



MILITARY SEALIFT COMMAND

Publicizing Government Contracting Actions

Prepared for Military Sealift Command
by Emprise Corporation

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Learning Objectives

- **The overarching objective of this module is to introduce you to the requirements for publicizing federal government contract actions**
- **At the conclusion of this module, you will understand and be able to describe:**
 - **What constitutes a contract action**
 - **Lead time requirements for publicizing contract actions**
 - **Acceptable methods for publicizing contract actions**
 - **Required amount of time between issuance of solicitation and quotation/proposal submission deadline**



Contract Action

- **Action resulting in contract or contract modification**
 - Includes actions for acquisition of additional supplies or services outside existing contract scope
 - Excludes actions within scope and terms of existing contract, such as contract modifications issued pursuant to Changes clause, or funding and other administrative changes



Publicizing Contract Actions

- FAR Part 5 requires that Contracting Officers publicize proposed issuance of solicitation or other proposed contract action



Lead Time for Publicizing Contract Actions

- **Notice must be publicized at least 15 days before issuance of solicitation or other proposed contract action**



Methods for Publicizing

- **For proposed contract actions > \$15K, but < \$25K:**
 - Display notice of solicitation or copy of solicitation in a public place accessible by the general public at the agency
 - Display notice of solicitation or copy of solicitation by any appropriate electronic means
 - Disseminate notice to potentially interested parties via local trade associations
 - Announcement in newspapers, trade journals, magazines, or other mass communication media without cost to the Government
 - Paid advertisement in newspapers or other communications media
- **For proposed contract actions \geq \$25K, synopsis in government-wide point of entry (GPE)**
 - Prescribed GPE is the Federal Business Opportunities (FEDBIZOPPS) web site (<http://www.fedbizopps.gov>)



Required Content of Notice

- **Notice must:**
 - Provide clear and concise description of supplies or services that is not unnecessarily restrictive of competition and will allow prospective offerors to make an informed business judgment as to whether a copy of the solicitation should be requested
 - Include statement that all responsible sources may submit a response which, if received in a timely manner, must be considered by agency
 - Identify intended source and statement of justification for lack of competition for noncompetitive contract actions, including those that do not exceed the simplified acquisition threshold



Solicitation Response Time

- **Contracting Officer must allow sufficient time between the date of issuance of a solicitation and the deadline for submission of offeror responses to allow for quotation or proposal preparation:**
 - **Must allow at least 30 days if estimated aggregate cost is greater than simplified acquisition threshold**
 - **May allow less than 30 days if estimated aggregate cost is less than simplified acquisition threshold**



Let's Review

- **What constitutes a contract action?**
- **How far in advance of solicitation issuance must a proposed contract action be publicized?**
- **How must proposed contract actions \geq \$25K be publicized?**
- **How many days must the Contracting Officer allow between issuance of solicitation and deadline for submission of offeror's response if the estimated aggregate cost exceeds the simplified acquisition threshold?**



Summary

- **During this module, we have discussed:**
 - **What constitutes a contract action**
 - **Lead time requirements for publicizing contract actions**
 - **Acceptable methods for publicizing contract actions**
 - **Required time between issuance of solicitation and quotation/proposal submission deadline**



Additional Information

- **For additional information, please refer to:**
 - **FAR Part 5, Publicizing Contract Actions**



Final Questions





Revision History

Date	Version	Description	Author
5/8/19	1.0	Revised slide template.	Gary Fields
7/6/20	1.1	Minor editorial and clarification revisions	Gary Fields