

Headquarters U.S. Air Force

Integrity - Service - Excellence



Best Practices Memorandum



Best Practices Memorandum

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- Air Force partnered with NDIA & AIA to organize weekly discussions with industry
- Objective was to identify best practices to reduce the time to award contracts
 - Initial focus was on contracts for which there is only one known supplier
 - Protracted time to award puts AF TOA at risk, potentially causes higher bid prices, and results in diminished IR&D funding
- ~30 best practices identified to potentially reduce the time to award





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Best Practices Memorandum

■ **Implement & Evaluate Best Practices**



- **Acquisition leadership transmitted Best Practices Memo to PEOs and Acquisition staffs on 3 OCT 2014**
- **Working with Center ACE functions to integrate best practices into program officer training**
- **Working with PEOs to monitor and measure application of best practices**
- **Intent is to compare current average RFP to contract award timeline (~17 months) to same data a year from now**



Considerations

- **Not a major “announceable” activity but straightforward execution**
- **Coordination with ACEs is essential**
 - **Outreach to ACEs pending**
- **PM training and regular revision & re-release of memorandum will help solidify use of best practices**
- **Metrics will focus on awareness and use of specific best practices across enterprise**



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Best Practice Metrics

- **Determine how many organizations are aware of the “Best Practices” memo**
- **How many organizations have implemented any of the Best Practices**
- **Which Best Practices have been implemented**
- **Has the Best Practices had a positive impact (cost, schedule, performance, time to award)**
- **Are you planning to use any of the Best Practices in the next 6-12 months**
- **Has any organization reduced avg time to award contracts by using the Best Practices**



Conclusion

- **The BTCC Initiative is growing rapidly and in close communication with industry**
- **Increased staffing for Office of Transformational Innovation enables further expansion and closer stakeholder coordination**
- **Atlantic Council event will be first major public unveiling of BTCC Initiative**
- **Public outreach will subsequently increase and persist for each specific activity**