p><b>Note:</b> Only OSD may change the competition type after the initial competition started and its record created.</p>	<p><b>Pick List</b></p> <p>Standard competition – A</p> <p>Streamlined competition – B</p> <p><b>Note:</b> Initiatives completed under the previous OMB Circular A-76 with a start date prior to 29 May 2003 are categorized as:</p> <p>Standard Cost Comparison – C,</p> <p>Streamlined Cost Comparison – S, or</p> <p>Direct Conversion – D.</p>	Yes
1-8. DoD Function Code Classification	<p>A classification based on the DoD Function Codes identifying the nature of the activities included in the competition</p>	<p><b>System Generated</b> based on the function codes selected</p>	N/A

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<p>1-9. Basis for SLCF, Line 7</p>	<p><b>Required to create record for a streamlined competition</b></p> <p>An indicator whether the agency intends to determine an estimated contract price for performing the activity with a private sector source using (1) documented market research or (2) issuing a solicitation</p> <p><b>Notes:</b> Market research can be selected only if the activity is performed by government personnel.</p> <p>If the activity is performed by government personnel and a performance decision favors contract performance, a solicitation must be issued to determine a contract decision based on actual contractor cost proposals. If this occurs, the comments section must state that the performance decision was based on market research and the date of the SLCF. A copy of the SLCF must be included in the record.</p>	<p><b>Pick List</b></p> <p>Market research Solicitation</p>	<p>Yes for streamlined competition except for Legacy Initiatives</p>
<p>1-10. Statutory Classification</p>	<p>The classification of a competition as single function or multi-function to ensure compliance with DoD's statutory time limits.</p> <p><b>Note:</b> The annual Defense appropriation act includes a recurring provision authorizing the use of federal funds to conduct a public-private competition. For a single function competition, the time limit is 18 months, and for a multi-function competition, it is 30 months. DoD policy calculates this time limit from start date to end date as defined in the Circular.</p>	<p><b>System Generated upon completion of location and function matrix in this phase</b></p> <p>Single Function, Single Location – S Multi-Function – M (A competition is designated multi-function if the announcement includes [1] authorizations for more than one DoD Function or [2] one DoD Function assigned to more than one installation/location.)</p>	<p>N/A</p>
<p>1-11. Feasibility Study/Business Case Analysis Start Date</p>	<p><b>Required to create record</b></p> <p>The date the component began the feasibility study/business case analysis that led to the decision to compete this commercial activity</p>	<p>User selected from a calendar utility</p> <p><b>Note:</b> This date must be at least 1 day before the Preliminary Planning Start Date.</p>	<p>Yes</p>



DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
1-12. Preliminary Planning Start Date	<b>Required to create record</b> The date the component began preliminary planning for the conduct of this competition	User selected from a calendar utility <b>Note:</b> This date must be at least 1 day before the Start Date.	Yes
1-13. Congressional Notification Date (Announcement)	<b>Required to create record</b> The date Congress is notified that a competition will be announced	User selected from a calendar utility <b>Note:</b> This date must be at least 1 day before the Start Date.	Yes
1-14. Incumbent Service Provider Notification Date	<b>Required to create record</b> The date the incumbent service provider is notified a competition will be announced	User selected from a calendar utility <b>Note:</b> This date must be at least 1 day before the Start Date.	Yes except for Legacy Initiatives
1-15. Start Date	<b>Required to create record</b> The date the DoD Component makes the formal public announcement at the local level and via FedBizOpps.gov to commence the competition <b>This is the start date for the competition.</b>	User selected from a calendar utility	Yes
1-16. Schedule: Planned PWS Development Start Date	The original planned date for starting PWS development <b>Note:</b> Does not apply to a streamlined competition where a solicitation will not be issued.	User selected from a calendar utility	Yes
1-17. Schedule: Planned PWS Development End Date	The original planned date for completion of PWS development <b>Note:</b> Does not apply to a streamlined competition where a solicitation will not be issued.	User selected from a calendar utility	Yes
1-18. Schedule: Planned Agency Tender / Cost Estimate Development Start Date	The original planned date for starting the development of the Agency's tender or, for some Streamlined Competitions, the planned start date for developing the agency cost estimate	User selected from a calendar utility	Yes
1-19. Schedule: Planned Solicitation Issue Date	The original planned date for issuing the solicitation <b>Note:</b> Does not apply to a streamlined competition where a solicitation will not be issued.	User selected from a calendar utility	Yes for standard competition and streamlined competition w/solicitation

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
1-20. Schedule: Planned Solicitation Closing Date	The original planned solicitation closing date <b>Note:</b> Does not apply to a streamlined competition where a solicitation will not be issued.	User selected from a calendar utility	Yes for standard competition and streamlined competition w/solicitation except for Legacy Initiatives
1-21. Schedule: Planned Performance Decision Date	The original planned date for making the performance decision	User selected from a calendar utility	Yes
1-22. Schedule: Planned Service Provider Start Date	The original planned start date (1 <sup>st</sup> day of full performance) for the selected service provider	User selected from a calendar utility	Yes
1-23. Section Comments	Comments pertaining exclusively to the Preliminary Planning Data Section	User entered	Optional
<b><i>Preliminary Planning Baseline Costs</i></b>			
<p><b>NOTES:</b> The Preliminary Planning Baseline costs' elements used are dependent on the selection made for element A-4 – Incumbent. The Baseline is zero for a New requirement. For an Expansion, the baseline is equal to the operating costs of the existing commercial activity included in the competition.</p>			
<p>DCAMIS will initially have a manual over write / entry capability that can be used in lieu of the electronic upload utility to populate data generated in COMPARE.</p>			
1-24. Preliminary Planning Baseline Cost Form Line 1: Personnel Costs (\$000s)	Agency labor costs for direct and indirect labor necessary to meet the requirements in the solicitation (in 000's of \$s) over a prior 12-month period	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
1-25. Preliminary Planning Baseline Cost Form Line 2: Material and Supply Costs (\$000s)	Agency cost of materials and supplies such as office supplies, including handling and inflation (in 000's of \$s) over a prior 12-month period	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
1-26. Preliminary Planning Baseline Cost Form Line 3: Other Specifically Attributable Costs (\$000s)	For a standard competition, agency costs that are used to perform the commercial activity such as facilities, equipment, services, depreciation, cost of capital, rent, utilities, insurance, travel, existing contracts, maintenance and repair, and other costs (in 000's of \$s) over a prior 12-month period  For a streamlined competition, limit other specifically attributable costs to awarded contracts identified in the scope of the competitions	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
1-27. Preliminary Planning Baseline Cost Form Line 4: Overhead Costs (\$000s)	Twelve percent of agency civilian personnel costs reflected on Baseline Cost Form Line 1 (in 000's of \$s) over a prior 12-month period	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
1-28. Preliminary Planning Baseline Cost Form Line 5: Additional Costs (\$000s)	<b>For standard competitions only</b>  Agency costs not otherwise accounted for on Baseline Cost Form Lines 1-3 attributable to unusual and/or special circumstances (e.g., office and plant rearrangements, re-warehousing actions due to gain or loss of facilities) (in 000's of \$s) over a prior 12-month period	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for standard competitions for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
1-29. Preliminary Planning Baseline Cost Form Line 6: Total Cost of Performance (\$000s)	The sum of Baseline Cost Form Lines 1-5 (in 000's of \$s) over a prior 12-month period	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
1-30. Preliminary Planning Baseline Cost for Incumbent Private Sector or Public Reimbursable Provider (\$000s)	The contract costs or the fee-for-service agreement costs of the incumbent provider (in 000's of \$s) over a prior 12-month period established during preliminary planning	User entered	Yes for Private Sector or Public Reimbursable Source incumbent except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
1-31. Preliminary Planning Competition Savings (\$000s)	The estimated savings DoD projects at the start of the competition to achieve from the conduct of the competition (in 000's of \$s) over <b>all</b> planned performance periods	User entered	Yes except for Legacy Initiatives or for a New Requirement
1-32. Section Comments	Comments pertaining exclusively to the Preliminary Planning Baseline Costs	User entered	Optional
<i>Competition Officials</i>			
1-33. PWS Team Leader Name	Name of the PWS Team Leader	User entered with rank, first name, last name. For example: LCDR Larry Jones or Mr. John Smith, or Ms Carol Emmers.	Yes except for Legacy Initiatives and streamlined competition using market research
1-34. PWS Team Leader Phone	Commercial phone number for the PWS Team Leader	User entered	Yes except for Legacy Initiatives and streamlined competition using market research
1-35. PWS Team Leader Email	Email address of the PWS Team Leader	User entered	Yes except for Legacy Initiatives and streamlined competition using market research
1-36. Agency Tender / Cost Estimate Official Name	Name of the Agency Tender Official or, for some Streamlined Competitions, the Agency Cost Estimate Official	User entered with rank, first name, last name. For example: LCDR Larry Jones or Mr. John Smith, or Ms Carol Emmers.	Yes except for Legacy Initiatives
1-37. Agency Tender / Cost Estimate Official Phone	Commercial phone number for the Agency Tender Official or, for some Streamlined Competitions, the Agency Cost Estimate Official	User entered	Yes except for Legacy Initiatives
1-38. Agency Tender / Cost Estimate Official Email	Email address of the Agency Tender Official or, for some Streamlined Competitions, the Agency Cost Estimate Official	User entered	Yes except for Legacy Initiatives
1-39. Human Resource Adviser Name	Name of the Human Resource Adviser	User entered with rank, first name, last name. For example: LCDR Larry Jones or Mr. John Smith, or Ms Carol Emmers.	Yes except for Legacy Initiatives
1-40. Human Resource Adviser Phone	Commercial phone number for the Human Resource Adviser	User entered	Yes except for Legacy Initiatives

