



# Federal Acquisition: Key Issues and Guidance: Key Issues and Guidance

*Paula B Compton*

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# Federal Acquisition: Key Issues and Guidance: Key Issues and Guidance

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Take the First Step Toward Building a Strong Foundation in Federal Acquisition!

Federal Acquisition: Key Issues and Guidance is an essential guide to understanding and working within the complex world of federal government contracting. It offers brief but comprehensive explanations of the major phases and essential tasks in the contracting process. Written in a clear and easy-to-understand style, this resource provides the perfect foundation for building a thorough understanding of federal contracting.

Author Paula Compton focuses on the most problematic areas of federal contracting, highlighting the deficiencies cited most often by the Government Accountability Office and Inspector General audits and reports, such as:

- Not performing market research
- Inadequate independent government cost estimates
- Violation of the bona fide needs rule
- Insufficient statements of work
- Inadequate price or cost analysis

Anyone new to government acquisition will find that reading this book is the ideal first step on the path to understanding the federal acquisition process. Seasoned contract professionals will find it an excellent quick review.

**BONUS!** Includes sample acquisition templates that can be modified to fit many types of acquisition actions.

## Contents

Part I: The Acquisition Planning Phase • Funding: The Availability of Appropriations and the Bona Fide Needs Rule • Independent Government Cost Estimates • Justifying Contract Awards without Full and Open Competition • Market Research • The Statement of Work • Acquisition Methods and Selecting the Appropriate Type of Contract • Performance-Based Acquisition for Services • The Federal Small Business Program • Part II: The Solicitation Phase • Solicitation and Contract Formats, Provisions, and Clauses • Source Selection and Technical Evaluation Plans • Legal Review during the Solicitation Phase • Part III: The Evaluation, Negotiation, and Award Phase • Technical and Cost or Price Evaluations • Determining Price Reasonableness • Determining Responsibility • Reviewing the Award Document • Announcing Contract Awards • Notifying and Debriefing Unsuccessful Vendors • The Federal Supply Schedule Program and Price Reductions • Part IV: The Postaward Phase • Nomination, Training, Certification, and Responsibilities of the Contracting Officer's Representative • Contract Surveillance • Exercising Contract Option Periods

## About the Author

Paula B. Compton has been involved in federal acquisition with a number of government agencies for more than 30 years. She has held staff and management positions in both operations and policy in the United

States and abroad.

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