



2020 Office of the Under Secretary of Defense for Acquisition and Sustainment Flexibility in Contracting Award

Please read the following information carefully before completing and submitting the nomination package.

Background: The Flexibility in Contracting Award was established to implement section 834 of the National Defense Authorization Act for Fiscal Year 2017. This award is sponsored by the Office of the Under Secretary of Defense for Acquisition and Sustainment (OUSD (A&S)), and recognizes Department of Defense (DoD) civilian and military outstanding professionals who have, in their approach to program management and contracting, demonstrated “innovation and local adaptation” by using the flexibilities and authorities granted by the Federal Acquisition Regulation (FAR) and the Department of Defense Instruction 5000.02 (Operation of the Defense Acquisition System) to increase the efficiency of programs.

Eligibility: All Component and DoD organizations are eligible to submit a nomination (one nomination per Component or DoD organization) for the Flexibility in Contracting Award, with the exception of other OUSD (A&S) staff organizations. Questions concerning eligibility should be directed to the award coordinator at 703-614-0719 or osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil. The award for 2020 will be granted for contributions made or completed within the 12-month period from July 1, 2019, through June 30, 2020. Given that many developments result from an organization’s or individual’s efforts and contributions cumulatively over a period of time, initiatives that began before the 12-month window may be reported, but the culmination of the work must be within the window that is specified above.

Evaluation Criteria: Nominations will be evaluated on the quality of specific actions taken by program/service acquisition teams or individuals, and on the exceptional nature of the problems overcome, or the outcomes produced by those actions. Successful applications will describe the acquisition initiatives undertaken, the tools and principles that were applied, and how these led to the exceptional outcomes. Use of innovative acquisition techniques, local adaptation, and tailoring of acquisition processes should be highlighted. The outcomes described should be quantified and verifiable. The application should describe lessons learned in the subject acquisition, and how these might be applied to other programs or service acquisition efforts.

Examples of elements described in the nomination should include any innovation initiatives and local adaptations that:

- a. Achieves significant cost savings in any or all parts of the acquisition lifecycle through various means to include expanded use of the simplified acquisition procedures or inherent flexibilities within the FARs;
- b. Use contracting vehicles that improve incentives and speed;
- c. Enabled greater productivity and innovation from industry through, for example (but not limited to), the effective use of contracting incentives, commercial contracting approaches, public-private partnership agreements and practices, cost-sharing arrangements, and the leveraging of commercial best practices;

- d. Promoted more effective market competition in contracts, to include small business participation and global market outreach; and
- e. Improved program outcomes through the use of other innovative implementations of acquisition flexibilities.

Note: The list above is not meant to be all inclusive, nor is it necessary to address them all. Rather, teams or individuals should describe in detail any initiative(s) that is/are applicable and clearly describe and substantiate what was done, as well as the quantifiable impacts that were produced.

Detailed Instructions:

1. Nomination packages must be submitted through the appropriate Acquisition Executive and accompanied by an endorsement letter to the USD (A&S). Each Acquisition Executive may submit only one (1) nomination.

All awards must be completed using the award application form herein and submitted, via e-mail in Microsoft Word, to the award coordinator at osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil.

Applications must include:

- a) The administrative information on the following attachment.
 - b) A narrative describing the program/team's or individual's accomplishment(s) **not to exceed two pages.**
 - c) A citation award abstract summarizing your narrative **not to exceed 300 words.**
 - d) A high resolution organizational logo (at least 2 inches by 2 inches at 300 dots per inch) in either JPG or TIFF format, attached with your e-mail submission.
2. **Applications must be submitted by July 31, 2020.** Unless authorized in advance, late submissions cannot be considered due to schedule constraints. **Only civilian or military teams or individuals are eligible for this award. Contractors or contract employees are not eligible to be part of a team or submitted as an individual nomination.**
 3. The award coordinator will acknowledge all applications received. If the point of contact has not received a confirmation e-mail within two business days after submission, please contact the award coordinator at 703-614-0719. Award applications will not be considered complete until you have received a confirmation e-mail.
 4. OUSD(A&S)/Defense Pricing and Contracting will oversee the awards process and will appoint a chair for the award evaluation team, which will be composed of up to 10 Senior Executive Service panel members within OUSD(A&S). The Chair will be responsible for selecting the other panel members to review and evaluate the nominations. Once the team has completed the review process, the Chair will present the recommendations to the USD (A&S), who is the final approval authority.

Recognition Ceremony: Presentation of the 2020 Flexibility in Contracting Award to the winning team or individual is targeted for late October 2020 at a formal awards ceremony.

Winner contributions will be featured in the Pentagon's Defense Acquisition Workforce recognition display. USD (A&S) will ensure the winning organizations or individuals are announced in various communication media. Due to limited space at the awards ceremony, individual award winners are typically limited to two (2) guests. Team winners are typically limited to five (5) members being present at the award ceremony.

Travel Costs: All travel costs associated with an awards presentation will be borne by the nominating organization. Component acquisition leadership and winners will be notified several weeks in advance in order to facilitate travel reservations. Travel costs for each awardee may be funded with an approved Defense Acquisition Workforce Development Account (DAWDA) request. Components should contact their Component DAWDA manager to facilitate this process.

Questions: Questions regarding the 2020 Flexibility in Contracting Award or the application process should be addressed to the award coordinator at 703-614-0719 or osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil. Additional information can be found on the awards website at <http://www.hci.mil/what-we-do/Awards.html>.

Administrative Information

Award coordinator POC:

Name:

Telephone:

Email:

Organization, Team, or Individual

Name:

(Note: The selected nominee's name will be printed on all materials and trophies as listed above.)

Mailing Address:

Address (continued):

City:

State:

Zip:

Primary Organization Point of Contact (POC)

Name:

Title:

Telephone:

E-mail:

Alternate Organization POC

Name:

Title:

Telephone:

E-mail:

Current Number of Employees:

Your organization's mission statement:

Brief description of your organizational structure:

Chain of command to whom your organization, team, or individual reports:

Names and position titles of individual(s) contributing to organization, team:

Award Nomination Narrative

(Two pages maximum, 12-point Times New Roman, based on criteria described herein)

Award Citation Abstract

(Maximum 300-word summary that will be placed in the award program for the winner(s))