<b>DATA ELEMENT NAME</b>	<b>DEFINITION</b>	<b>VALUES</b>	<b>Mandatory?</b>
1-41. Human Resource Adviser Email	Email address of the Human Resource Adviser	User entered	Yes except for Legacy Initiatives
1-42. Contracting Officer Name	Name of the Contracting Officer	User entered with rank, first name, last name. For example: LCDR Larry Jones or Mr. John Smith, or Ms Carol Emmers.	Yes except for Legacy Initiatives
1-43. Contracting Officer Phone	Commercial phone number for the Contracting Officer	User entered	Yes except for Legacy Initiatives
1-44. Contracting Officer Email	Email address of the Contracting Officer	User entered	Yes except for Legacy Initiatives
1-45. Baseline Costing Official Name	Name of the Baseline Costing Official	User entered with rank, first name, last name. For example: LCDR Larry Jones or Mr. John Smith, or Ms Carol Emmers.	Yes except for Legacy Initiatives and for New requirements
1-46. Baseline Costing Official Phone	Commercial phone number for the Baseline Costing Official	User entered	Yes except for Legacy Initiatives and for New requirements
1-47. Baseline Costing Official Email	Email address of the Baseline Costing Official	User entered	Yes except for Legacy Initiatives and for New requirements
1-48. Source Selection Authority Name	Name of the Source Selection Authority	User entered with rank, first name, last name. For example: LCDR Larry Jones or Mr. John Smith, or Ms Carol Emmers.	Yes for standard competitions except for Legacy Initiatives
1-49. Section Comments	Comments pertaining exclusively to the Competition Officials section	User entered	Optional



DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<b>Phase 2 – In-Progress</b>			
<i>Adjustments to Manpower</i>			
2-1. Adjustments to Announced Civilian Authorizations	<p>This data element represents the number of adjustments to the announced authorized civilian positions whose work has been excluded from or included in competition (i.e., requirements have not been included in the PWS)</p> <p><b>Note:</b> Do not adjust for authorizations eliminated through attrition or budget cuts or when reengineering occurs while the CA competition is being conducted. Otherwise, actual savings realized will not be reflected in the competition.</p>	User entered data in a table by location and DoD function	Yes
2-2. Adjustments to Announced Military Authorizations	<p>The number of adjustments to the number of announced authorized military positions whose work has been excluded from or included in competition (i.e., requirements have not been included in the PWS)</p> <p><b>Note:</b> Do not adjust for authorizations eliminated through attrition or budget cuts or when reengineering occurs while the CA competition is being conducted. Otherwise, actual savings realized will not be reflected in the competition.</p>	User entered data in a table by location and DoD function	Yes
2-3. Adjustments to Announced Officer Authorizations	<p><b>Optional</b></p> <p>The number of adjustments to the announced authorized officer positions that are excluded from or included in competition</p>	User entered data in a table by location and DoD function. This data element is independent of Adjustments to Announced Military Authorizations above.	Optional except for Air Force
2-4. Adjustments to Announced Enlisted Authorizations	<p><b>Optional</b></p> <p>The number of adjustments to the number of announced authorized enlisted positions that are excluded from or included in competition</p>	User entered data in a table by location and DoD function. This data element is independent of Adjustments to Announced Military Authorizations above.	Optional except for Air Force

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-5. Refined Civilian Authorizations	The Announced Civilian Authorizations (data element 1-3) plus Adjustments to Civilian Authorizations (data element 2-1)	<b>System Generated</b>	N/A
2-6. Refined Military Authorizations	The Announced Military Authorizations (data element 1-4) plus Adjustments to Announced Military Authorizations (data element 2-2)	<b>System Generated</b>	N/A
2-7. Refined Officer Authorizations	The Announced Officer Authorizations (data element 1-5) plus Adjustments to Announced Officer Authorizations (data element 2-3)	<b>System Generated.</b> This data element is independent of Refined Military Authorizations above.	N/A
2-8. Refined Enlisted Authorizations	The Announced Enlisted Authorizations (data element 1-6) plus Adjustments to Announced Enlisted Authorizations (data element 2-4)	<b>System Generated.</b> This data element is independent of Refined Military Authorizations above.	N/A
<b>Competition Actions</b>			
<b>NOTE:</b> For Streamlined competitions using market research, the data fields in this section required “when a solicitation is issued following market research” will be required and must be entered when recording a final decision.			
2-9. Actual PWS / Description of Services Development Start Date	The actual date PWS / Description of Services development begins which occurs after the start date	User selected from a calendar utility	Yes
2-10. Actual PWS / Description of Services Development Completion Date	The actual date the PWS / Description of Services is accepted by the contracting officer	User selected from a calendar utility	Yes
2-11. Actual Agency Tender / Cost Estimate Development Start Date	The actual date agency tender development starts following the start date or, for some Streamlined Competitions, the start date for developing the agency cost estimate	User selected from a calendar utility	Yes
2-12. Market Research Methods	The methods used to perform the market research <b>Note:</b>	<b>Select All Applicable</b> Request for information (RFI) Research existing contracts	Yes for streamlined competition w/market research

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-13. Solicitation Kind	<p>A designator indicating whether the solicitation has been limited to a specific class of offerors</p> <p><b>Note:</b> The contracting officer is the source for this information.</p>	<p><b>Pick List</b></p> <p>Unrestricted – U</p> <p>Restrict to small business – A</p> <p>Small Business Administration 8(a) set aside Tribal Owned Business – E</p> <p>Small Business Administration 8(a) set aside Hawaiian Owned Organization – F</p> <p>Small Business Administration 8(a) set aside (<b>not</b> a Tribal Owned Business or Hawaiian Owned Organization) – B</p> <p>Javits-Wagner-O’Day Act (JWOD) (41 U.S.C., Sections 46-48c, reference (o)) – C</p> <p><b>Notes:</b> Solicitations under Section 8(a) of section 8(a) of the Small Business Act (15 USC 637(a)) are negotiated.</p>	<p>Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research</p>
2-14. Acquisition Type	<p>The type of acquisition used to obtain offers and tenders</p> <p><b>Note:</b> The contracting officer is the source for this information.</p>	<p><b>Pick List</b></p> <p>Negotiated – N</p> <p>Sealed Bid – S</p> <p><b>Notes:</b> Solicitations under Section 8(a) of the Small Business Act (15 USC 637(a)) are negotiated.</p>	<p>Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research</p>
2-15. Source Selection Process	<p>The type of source selection process used in a negotiated acquisition to select a service provider</p>	<p><b>Pick List</b></p> <p>Lowest Price Technically Acceptable – A</p> <p>Tradeoff – B (Complete items 2-16 thru 2-18 below)</p> <p>Phased Evaluation – D</p> <p><b>Note:</b> Under the previous A-76 Circular, Hybrid – C was a source selection process option.</p>	<p>Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research</p>
2-16. Tradeoff Source Selection Approval Date	<p>The date of the DoD CSO memo approving the use of the tradeoff source selection process</p>	<p>User selected from a calendar utility</p>	<p>Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives</p>

