



**NASA SEWP Conference
Austin, TX**

May 20, 2009



Briefing Overview

- Our Services
- The AQD Advantage
- Our Organization
- Customer List
- Oversight Process
- Service Level Agreements
- Technology Systems to Support Customers
- Pricing
- Contact Information



Our Services

- A full-service acquisition center within the U.S. Department of the Interior's National Business Center (NBC) serving all federal agencies
- Access to and expertise in using a wide variety of government contract vehicles and instruments, including:
 - Government-Wide Acquisition Contracts (GWACs)
 - Indefinite Delivery – Indefinite Quantity (IDIQs)
 - GSA Schedules, NASA SEWP, NIH CIO SP-3
 - Various Instruments – FFP, Cost Plus, T&M, etc.
- Customer relationship established through Interagency Agreement
 - Part A: Establishes general terms and conditions between the requesting agency and the servicing agency.
 - Part B: Provides information required to demonstrate a bona fide need and authorize the transfer and obligation of funds.



Our Advantage

- Officially established by Congress and OMB as a Franchise Fund
- AQD is a non-appropriated organization creating an environment which is customer centric and entrepreneurial
- Experienced with large, high profile programs such as Grants.gov, HHS Head Start and DoD Military One Source
- Providing compliant, efficient and comprehensive contract management from project inception through closeout
- Our metrics-based SLAs establishes a performance culture
- AQD uses technology to support efficiency and transparency
 - The award winning GovPay invoicing system has virtually eliminated late payments
- AQD is the only ISO certified acquisition center in the Federal Government





Our Organization

- Over 200 contracting professionals including on average 80 warranted contract officers
- Five offices – Boise, ID; Denver, CO; Herndon, VA; Sierra Vista, AZ; Washington, DC
- Core competency based routing of work based on expertise and availability



Our Customers

Partial List of Agencies We Serve

- Department of the Interior
- Department of Agriculture
- Department of Homeland Security
- Department of Justice
- Department of Labor
- Department of State
- Department of the Treasury
- Department of Veterans Affairs
- Federal Aviation Administration
- Federal Communications Commission
- Federal Retirement Thrift Investment Board
- Executive Office of the President
- TRICARE
- Department of Defense
- National Guard
- Army / Air Force
- Navy / Marine Corps
- Nuclear Regulatory Commission
- Office of Personnel Management
- Federal Trade Commission
- Pension Benefit Guarantee Corporation
- National Archives
- HHS



The Acquisition Life Cycle

Acquisition Services Directorate Responsibilities





Oversight Process

- A fully staffed Policy group uses oversight, management controls and documented business processes to ensure compliant contracting
- Policy conducts formal acquisition management reviews (AMR), maintains the ISO 9001 registration audits
 - Evaluates compliance with Federal Acquisition Regulations (FAR), DPAP guidance, and OFPP (and other) best practices
 - Employee training and tools, such as checklists, give infrastructure for compliance
 - Commitment to continual process improvement while maintaining focus on customer satisfaction



Procurement Action Lead Time (PALT) SLAs

Category	AQD Goal
Acquisitions under \$100k using Simplified Acquisition Procedures	35 – 45 days
Acquisitions greater than or equal to \$100k using Simplified Acquisition Procedures	90 – 150 days
Negotiated Acquisitions	120 – 180 days
Delivery Orders against Federal Supply Schedule Contracts	10 – 20 days
Task Orders against Federal Supply Schedule Contracts	60 – 90 days
Delivery Orders against IDIQ Contracts other than FSS	10 – 20 days
Task Orders against IDIQ Contracts other than FSS	60 – 90 days



Technology Systems to Support Customers

- Business Information Systems (BIS) manages information relative to Customers (COTRs), Funding Documents, Projects, Solicitations and Awards (Costs and Service Charges)
 - Provides customers with Client Financial Summaries to track funding
- GovPay supports electronic invoicing
 - COTRs can review e-invoices and recommend payment
 - CO can review and approve online
 - Provides vendors with visibility into the payment process
 - Increases velocity of payment process to eliminate late payments



Pricing

- Flat service fee
- 5% of contract value
- Provides advantages of a fixed fee to clients
 - Access to specialists across the entire AQD talent pool
 - Efficient “first available” service
 - Built in backups
 - Increased surge capacity
 - Known costs
- Represents best value
 - Efficiency
 - Compliance
 - Systems support
 - Excellent customer service



Contact Information

- More info available at www.aqd.nbc.gov
- Contact Rich Vinnacombe at

703-964-8423

rich.vinnacombe@aqd.nbc.gov