



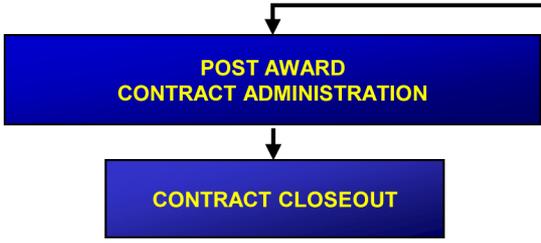
Contract Award Core Process "ROADMAP"

Process Owner: Contracting Competency Leadership Board (CT CLB)



PHASE:	Acquisition Strategy	Procurement Execution Plan	PR Development	PR Approval & Funding	Pre-Solicitation	Solicitation	Evaluation	Award Preparation	Contract Award
PHASE TEAM LEAD(S):	PM & PCO	PCO & PO	PO	PO & FM	PCO & PO	PCO	PCO, PO & LEGAL	PCO	PCO
PHASE FOCUS:	THE BIG PICTURE	CONSENSUS PLAN	TECH DATA PREPARATION	VALIDATING PR TO SECURE \$\$\$	PREPARING FOR INDUSTRY INVOLVEMENT	ASKING INDUSTRY TO MEET NEEDS	SOURCE SELECTION	PREPARING FINAL AWARD DOCS & FILE	TURNING ON EFFORT
MAJOR PHASE OUTCOMES & PRODUCTS:	Initial acquisition planning Program timelines Roles & resp. Market research OCI & Non-disclosure issues review 	Finalized procurement execution plan (PEP) Procurement timeline Roles & resp. Identification of approval/supporting docs 	"85% PR" Solidify Specification Address Q&As IGCE SME <u>considerations:</u> •Engineering •Logistics •Security •Data Requirements 	'Color of Money' review \$\$\$ attached PR routed for acceptance 	Formal market research/RFI Synopsis Draft RFP Final SSP Final waivers Final AP docs Approved J&A, D&F, etc. SB review Pre-solicitation industry contacts OCI & Non-disclosure solutions	Release of RFP/RFQ Receive & resolve Q&As Amendments Coach tech/price evaluation teams 	Tech evaluation Site survey Oral presentations "Best Value" analysis BCM Cost/Price Anal. Negotiations/discussion Competitive range determination FPR Clarifications and/or discussions Complete evaluation reports	Security review Final \$\$\$ review CHINFO notice Complete award documents Prepare contract file 	Debriefs Unsuccessful offeror notifications Protest (expires or resolution) Delegate contract admin functions Post-award conference plan 
PHASE EXIT EVENT:	Pre-Acquisition Strategy	PEP Agreement	IPT/PM Approves PR	PCO Accepts Validated PR	Legal Sufficiency of RFP	Proposals Received	SSA or Post BCM approval	Legal Review	Signed Contract Documents

ACRONYMS			
ACQ	Acquisition	PMT	Program Management Team
AP	Acquisition Plan	RFI	Request for Information
BCM	Business Clearance Memorandum	RFP	Request for Proposal
D&F	Determination & Findings	SB	Small Business
FPR	Final Proposal Revision	SME	Subject Matter Experts
IGCE	Independent Government Cost Estimate	SSA	Source Selection Authority
IPT	Integrated Process Team	SSP	Source Selection Plan
J&A	Justification & Approval		
OCI	Organization Conflict of Interest		
PCO	Procuring Contracting Officer		
PO	Project Officer		



- Notes:**
- Process timelines vary by procurement complexity and CT resources
 - Valid/documented requirement needed to start process
 - Roadmap models "New Procurement (NP)" process
 - PMT and IPT participation occurs throughout but at varying degrees
 - Team Lead(s) – Work occurs in team-based environment but 'Team Leads' have ownership and responsibility to drive phase execution to 'Exit Event'
 - Phase 'Exit Event' must occur before completing next phase; however, phases may be executed concurrently
 - 'Major Phase Outcomes' are not all inclusive