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-17. Tradeoff Source Selection Explanation	A short description of the reason for selecting a tradeoff source selection process	User entered	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-18. Tradeoff Source Selection Documents	Upload electronic copies of the CCSO memo request and the DoD CSO approval memo for use of the tradeoff source selection process to the DCAMIS record in accordance with system instructions <b>Note:</b> The field accepts only one document. If more than one document is applicable, add additional documents by incorporating multiple documents into a single pdf file.	User uploads the DoD CSO approval memo and CCSO requesting memo	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-19. Government Furnished Property	<b>For standard competitions only</b> An indicator that the CCSO has approved providing government property in the solicitation	<b>Radio Button</b> Yes (default value) No	Yes for standard competition except for Legacy Initiatives
2-20. GFP Approval Document Date	<b>For standard competitions only</b> If GFP is approved, the date of the CCSO approval memo	User selected from a calendar utility	Yes for standard competition except for Legacy Initiatives
2-21. GFP Approval Document	<b>For standard competitions only</b> If GFP is approved, upload the CCSO approval memo to the competition record in accordance with system instructions. <b>Note:</b> The field accepts only one document. If more than one document is applicable, add additional documents by incorporating multiple documents into a single pdf file.	User uploads CCSO approval memo	Yes for standard competition except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-22. Contract Type	An indicator for the type of contract to be awarded to a private sector source	<p><b>Pick List</b>                      Firm Fixed Price (or predominantly FFP) – A                      Cost Reimbursement (or predominantly cost reimbursement) – B  <b>Note:</b> In a predominantly FFP contract, over 50% of the total offer will be fixed. Likewise, in a predominantly cost reimbursement contract, over 50% of the total offer will be reimbursed.</p>	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research
2-23. Incentives Offered	An indicator of the type of incentives included in the solicitation	<p><b>Pick List</b>                      Award Fee                      Incentive Fee                      None</p>	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research
2-24. Solicitation Issue Date	The actual date the solicitation is issued	User selected from a calendar utility	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research
2-25. Initial Solicitation Closing Date	The solicitation's original closing date	User selected from a calendar utility	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-26. Number of Closing Date Amendments	The number of times the original solicitation closing date was amended	User entered (default value is zero)	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-27. Actual Solicitation Closing Date	The actual date identified in the solicitation for tenders and offers to be submitted to the contracting officer <b>Note:</b> If the solicitation was amended, this is the closing date in the final amendment.	User selected from a calendar utility <b>Note:</b> This field will only activate when a number greater than zero is entered in 2-26 above. If 2-26 remains zero, the Initial Solicitation Closing Date will automatically populate this field.	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research
<b>Offers/Tenders Determination</b>			
<b>NOTE:</b> For Streamlined competitions using market research, the data fields in this section required “when a solicitation is issued following market research” will be required and must be entered when recording a final decision.			
2-28. Number of Private Sector Offers Received	Total number of private sector offers received by the solicitation closing date	User entered	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-29. Number of Public Reimbursable Tenders Received	Total number of public reimbursable tenders received by the solicitation closing date	User entered	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-30. Offers Determination	For the number of private sector offers and public reimbursable tenders indicated in the preceding data elements, the number that are determined to be responsible, responsive, not responsible, and/or non-responsive	User entered zero or positive value into a grid for: Responsible and responsive Responsible but non-responsive Not responsible but responsive Not responsible and non-responsive	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-31. Impact of Offers Determination	The resulting contracting actions taken by the DoD CSO if no private sector offers or public reimbursable tenders were accepted as responsible and responsive	<b>Pick List</b> Revise solicitation Implement agency tender	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-32. DoD CSO Determination Approval Date	The date of the DoD CSO memo revising the solicitation or implementing the agency tender	User selected from a calendar utility	Yes when no responsive and responsible offers are received for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-33. DoD CSO Determination Document(s)	Upload electronic copies of the CCSO's memo justifying their offers determination and the DoD CSO written approval to the DCAMIS record in accordance with system instructions <b>Note:</b> The field accepts only one document. If more than one document is applicable, add additional documents by incorporating multiple documents into a single pdf file	User uploads the CCSO's memo and DoD CSO's written approval	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-34. Offers Determination Comments	A brief description of the offers determination justification stated in the CCSO/CSO documentation for the final resolicitation, if applicable	User entered	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives



DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-35. Number of Private Sector Offers Received on Resolicitation	Total number of private sector offers received by the solicitation closing date of the resolicitation.	User entered	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research
2-36. Number of Public Reimbursable Tenders Received on Resolicitation	Total number of public reimbursable tenders received by the solicitation closing date	User entered	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-37. Offers Determination for Resolicitation	For the number of private sector offers and public reimbursable tenders indicated in the preceding data elements, the number that are determined to be responsible, responsive, not responsible, and/or non-responsive	User entered zero or positive value into a grid for: Responsible and responsive Responsible but non-responsive Not responsible but responsive Not responsible and non-responsive	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-38. Impact of Offers Determination for Resolicitation	The resulting contracting actions taken by the DoD CSO if no private sector offers or public reimbursable tenders were accepted as responsible and responsive	<b>System Generated</b> Implement agency tender	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
2-39. DoD CSO Resolicitation Determination Document(s)	<p>Upload electronic copy of the DoD CSO written approval to the DCAMIS record in accordance with system instructions</p> <p><b>Note:</b> The field accepts only one document. If more than one document is applicable, add additional documents by incorporating multiple documents into a single pdf file.</p>	User uploads the DoD CSO's written approval	Yes for standard competition and streamlined competition w/solicitation or when a solicitation is issued following market research except for Legacy Initiatives
2-40. Section Comments	Comments pertaining exclusively to the data in Phase 2	User entered	Optional

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<b>Phase 3 – Decision</b>			
<i>Performance Decision</i>			
3-1. Performance Decision	The source indicated on Line 18 of the initial signed and certified SCF or SLCF <b>Note:</b> This reflects the performance decision and cannot be changed if subsequent dispute decisions result in a revised SCF or SLCF.	<b>Pick List</b> Private Sector – C Agency – I Public Reimbursable Source – S	Yes
3-2. Performance Decision Date	The date on the initial SCF or SLCF that all certifications are completed on the SCF or SCLF, signifying the performance decision <b>This is the end date for all competitions.</b> <b>Note:</b> This reflects the performance decision and cannot be changed if subsequent dispute decisions result in a revised SCF or SLCF.	User selected from a calendar utility	Yes
3-3. Decision Rationale	The rationale for selecting the service provider reflected in the performance decision <b>Note:</b> This reflects the performance decision and cannot be changed if subsequent dispute decisions result in a revised SCF or SLCF.	<b>Pick List</b> Cost – C Other – O ( <b>For OSD use only</b> – Complete 3-4 below.) No satisfactory commercial source – N <b>Note:</b> If no offers or public reimbursable tenders were received or none were recorded as Responsible and Responsive in data element 2-30 above, the decision cannot be based on cost. Therefore the system automatically enters <b>No satisfactory commercial source.</b>	Yes
3-4. Explanation for Other	An explanation for selecting “Other” in 3-3 above	<b>OSD user entered</b>	Yes for Standard Competition except for Legacy Initiatives
3-5. Section Comments	Comments pertaining exclusively to the data in the Performance Decision section	User entered	Optional

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<i>Cost of Conducting Competition</i>			
<p><b>NOTE:</b> Reference OMB Memo, October 15, 2004, <i>Report to Congress on FY 2004 Competitive Sourcing Efforts</i>. OMB requires federal agencies to report the incremental costs of conducting public-private competitions under the Circular by FY while the competition is in-progress. Each DoD organization shall record these costs each fiscal year for each competitions in an in-progress status during the fiscal year.</p> <p>Incremental costs are the increase or decrease in an agency's total costs that would result from an agency decision to increase or decrease output level, to add a service or task, or to change any portion of operations. Since full-time permanent civilian employees and military personnel are resourced in the DoD budget, the incremental labor costs are zero for full-time permanent civilian employees and military personnel that conduct public-private competitions. Incremental costs include (1) the cost of temporary civilian employee backfilling the full-time permanent civilian or military that is temporarily assigned to support the competition, (2) the cost of a temporary civilian employee or contract to support the competition, (3) overtime to support the competition, and (4) other direct costs for conducting the competition.</p>			
<p>3-6. Total Regular Pay Staff Hours for Permanent Civilian Employees</p>	<p>The number of staff hours expended (excluding overtime) by permanent civilian employees by FY for conducting the competition from public announcement date to the performance decision date</p> <p>Includes staff hours for competition officials.</p> <p><b>Note:</b> DCAMIS will create a matrix by FY of this and the next 9 data elements based on the public announcement date and the statutory maximum length of time to complete the competition. The user is required to enter the number for each FY by 30 Nov following the end of the FY.</p>	<p><b>Note:</b> If a standard competition is scheduled to start in July 2004 and end in January 2006 but reaches the performance decision in August 2005, enter zero for the FY 2006 hours expended.</p>	<p>Yes except for Legacy Initiatives</p>
<p>3-7. Total Staff Hours for Military Officer Personnel</p>	<p>The number of staff hours expended by military officer personnel by FY for conducting the competition from public announcement date to the performance decision date or for backfilling permanent positions engaged in conducting the competition during that period</p> <p>Includes staff hours for competition officials.</p> <p><b>Note:</b> The user is required to enter in the matrix the number for each FY by 30 Nov following the end of the FY.</p>	<p><b>Note:</b> If a standard competition is scheduled to start in July 2004 and end in January 2006 but reaches the performance decision in August 2005, enter zero for the FY 2006 hours expended.</p>	<p>Yes except for Legacy Initiatives</p>

