

APTAC Body of Knowledge Competency Guide

C. Basics of Contracting with Government Entities

C.13 Post Award Administration

Description

1. Contract administration is a two sided coin and from the government's perspective it is defined as: "Contract Administration involves those activities performed by government officials after a contract has been awarded to determine how well the government and the contractor performed to meet the requirements of the contract. It encompasses all dealings between the government and the contractor from the time the contract is awarded until the work has been completed and accepted or the contract terminated, payment has been made, and disputes have been resolved.... In contract administration, the focus is on obtaining supplies and services, of requisite quality, on time, and within budget. ¹ Guidance on Post Award Administration for contracting officials is given in FAR Subpart 42.3 Contract Administration Office Functions outlining 70 specific areas for contractor oversight.

2. The other side of contract administration involves the contractor. Businesses should always review the solicitation and contract document for specifics for contract fulfillment, reporting and compliance for their particular contract award. Government contractors should also have a record keeping system that segregates contract costs. Some post award contracting issues include:

- Post-award debriefings
- Post-award orientations
- First article approval
- Contractor payments
- Worker eligibility, labor policies, wages and regulations
- Inspection and Acceptance
- Contract Modifications
- Protests, disputes and appeals
- Government Furnished Property
- Contractor record retention
- Contract costs
- Patents, data and copyrights in contracts
- Termination of Contracts
- Contract Closeout

¹ DAU CON 090 Module 4

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References

Federal Acquisition Regulation- FAR 15.506 Post-award debriefings; FAR Part 42.5 Post-award orientation; FAR 9.3 First Article Testing and Approval; FAR Part 32 Payments; FAR Part 22 Application of Labor Laws to Government Acquisitions; FAR Part 46.105 Inspection and Acceptance; FAR Part 43 Contract Modifications; FAR Part 33 Protests, disputes and appeals; FAR Part 45 Government furnished property; FAR Subpart 4.7 Contractor record retention; FAR Subpart 31.2 Contracts with Commercial Organizations; FAR Part 27 Patents, Data and Copyrights; FAR Part 49 Termination of Contracts

Also Prompt Payment Act <http://www.fms.treas.gov/prompt/regulations.html>

Contracts Disputes Act http://www.law.cornell.edu/uscode/uscode41/usc_sup_01_41_10_9.html

False Claims Act <http://www.taf.org/whyfca.htm>