



OFFICE OF THE UNDER SECRETARY OF DEFENSE
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WASHINGTON, DC 20301-3000

DEC 07 2007

ACQUISITION,
TECHNOLOGY
AND LOGISTICS
DPAP

MEMORANDUM FOR DIRECTORS DEFENSE AGENCIES
DEPUTY ASSISTANT SECRETARY OF THE ARMY
(POLICY AND PROCUREMENT), ASA(ALT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(ACQUISITION MANAGEMENT), ASN(RDA)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING), SAF/AQC

SUBJECT: FY 2007 Competition Reports

The Office of Federal Procurement Policy (OFPP) memorandum of May 31, 2007 and my memorandum of July 26, 2007 reiterate the importance of competition and require the submission of FY 2007 Competition Reports to OFPP by December 20, 2007. However, there are Federal Procurement Data System (FPDS) fixes that must be implemented before it is possible for DoD to submit its FY 2007 Competition Report. As such, the Department is unable to submit its FY 2007 Competition Report by the requested due date. Accordingly, I am granting you an extension to February 15, 2008 for submission of your report to my office. This memo provides guidance regarding the procedures and content of the FY 2007 Competition Report.

The primary focus of the Competition Report should be on the Competition Advocate's activities and initiatives to enhance competition as outlined in FAR 6.502. Additionally, please consider OFPP guidance in attachment 4 of its memorandum as you consider new initiatives for Fiscal Year 2008 to enhance competition. Though DoD recognizes that Components will not be able to certify FPDS data until the 3rd Quarter FY 2008, your report must provide preliminary information on FY 2007 competition achievements and tentative goals for FY 2008. Components must utilize the FPDS standard report entitled "Competition Report" as the basis for the FY 2007 achievements in your Competition Report. As data can vary depending on the day the report is run, all Components should run this report on January 8th to maximize consistency. If you need assistance in running the FPDS Competition Report, please contact your agency's FPDS system administrator. Suggest that you export the report so the raw data is available, should it be needed for analytical purposes.

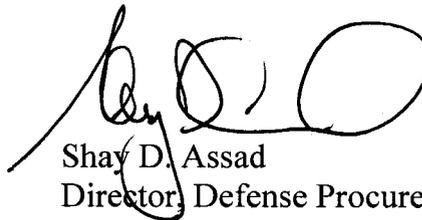


Historically, many Components established goals and calculated competition achievements by removing actions coded as 'Not Available for Competition' from the competition baseline. If your goals were established based on this assumption, this should be noted in your report and the same should be done for reporting your FY 2007 achievements. However, as there is a desire to categorize all actions as either competitive or non-competitive your report should also address the extent of competition achieved if actions coded as 'Not Available for Competition' are included in the baseline and counted as non-competitive actions (as the standard FPDS report does).

In addition to reporting on FY 2007 achievements, OFPP also asked for trend analysis. Trend analysis is an important factor for consideration when establishing FY 2008 goals. Please provide at least 3 years of data in your competition report and utilize this data to establish challenging goals for FY 2008. The historical data can come from prior year competition reports, DD 350 reports, or FPDS.

The OFPP and DoD memoranda emphasize the importance of providing competition for orders placed against multiple award contracts (to include the Federal Supply Schedule and Government-wide contracts). As such, I have asked Defense Manpower Data Center to do a fair opportunity run for each Military Department and Defense Agency. My office will provide that run to your identified competition point of contact by January 11, 2008 for review and incorporation into the Component's Competition Report. To the extent that your FPDS system administrator can do a similar run for your field activities, results should be addressed in their competition reports. A template for reporting such information is attached.

My point of contact for competition is Ms. Teresa Brooks who may be reached at teresa.brooks@osd.mil or 703-697-6710. I plan to have periodic reviews with the Component Competition Advocates throughout the year. We will review initiatives, final FY 2007 achievements, FY 2008 goals and achievements, as well as the extent that fair opportunity is provided for orders against multiple award contracts during these reviews. We welcome your suggestions for any initiatives I should pursue to enhance competition throughout the Department.



Shay D. Assad
Director, Defense Procurement and
Acquisition Policy

Attachment
As stated

**TEMPLATE FOR REPORTING
FAIR OPPORTUNITY ON ORDERS AGAINST
MULTIPLE AWARD CONTRACTS**

	Actions	% of Total	Dollars	% of Total
Total Orders issued by DoD against DoD multiple award contracts		N/A		N/A
Fair Opportunity Provided				
Total Exceptions to Fair Opportunity				
- Urgency				
- Only one source - Other				
- Follow-on Delivery Order				
- Minimum Guarantee				
- Other Statutory Authority				
Null Values				
Total Orders issued by DoD against non-DoD multiple award contracts		N/A		N/A
Same breakouts as above				