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<p>3-8. Total Staff Hours for Military Enlisted Personnel</p>	<p>The number of staff hours expended by military enlisted personnel by FY for conducting the competition from public announcement date to the performance decision date or for backfilling permanent positions engaged in conducting the competition during that period</p> <p>Includes staff hours for competition officials.</p> <p><b>Note:</b> The user is required to enter in the matrix the number for each FY by 30 Nov following the end of the FY.</p>	<p><b>Note:</b> If a standard competition is scheduled to start in July 2004 and end in January 2006 but reaches the performance decision in August 2005, enter zero for the FY 2006 hours expended.</p>	<p>Yes except for Legacy Initiatives</p>
<p>3-9. Total Regular Pay Staff Hours for Temporary Civilian Employees</p>	<p>The number of staff hours expended (excluding overtime) by DoD temporary civilian employees by FY for conducting the competition from public announcement date to the performance decision date or for backfilling permanent positions engaged in conducting the competition during that period</p> <p>Includes staff hours for competition officials.</p> <p><b>Note:</b> The user is required to enter in the matrix the number for each FY by 30 Nov following the end of the FY.</p>	<p><b>Note:</b> If a standard competition is scheduled to start in July 2004 and end in January 2006 but reaches the performance decision in August 2005, enter zero for the FY 2006 hours expended.</p>	<p>Yes except for Legacy Initiatives</p>
<p>3-10. Total Paid Overtime Staff Hours</p>	<p>The number of agency staff overtime hours paid to civilian employees by FY for conducting the competition from public announcement date to the performance decision date</p> <p>Includes staff hours for competition officials.</p> <p><b>Note:</b> The user will be required to enter in the matrix the number for each FY by 30 Nov following the end of the FY.</p>	<p><b>Note:</b> If a standard competition is scheduled to start in July 2004 and end in January 2006 but reaches the performance decision in August 2005, enter zero for the FY 2006 hours expended.</p>	<p>Yes except for Legacy Initiatives</p>

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-11. Consultant Costs (\$000)	<p>The contract costs for consultants by FY to assist in conducting the competition from public announcement date to the performance decision date, in thousands of dollars, rounded to the nearest whole number</p> <p><b>Note:</b> The user will be required to enter in the matrix the number for each FY by 30 Nov following the end of the FY.</p>	<p><b>Note:</b> If a standard competition is scheduled to start in July 2004 and end in January 2006 but reaches the performance decision in August 2005, enter zero for the FY 2006 costs.</p>	Yes
3-12. All Other Costs (\$000)	<p>The amount paid by FY for other costs associated with the competition (e.g., travel, copier costs, supplies) from public announcement date to the performance decision date, in thousands of dollars, rounded to the nearest whole number</p> <p><b>Note:</b> The user will be required to enter in the matrix the number for each FY by 30 Nov following the end of the FY.</p>	<p><b>Note:</b> If a standard competition is scheduled to start in July 2004 and end in January 2006 but reaches the performance decision in August 2005, enter zero for the FY 2006 costs.</p>	Yes except for Legacy Initiatives
3-13. Average DoD Cost for a Civilian Staff Hour	<p>The average hourly cost including salary and benefits of a civilian staff hour to the nearest whole dollar for DoD government personnel by FY</p> <p><b>Note:</b> As noted above, DCAMIS will include this data element in a matrix by FY.</p>	<p><b>OSD entered data based on the average cost of a DoD civilian staff hour used to generate DoD budget materials</b></p>	N/A
3-14. Average DoD Cost for a Military Officer Staff Hour	<p>The average hourly cost including salary and benefits of a military officer staff hour to the nearest whole dollar for DoD government personnel by FY</p> <p><b>Note:</b> As noted above, DCAMIS will include this data element in a matrix by FY.</p>	<p><b>OSD entered data based on the average cost of a DoD civilian staff hour used to generate DoD budget materials</b></p>	N/A

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-15. Average DoD Cost for a Military Enlisted Staff Hour	<p>The average hourly cost including salary and benefits of a military enlisted staff hour to the nearest whole dollar for DoD government personnel by FY</p> <p><b>Note:</b> As noted above, DCAMIS will include this data element in a matrix by FY.</p>	<p><b>OSD entered data based on the average cost of a DoD civilian staff hour used to generate DoD budget materials</b></p>	<p>N/A</p>
3-16. Average DoD Incremental Cost for a Temporary Civilian Staff Hour	<p>The average hourly incremental cost of the salary and benefits of a temporary civilian staff hour to the nearest whole dollar for DoD government personnel by FY</p> <p><b>Note:</b> As noted above, DCAMIS will include this data element in a matrix by FY.</p>	<p><b>OSD entered data based on the average cost of a DoD civilian staff hour used to generate DoD budget materials</b></p>	<p>N/A</p>
3-17. Average DoD Incremental Cost for an Overtime Staff Hour	<p>The average hourly incremental cost of the salary and benefits of an overtime civilian staff hour to the nearest whole dollar for DoD government personnel by FY</p> <p><b>Note:</b> As noted above, DCAMIS will include this data element in a matrix by FY.</p>	<p><b>OSD entered data based on the average cost of a DoD civilian staff hour used to generate DoD budget materials</b></p>	<p>N/A</p>
3-18. Incremental Costs of Conducting the Competition (\$000)	<p>The incremental cost by FY for conducting the competition from public announcement date to the performance decision date (in 000's of \$s)</p> <p>The results are generated from data elements 3-9 thru 3-12, 3-16 and 3-17.</p> <p><b>Note:</b> As noted above, DCAMIS will include this data element in a matrix by FY.</p>	<p><b>System Generated upon completion of other competition cost fields.</b></p>	<p>N/A</p>

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-19. Total Costs of Conducting the Competition (\$000)	The total cost by FY for conducting the competition from public announcement date to the performance decision date (in 000's of \$s) The results are generated from data elements 3-6 thru 3-17. <b>Note:</b> As noted above, DCAMIS will include this data element in a matrix by FY.	<b>System Generated upon completion of other competition cost fields except for Legacy Initiatives.</b>	N/A except Yes for Legacy Initiatives
3-20. Incremental Costs Comments	Comments pertaining to the incremental costs for conducting the competition	User entered	Optional
<i>Disputes</i>			
3-21. Contests Received?	An indicator that a contest has been filed IAW the Circular	<b>Radio Button</b> Yes No (default value)	Yes for Standard Competition
3-22. Date Contest Filed	The date the first contest is filed	User selected from a calendar utility	Yes for Standard Competition
3-23. Contest Source	The directly interested party(ies) filing a contest with the agency	<b>Pick List (multi-selection)</b> Private Sector Offeror – C Public Reimbursable Certifying Official – S Agency Tender Official – E Agent of Agency Employees – U <b>Note:</b> Under the previous A-76 Circular, Non-selected contractor – N was a source selection process option.	Yes for Standard Competition
3-24. SCF Recomputed?	An indicator that the dispute resolution required recomputation of the original SCF	<b>Pick List</b> Yes No (default value)	Yes for Standard Competition
3-25. Contest Impact	An indicator of the impact of the contest decision on the performance decision	<b>Pick List</b> Unchanged Changed Recomputed	Yes for Standard Competition
3-26. Performance Decision Reversal	The source of the service provider resulting from a reversal of the performance decision	<b>Pick List</b> Private Sector – C Agency – I Public Reimbursable Source – S	Yes for Standard Competition
3-27. Contest Resolution Date	The date the agency announces the last contest decision	User selected from a calendar utility	Yes for Standard Competition
3-28. Contest Comments	Summary of contest decision	User entered	Optional



