

Include the following in solicitations/contracts whenever "Post Award Conference" is selected on the Contract Clause Selection Worksheet, ARDEC Form 367-E or at the discretion of the Contracting Officer. Fill in required. (Note: 30 calendar days after contract award is the default timeframe in the absence of a timeframe specified on the Contract Clause Selection Worksheet).

NOTE: A contract data requirements list (DD form 1423) is required to be submitted when this clause is used.

52.242-4001

POST AWARD CONFERENCE

OCT/2010

Post Award Conference (definition) - A first meeting of key Contractor/Government players. This conference is to assure a clear and mutual understanding of the contract between the Government and contractor. The Post Award conference includes discussions on contract terms, conditions and requirements, line items and sequence of events needed for successful execution of the subject contract effort.

The contractor shall host a post award conference/meeting at the contractor's facility to include contractor and government contracting, management, quality assurance and technical personnel no later than [-1-] calendar days after contract award. The contractor shall participate with the government to arrange a schedule and agenda for the post award conference prior to the meeting. The contractor shall provide the government with minutes of the post award meeting (DI-ADMN-81505 tailored).