<b>DATA ELEMENT NAME</b>	<b>DEFINITION</b>	<b>VALUES</b>	<b>Mandatory?</b>
3-29. GAO Protest Filed?	An indicator that a private sector contractor has filed a protest with the GAO	<b>Radio Button</b> Yes No (default value)	Yes
3-30. GAO Protest Received Date	If a bid protest is filed, the date the first protest was filed with the GAO	User selected from a calendar utility	Yes
3-31. GAO Protest Resolution	The method used to resolve the GAO Protest	<b>Pick List</b> GAO Written Decision – G Corrective Action by Agency – C	Yes
3-32. GAO Protest Case Number	When a written GAO decision is rendered, the number assigned by GAO to the protest	User entered	Yes
3-33. SCF Recomputed?	An indicator that the protest resolution required recomputation of the original SCF	<b>Radio Button</b> Yes No (default value)	Yes
3-34. GAO Protest Impact	An indicator of the impact of the protest decision on the performance decision	<b>Pick List</b> Unchanged Changed Recompeted	Yes
3-35. Performance Decision Reversal	The source of the service provider resulting from a reversal of the performance decision	<b>Pick List</b> Private Sector – C Agency – I Public Reimbursable Source – S	Yes
3-36. GAO Protest Resolution Date	The date the final GAO protest is resolved	User selected from a calendar utility	Yes
3-37. GAO Protest Comments	An explanation of the GAO protest results and other comments pertaining to the GAO protest process	User entered	Optional
3-38. Court Action Filed?	An indicator that a court action has been filed	<b>Radio Button</b> Yes No (default value)	Yes
3-39. Court ID	The name of the court	User entered	Yes
3-40. Court Action Filing Date	The date the first court action is filed	User selected from a calendar utility	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-41. Court Action Source	Directly interested party(ies) filing the court action	<b>Pick List (multi-selection)</b> Private Sector Offeror – C Public Reimbursable Certifying Official – S Agency Tender Official – E Agent of Agency Employees – U <b>Note:</b> Under the previous A-76 Circular, Non-selected contractor – N was a source selection process option.	Yes
3-42. Court Case Resolution	An indicator of how the case was resolved	<b>Pick List</b> Out of Court Settlement Court Decision	Yes
3-43. SCF Recomputed?	An indicator that the court's resolution required recomputation of the original SCF	<b>Radio Button</b> Yes No (default value)	Yes
3-44. Court Decision Impact	An indicator of the impact of the court decision on the performance decision	<b>Pick List</b> Unchanged Changed Recomputed	Yes
3-45. Performance Decision Reversal	The source of the service provider resulting from a reversal of the performance decision	<b>Pick List</b> Private Sector – C Agency – I Public Reimbursable Source – S	Yes
3-46. Court Action Explanation	An explanation of the court action and other comments pertaining to the court action process. Identify the court handling the case.	User entered	Yes
3-47. Court Action Date	The date the final court action is announced	User selected from a calendar utility	Yes
3-48. Unfair Labor Practice Action Filed?	An indicator that an Unfair Labor Practice action has been filed	<b>Radio Button</b> Yes No (default value)	Yes except for Legacy Initiatives
3-49. Unfair Labor Practice Action Received Date	If an Unfair Labor Practice action is filed, the date the first action was filed	User selected from a calendar utility	Yes except for Legacy Initiatives
3-50. Unfair Labor Practice Action Resolution	The method used to resolve the Unfair Labor Practice action	<b>Pick List</b> Written Decision – G Corrective Action by Agency – C	Yes except for Legacy Initiatives
3-51. SCF Recomputed?	An indicator that the Unfair Labor Practice action resolution required recomputation of the original SCF	<b>Radio Button</b> Yes No (default value)	Yes except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-52. Unfair Labor Practice Action Impact	An indicator of the impact of the Unfair Labor Practice action decision on the performance decision	<b>Pick List</b> Unchanged Changed Recompleted	Yes except for Legacy Initiatives
3-53. Performance Decision Reversal	The source of the service provider resulting from a reversal of the performance decision	<b>Pick List</b> Private Sector – C Agency – I Public Reimbursable Source – S	Yes except for Legacy Initiatives
3-54. Unfair Labor Practice Action Resolution Date	The date the final Unfair Labor Practice action is resolved	User selected from a calendar utility	Yes except for Legacy Initiatives
3-55. Unfair Labor Practice Action Comments	An explanation of the Unfair Labor Practice action results and other comments pertaining to the Unfair Labor Practice action process	User entered	Optional
<b>Final Decision</b>			
<p><b>NOTES:</b> DCAMIS will initially have a manual over write / entry capability that can be used in lieu of the electronic upload utility to populate data generated in COMPARE.</p> <p>For some streamlined competitions using market research not involving solicitations and reaching a performance decision for Agency performance, the performance decision is the final decision. This section must be filled out separate from the Performance Decision Section for these competitions.</p>			
3-56. Planned First Period of Full Performance Start Date	The planned start date for the first period of full performance <b>Note:</b> The system must create a cost and information grid to capture data entered in this section, the Adjusted Baseline Costs section, and the Competition Form Cost Details section below. Data elements 3-56 thru 3-58 must be manually entered or entered via an initial upload of the adjusted baseline cost file from COMPARE.	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b> <b>Note:</b> The system will enforce the following rules: 1) first and last periods of full performance are less than or equal to 12 months and 2) all other periods equal 12 months.	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
3-57. Planned First Period of Full Performance End Date	The planned end date for the first period of full performance	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b> <b>Note:</b> The system will enforce the following rules: 1) first and last periods of full performance are less than or equal to 12 months and 2) all other periods equal 12 months.	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-58. Planned Last Period of Full Performance End Date	The planned end date for the last period of full performance	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b> <b>Note:</b> The system will enforce the following rules: 1) first and last periods of full performance are less than or equal to 12 months and 2) all other periods equal 12 months.	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
3-59. Final Decision	The source indicated on Line 18 of the signed and certified SCF or SLCF for the final decision	<b>Pick List</b> Private Sector – C Agency – I Public Reimbursable Source – S	Yes
3-60. Final Decision Date	The date that all certifications are completed on the SCF or SLCF for the final decision	User selected from a calendar utility	Yes
3-61. Decision Rationale	The rationale for selecting the service provider in a final decision	<b>Pick List</b> Cost – C Other – O ( <b>For OSD use only</b> – Complete 3-62 below.) No satisfactory commercial source – N <b>Note:</b> If no offers or public reimbursable tenders were received or none were recorded as Responsible and Responsive in data element 2-30 or 2-37 above, the decision cannot be based on cost. Therefore the system automatically enters <b>No satisfactory commercial source.</b>	Yes
3-62. Explanation for Other	An explanation for selecting “Other” in 3-61 above	<b>OSD user entered</b>	Yes for Standard Competition except for Legacy Initiatives
3-63. Signed SCF/SLCF	Upload electronic copies of the signed, certified SCF/SLCF used to make the final decision to the DCAMIS record within 5 calendar days of the final decision date in accordance with system instructions	User uploads the memos from the DoD CSO deviation to OMB and the OMB’s approval.	Yes except for Legacy Initiatives
3-64. Name of MEO Letter of Obligation POC	The name of the point of contact for the MEO letter of obligation	User entered	Yes except for Legacy Initiatives
3-65. Position of MEO Letter of Obligation POC	The position of the point of contact for the MEO letter of obligation	User entered	Yes except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-66. Contractor/ Public Reimbursable Source Name	The name of the selected contractor or public reimbursable source	User entered	Yes
3-67. Prime Contractor Size	For a contract decision, an indicator of the size of the selected prime contractor	<b>Pick List</b> Large – L (Large business contractor) Small – S (Small and/or Small/ Disadvantaged business contractor)	Yes
3-68. Solicitation Cancellation Date	For agency or public reimbursable decisions, the date the contracting officer publishes an amendment to cancel the solicitation <b>Note:</b> Applies to a standard competition where a solicitation is issued and the decision favors the agency.	User selected from a calendar utility	Yes
3-69. Congressional Notification Date (Decision)	For all final decisions, the date Congress is notified of a performance decision IAW Section 2461, Title 10	User selected from a calendar utility	Yes
3-70. Public Announcement Date for Decision	The date the Agency makes the formal public announcement of the final decision at the local level and via FedBizOpps.gov	User selected from a calendar utility	Yes
3-71. Section Comments	Comments pertaining exclusively to the data in the Final Decision section	User entered	Optional
<b>Adjusted Baseline Cost</b>			
<b>NOTE:</b> DCAMIS will initially have a manual over write / entry capability that can be used in lieu of the electronic upload utility to populate data generated in COMPARE.			
3-72. Baseline Government Furnished Property Costs (\$000s)	The cost (or value) of the government furnished property (in 000's of \$s)	User entered	Yes for standard competitions except for Legacy Initiatives
3-73. Adjusted Baseline Cost Form Line 1: Personnel Costs (\$000s)	Agency labor costs for direct and indirect labor necessary to meet the requirements in the solicitation (in 000's of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-74. Adjusted Baseline Cost Form Line 2: Material and Supply Costs (\$000s)	Agency cost of materials and supplies such as office supplies, including handling and inflation (in 000's of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
3-75. Adjusted Baseline Cost Form Line 3: Other Specifically Attributable Costs (\$000s)	For a standard competition, the costs that are used to perform the commercial activity such as facilities, equipment, services, depreciation, cost of capital, rent, utilities, insurance, travel, existing contracts , maintenance and repair, and other costs (in 000's of \$s)  For a streamlined competition, limit other specifically attributable costs to awarded contracts identified in the scope of the competitions	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
3-76. Adjusted Baseline Cost Form Line 4: Overhead Costs (\$000s)	Twelve percent of agency civilian personnel costs reflected on Baseline Cost Form Line 1 (in 000's of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
3-77. Adjusted Baseline Cost Form Line 5: Additional Costs (\$000s)	<b>For standard competitions only</b> Agency costs not otherwise accounted for on Baseline Cost Form Lines 1-4 attributable to unusual and/or special circumstances (e.g., office and plant rearrangements, re-warehousing actions due to gain or loss of facilities) (in 000's of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for standard competitions for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
3-78. Adjusted Baseline Cost Form Line 6: Total Cost of Performance (\$000s)	The sum of Baseline Cost Form Lines 1-5 (in 000's of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes for Agency or Mixed or Expansion prior operations

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-79. Adjusted Baseline Cost for Incumbent Private Sector or Public Reimbursable Provider (\$000s)	The contract costs (price) or the fee-for-service agreement costs of the incumbent provider (in 000's of \$s) over all projected periods of full performance	User entered	Yes for Private Sector or Public Reimbursable Source incumbent except for Legacy Initiatives
3-80. Section Comments	Comments pertaining exclusively to the data in the Adjusted Baseline Costs section	User entered	Optional
<i>Competition Form Cost Details</i>			
<b>NOTE:</b> DCAMIS will initially have a manual over write / entry capability that can be used in lieu of the electronic upload utility to populate data generated in COMPARE.			
3-81. Phase-In Period Start Date	The 1 <sup>st</sup> day of the Phase-In period	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes
3-82. Period of Full Performance Start Date	The 1 <sup>st</sup> day of each period of full performance	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes
3-83. Period of Full Performance End Date	The last day of each period of full performance (annual)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes
3-84. Agency Tender FTEs	The FTEs identified in the agency tender for each period of full performance (annual) as reflected in the SCF/SLCF	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes
3-85. SCF/SLCF Line 1: Personnel Costs (\$000s)	Agency labor costs for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-86. SCF/SLCF Line 2: Material and Supply Costs (\$000s)	Agency cost of materials and supplies for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-87. SCF/SLCF Line 3: Other Specifically Attributable Costs (\$000s)	Agency costs for other costs such as the cost of capital, depreciation capital assets, rent, utilities, insurance, and MEO subcontracts for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-88. SCF/SLCF Line 4: Overhead Costs (\$000s)	Twelve percent of agency civilian personnel costs reflected on SCF/SLCF Line 1 for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-89. SCF Line 5: Additional Costs (\$000s)	Agency costs not otherwise accounted for on SCF Lines 1-4, such as phase-in costs and one-time conversion costs for an expansion, new requirement, or conversion from a private sector or public reimbursable provider to agency performance for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-90. SCF/SLCF Line 6: Total Cost of Agency Performance (\$000s)	The sum of SCF Lines 1-5 for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes
3-91. SCF/SLCF Line 7: Contract Price or Public Reimbursable Cost Estimate (\$000s)	The contract price or the public reimbursable cost on SCF/SLCF Line 6/6a for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes
3-92. SCF/SLCF Line 8: Contract Administration Costs (\$000s)	Agency costs for administering the contract for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-93. SCF Line 9: Additional Costs (\$000s)	Agency costs that are added to the private sector's or public reimbursable provider's cost for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-94. SCF Line 10: One-time Conversion Costs (\$000s)	Agency one-time conversion costs added to the private sector's or public reimbursable source's cost for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-95. SCF Line 11: Gain on Assets (\$000s)	Agency revenue generated from the sale/transfer of agency assets added to the private sector's or public reimbursable's cost or each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives



DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-96. SCF/SLCF Line 12: Federal Income Tax Adjustment (\$000s)	Federal government revenue generated from a private sector provider's federal income tax for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-97. SCF/SLCF Line 13: Total Adjusted Cost of Private Sector or Public Reimbursable Performance (\$000s)	The sum of Lines 7-12 for each period of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes
3-98. SCF/SLCF Line 14: Conversion Differential (\$000s)	The total conversion differential for all of the periods of full performance (annual) (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for streamlined competition decisions based on market research
3-99. SCF/SLCF Line 15: Adjusted Total Cost of Agency Performance (\$000s)	If the incumbent is the agency, the total for all periods for SCF/SLCF Line 6 (in 000s of \$s) If the incumbent is private sector or public reimbursable source, the total for all periods for SCF/SLCF Line 6 plus SCF/SLCF Line 14 (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-100. SCF Line 16: Adjusted Total Cost of Private Sector or Public Reimbursable Performance (\$000s)	If the incumbent is the agency, the total for all periods for SCF/SLCF Line 13 plus SCF/SLCF Line 14 (in 000s of \$s) If the incumbent is private sector or public reimbursable source, the total for all periods for SCF/SLCF Line 13 (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives
3-101. SCF/SLCF Line 17: Cost Difference (\$000s)	SCF/SLCF Line 16 minus SCF/SLCF Line 15 (in 000s of \$s)	<b>Data obtained via a download utility in COMPARE and electronically uploaded into DCAMIS</b>	Yes except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
3-102. Estimated Savings (\$000)	The estimated dollar savings based upon the SCF or SLCF for all performance periods (annual) <b>(excluding the phase-in period)</b> in thousands of dollars, rounded to the nearest whole number. Equals Adjusted Baseline Costs from data elements 3-78 or 3-79 above minus the selected service provider's cost. (SCF/SLCF Line 6 for agency and SCF/SLCF Line 7 for private sector or public reimbursable performers)	<b>System Generated upon completion of other competition form cost fields.</b>	N/A
3-103. Section Comments	Comments pertaining exclusively to the data in the SCF/SLCF	User entered	Optional

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<b>Phase 4 – Post Decision</b>			
<i>Transition Actions</i>			
4-1. Civilian Workforce Actions	The actions implemented to reduce the directly affected permanent civilian employees	<b>Pick List</b> (Select all applicable) None VERA VSIP RIF	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
4-2. VERA Period Start Date	The actual start date of the VERA election period	User selected from a calendar utility when VERA is selected in 4-1 above	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
4-3. VERA Period End Date	The actual end date of the VERA election period	User selected from a calendar utility when VERA is selected in 4-1 above	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
4-4. VSIP Period Start Date	The actual start date of the VSIP election period	User selected from a calendar utility when VSIP is selected in 4-1 above	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
4-5. VSIP Period End Date	The actual end date of the VSIP election period	User selected from a calendar utility when VSIP is selected in 4-1 above	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
4-6. RIF Period Start Date	The actual start date of the RIF process	User selected from a calendar utility when RIF is selected in 4-1 above	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
4-7. RIF Period End Date	The actual end date of the RIF process	User selected from a calendar utility when RIF is selected in 4-1 above	Yes for Agency or Mixed or Expansion prior operations except for Legacy Initiatives
4-8. Civilians Accepting VERA	<p>The actual number of directly affected permanent civilian employees in the commercial activity that accepted VERA</p> <p>Do NOT include temporary, term, NAF or foreign national employees.</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1st performance period (phase-in period). This number of employees may differ from those reported in a Congressional notification.</p> <p>It is important for DoD to track actual employees impacted vice estimates or authorizations, to the maximum extent practicable.</p>	User entered	Yes for Agency or Mixed or Expansion prior operations
4-9. Civilians Accepting VSIP	<p>The actual number of directly affected permanent civilian employees in the commercial activity that accepted VSIP</p> <p>Do NOT include temporary, term, NAF or foreign national employees.</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period). This number of employees may differ from those reported in a Congressional notification.</p> <p>It is important for DoD to track actual employees impacted vice estimates or authorizations, to the maximum extent practicable.</p>	User entered	Yes for Agency or Mixed or Expansion prior operations

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<p>4-10. Civilian Transfers</p>	<p>The actual number of directly affected permanent civilian employees that were placed in other government jobs</p> <p>Do NOT include employees impacted through bump and retreat actions that are not directly affected permanent civilian employees. Do not include temporary, term, NAF or foreign national employees.</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p> <p>This number of employees may differ from those reported in a Congressional notification.</p> <p>It is important for DoD to track actual employees impacted vice estimates or authorizations, to the maximum extent practicable.</p>	<p>User entered</p>	<p>Yes for Agency or Mixed or Expansion prior operations</p>
<p>4-11. Civilian Retirements</p>	<p>The actual number of directly affected permanent civilian employees that take normal and early retirement as a result of the decision. Do NOT include employees impacted through bump and retreat actions that are not directly affected permanent civilian employees. Do not include temporary, term, NAF or foreign national employees.</p> <p><b>Notes:</b> : The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p> <p>This number of employees may differ from those reported in a Congressional notification.</p> <p>It is important for DoD to track actual employees impacted vice estimates or authorizations, to the maximum extent practicable.</p>	<p>User entered</p>	<p>Yes for Agency or Mixed or Expansion prior operations</p>

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<p>4-12. Civilian Involuntary Separations</p>	<p>The actual number of directly affected permanent civilian employees that were involuntarily separated from Federal employment as a result of the decision. Do NOT include employees impacted through bump and retreat actions that are not directly affected permanent civilian employees. Do not include temporary, term, NAF or foreign national employees.</p> <p><b>Notes:</b> Involuntary separations will occur only if a RIF is conducted.</p> <p>The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p> <p>This number of employees may differ from those reported in a Congressional notification.</p> <p>It is important for DoD to track actual employees impacted vice estimates or authorizations, to the maximum extent practicable.</p>	<p>User entered when RIF is selected in 4-1 above</p>	<p>Yes for Agency or Mixed or Expansion prior operations</p>
<p>4-13. Vacant Civilian Authorizations</p>	<p>The actual number of unfilled civilian authorizations compared to the Refined Civilian Authorizations at the time of Congressional notification</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p> <p>This number of employees may differ from those reported in a Congressional notification.</p> <p>It is important for DoD to track actual employees impacted vice estimates or authorizations, to the maximum extent practicable.</p>	<p>User entered</p>	<p>Yes for Agency or Mixed or Expansion prior operations</p>

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<p>4-14. Vacant Military Authorizations</p>	<p>The actual number of unfilled military authorizations compared to the Refined Military Authorizations at the time of Congressional notification</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period). This number of employees may differ from those reported in a Congressional notification.</p> <p>It is important for DoD to track actual employees impacted vice estimates or authorizations, to the maximum extent practicable.</p>	<p>User entered</p>	<p>Yes for Agency or Mixed or Expansion prior operations</p>
<p>4-15. Involuntarily Separated Employees on Right of First Refusal List</p>	<p>For all decisions, the actual number of directly affected permanent civilians from 4-12 whose names were on the Right of First Refusal List provided to the contractor</p> <p>Does not include permanent directly affected civilian employees that voluntarily take VERA/VSIP or retire.</p> <p><b>Note:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p>	<p>User entered when RIF is selected in 4-1 above</p>	<p>Yes for Agency or Mixed or Expansion prior operations</p>
<p>4-16. Employees Paid Severance Pay</p>	<p>The actual number of directly affected permanent civilian employees from 4-12 above that will be paid severance pay upon their separation from Federal employment as a result of the final decision</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period). This number of employees may differ from those reported in a Congressional notification.</p>	<p>User entered when RIF is selected in 4-1 above</p>	<p>Yes for Agency or Mixed or Expansion prior operations</p>

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
4-17. Total Actual Amount of Relocation Costs (\$000)	<p>The actual amount of relocation costs paid to directly affected permanent civilian employees in 4-10 above, in thousands of dollars, rounded to the nearest whole number</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p>	User entered	Yes for Agency or Mixed or Expansion prior operations
4-18. Total Actual Amount of Severance Paid (\$000)	<p>The actual amount of severance paid to the directly affected permanent civilian employees in 4-12 above, in thousands of dollars, rounded to the nearest whole number</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p>	User entered when RIF is selected in 4-1 above	Yes for Agency or Mixed or Expansion prior operations
4-19. Total Actual Amount of Retraining Costs (\$000)	<p>The actual amount of retraining costs paid for directly affected permanent civilian employees in thousands of dollars, rounded to the nearest whole number</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p>	User entered	Yes for Agency or Mixed or Expansion prior operations
4-20. Total Actual Continuing Health Care (TCC) Paid (\$000)	<p>The actual amount of continuing health care (TCC) paid to the civilian permanent employees in 4-12 above, in thousands of dollars, rounded to the nearest whole number</p> <p><b>Notes:</b> The last update to these numbers is as of the last day of the 1<sup>st</sup> performance period (phase-in period).</p>	User entered when RIF is selected in 4-1 above	Yes for Agency or Mixed or Expansion prior operations
4-21. Section Comments	Comments pertaining exclusively to the data in Transition Actions	User entered	Optional
<i>Service Provider Phase-In Information</i>			
4-22. Contract Award/ Letter of Obligation/ Fee-for-Service Agreement Date	The date the contract is awarded or the MEO letter of obligation or the fee-for-service agreement is signed	User selected from a calendar utility	Yes



DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
4-23. Contractor Address	<b>Optional</b> For a private sector decision, the address of the contractor	User entered	Optional except for Air Force
4-24. Contract or Fee-for-Service Agreement Number	For a decision to issue a contract or fee-for-service agreement, the contract number on the DD Form 1155, SF 26, SF33, or the fee-for-service agreement number for the work competed	User entered	Yes
4-25. Actual Phase-In Period Start Date	The actual start date of the phase-in period	User selected from a calendar utility	Yes
4-26. Actual Phase-In Period End Date	The actual end date of the phase-in period <b>Note:</b> The phase-in period is at least 1 day and, in exceptional cases, may exceed 1 year.	User selected from a calendar utility	Yes
4-27. Actual Phase-In Period Total Costs (\$000s)	The total costs paid to a service provider, in thousands of dollars, rounded to the nearest whole number	User entered	Yes
4-28. Section Comments	Comments pertaining exclusively to the data in Service Provider Phase-In Information section	User entered	Optional
<b>Post Competition Execution Information</b>			
<b>NOTE:</b> All of the data in this section will be displayed by each period of full performance.			
4-29. Actual Period of Full Performance Start Dates	The actual start dates for the periods of full performance	<b>System Generated</b> based on the actual 1 <sup>st</sup> performance period (phase-in period) end date in 4-26 above and the actual end date for the first period of full performance entered in 4-30 below. The system will enforce the following rules: 1) first and last periods of full performance are less than or equal to 12 months and 2) all other periods equal 12 months.	N/A
4-30. Actual First Period of Full Performance End Date	The actual end date for the first period of full performance. <b>Note:</b> The first period of full performance is the second performance period in COMPARE.	User selected from a calendar utility. The system will enforce the following rules: 1) first and last periods of full performance are less than or equal to 12 months and 2) all other periods equal 12 months.	Yes
4-31. Actual Last Period of Full Performance End Date	The actual end date for the last period of full performance	User selected from a calendar utility. The system will enforce the following rules: 1) first and last periods are less than or equal to 12 months and 2) all other periods equal 12 months.	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
4-32. Contract/ Public Reimbursable Source Actual Cost (\$000)	For private sector or public reimbursable source decisions, the actual contract or fee-for-service agreement cost for each period of full performance (annual), in thousands of dollars, rounded to the nearest whole number	User entered	Yes
4-33. MEO Actual FTEs	For agency decisions, the actual number of FTEs in the MEO performing the work during each period of full performance (annual) <b>Note:</b> FTEs are the staffing of Federal civilian employees expressed in terms of annual productive work hours (1,776) rather than annual available hours (2,080).	User entered	Yes
4-34. Actual MEO Personnel Costs (\$000)	For agency decisions, the actual cost for all MEO labor for each period of full performance (annual), in thousands of dollars, rounded to the nearest whole number <b>Note:</b> Actual cost of labor includes all of the costs contained in Line 1, Personnel of the SCF/SLCF.	User entered	Yes
4-35. Actual MEO Estimated Overhead Costs (\$000)	For agency decisions, twelve percent of the actual cost for all MEO civilian personnel labor in data element 4-34 above, in thousands of dollars, rounded to the nearest whole number	System Generated	N/A
4-36. Actual MEO Subcontract Cost (\$000)	For agency decisions with MEO subcontracts, the actual cost for all MEO subcontracts for each period of full performance (annual), in thousands of dollars, rounded to the nearest whole number <b>Note:</b> Include government purchase card costs for services and all other contract costs included in Line 3, Other Specifically Attributable Costs of the SCF/SLCF.	User entered	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
4-37. Actual MEO Other Costs (\$000)	For agency decisions, the actual cost for all MEO other costs (less MEO labor and subcontract costs) for each period of full performance (annual), in thousands of dollars, rounded to the nearest whole number <b>Note:</b> Include the costs included in Line 3, Other Specifically Attributable Costs and Line 5 Additional of the SCF/SLCF except for those costs already documented in 4-35 above.	User entered	Yes
4-38. Actual MEO Total Costs (\$000)	For agency decisions, the actual total cost for the MEO for each each period of full performance (annual), in thousands of dollars, rounded to the nearest whole number	<b>System Generated</b> from the sum of 4-34 thru 4-37.	N/A
4-39. Reason for Change in Costs or MEO FTEs	The reason for a significant change in service provider costs and/or MEO's FTEs for a period of full performance (annual) when compared to the costs or MEO FTEs used to calculate Line 1 and Line 6 of the SCF/SLCF for the MEO or Line 7 of the SCF/SLCF for the selected contractor or public reimbursable source <b>Note:</b> For subsequent periods of full performance (annual) where a service provider change occurs, this rationale must also be provided to explain cost or FTE changes.	<b>Pick List (select all applicable)</b> Requirements Added – A Requirements Reduced or Eliminated – F Actual MEO Pay Rates [not grades] Greater than Reflected in SCF/SLCF – R Pay Rate Increases (from Dept. of Labor, collective bargaining or OPM-directed changes) – W Common Costs Not Included on SCF/SLCF – N (Normally associated with a contractor provider. The competition excluded from the SCF/SLCF as common costs such costs as repair parts and utilities but these cannot be segregated out of the actual [contract] costs.) Unfilled Authorizations – U (MEO unable to hire or retain civilians during period of full performance)	Yes
4-40. New Service Provider?	Indicates a change in service provider not involving the closure of the competition record	<b>Pick List</b> No (Default value) Yes (Complete 4-41 thru 4-46 below.)	Yes
4-41. New Service Provider Type	Indicates the type of service provider	<b>Pick List</b> Private Sector – C Agency – I Public Reimbursable Source – S	Yes
4-42. New Service Provider Start Date	If there is a change of service provider not involving the closure of the competition record, the date the new service provider assumes full responsibility for performance of existing workload or the workload was realigned	User selected from a calendar utility	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
4-43. Reason for Change in Service Provider	If there is a change from the selected service provider to a new service provider, the reason for the change in the service provider	<b>Pick List</b> Service provider defaulted Option year not renewed Consolidation (The service provider's workload was consolidated into another service provider's workload.) Reorganization (The service provider was reorganized into or bought by another organization.) Name Change (The organization's name changed only.)	Yes except for Legacy Initiatives
4-44. Default Resolution	If service provider is defaulted in 4-43 above, an indicator of the action taken to resolve a default	<b>Pick List</b> Streamlined Competition Standard Competition New Contract (permitted only when the selected service provider was terminated) Interim contract (limited to one year) Interim letter of obligation (limited to one year) Interim Fee for Service Agreement (limited to one year)	Yes except for Legacy Initiatives
4-45. New Prime Contractor Size	If there is a change to a new private sector service provider, an indicator of the size of the new prime service contractor	<b>Pick List</b> (Applies only to contract decisions) Large – L (Large business contractor) Small – S (Small and/or Small/Disadvantaged business contractor)	Yes
4-46. New Prime Contractor Name	If there is a to a new private sector service provider, the name of the new contractor	User entered	Optional except for Air Force
4-47. Early Closure of Competition Record?	An indicator that the competition record is closed prior to completion of all performance periods <b>Note:</b> This is the only means within DCAMIS to close a competition record prior to the completion of the final period of full performance.	<b>Pick List</b> No (Default value) Yes (Complete 4-48 thru 4-50 below.)	Yes
4-48. Record Closure Date	The date the competition record was closed prior to the completion of the final period of full performance	User selected from a calendar utility	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
4-49. Reason for Early Closure	An indicator of the reason for the early closure	<b>Pick List</b> Service provider defaulted Option year not renewed Requirements eliminated Functions recompleted ( <b>System selected</b> if 4-58 below indicates scheduled for recompetition) Divestiture Privatization Reorganization Restructuring Base Realignment and Closure National Defense Homeland Security	Yes except for Legacy Initiatives
4-50. Early Closure Approval Document	Electronic copy of the DoD CSO approval memo for an early closure <b>Note:</b> The field accepts only one document. If more than one document is applicable, add additional documents by incorporating multiple documents into a single pdf file.	User uploads the DoD CSO approval memo	Yes except for Legacy Initiatives
4-51. Section Comments	Comments pertaining exclusively to the data in Post Competition Execution Information section for each period of full performance (annual)	User entered	Optional
<b>Post Competition Accountability for MEO</b>			
<b>NOTE:</b> Post competition accountability applies to MEOs for all standard and streamlined competitions and cost comparisons where performance periods have not been concluded as of 29 May 2003. Post competition accountability is performed in accordance with QASP. Post competition accountability reviews should be performed following the first period of full performance. Therefore, the data in this section can be posted following the start date of the second period of full performance. The system will allow a review to be recorded for each performance period, but the results and data for a previous review must be completed prior to entering data for a subsequent review.			
4-52. Post Competition Review Conducted?	An indicator that a post competition review was performed	<b>Pick List</b> No (Default value) Yes	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
4-53. Period of Full Performance Reviewed	The number of the period of full performance that was the subject of the review <b>Note:</b> The system will automatically generate a list of the periods of full performance available for review. If the current date is in the 3 <sup>rd</sup> period of full performance, periods 1 and 2 only will be available for selection.	<b>Pick List</b> 1 2 ... N	Yes
4-54. Review Period Start Date	The start date of the period of full performance that was the subject of the review	<b>System Generated</b>	N/A
4-55. Review Period End Date	The end date of the period of full performance that was the subject of the review	<b>System Generated</b>	N/A
4-56. Post Competition Review Start Date	The date the post competition review starts	User selected from a calendar utility	Yes
4-57. Post Competition Review Completion Date	The date the post competition review is completed	User selected from a calendar utility	Yes
4-58. Post Competition Review Results	The results of the post competition review	<b>Pick List</b> Acceptable including correction of minor deficiencies – A (Provide summary explanation of correction of deficiencies.) Acceptable pending correction of major deficiencies – M (Provide summary explanation of deficiencies.) Unacceptable, scheduled for recompetition – S (Provide summary explanation for unacceptability decision and enter projected date for announcement.) <b>Note:</b> If the review results in the termination of performance, complete data elements 4-47 thru 4-50 above.	Yes
4-59. Projected Date for Recompensation	If performance is unacceptable in 4-58 above, the projected date for public announcement of another public-private competition	User selected from a calendar utility	Yes except for Legacy Initiatives
4-60. Post Competition Review Comments	Comments expanding on post competition review results	User entered	Yes

DATA ELEMENT NAME	DEFINITION	VALUES	Mandatory?
<b>Competition Milestones</b>			
X-1. Preliminary Planning Plan Date	The originally planned completion date for the event	<b>System Generated</b> based on the preliminary planning planned dates entered in the previous sections	N/A
X-2. Current Plan Date	The date an event is currently scheduled to be completed	Initial entries will be populated with the values in X-1 above except for the PWS / Description of Services Development Start and End Dates for streamlined competitions using Market Research. To enter or update Plan Dates, user selects from a calendar utility. The milestone events are: In Progress Phase PWS / Description of Services Development Start Date PWS / Description of Services Development End Date Agency Tender / Cost Estimate Development Start Date Solicitation Issue Date Solicitation Closing Date Decision Phase Performance Decision Date Post Competition Execution Service Provider Start Date for Full Performance	Yes except for Legacy Initiatives
X-3. Actual Completion Date	The date a milestone is actually achieved	<b>System Generated</b> when the actual completion date for an event is entered in the previous sections.	N/A
X-4. Section Comments	Comments pertaining exclusively to the data in Competition Milestones	User entered	Optional