

**SUPPORTING STATEMENT
FOR PAPERWORK REDUCTION ACT SUBMISSION
9000-0136, COMMERCIAL ITEM ACQUISITIONS**

A. Justification.

1. **Administrative requirements.** The Federal Acquisition Streamlining Act of 1994 included Title VIII, entitled Commercial Items. The title made numerous additions and revisions to both the civilian agency and Armed Service acquisition statutes to encourage and facilitate the acquisition of commercial items and services by Federal Government agencies.

To implement these changes, DOD, NASA, and GSA amended the Federal Acquisition Regulation to include streamlined/simplified procedures for the acquisition of commercial items. As part of the streamlined procedures, a new solicitation provision was developed to take the place of the multitude of certifications and representations used in Government solicitations. This new provision is significantly shorter and collects less information than the corresponding provisions used in non-commercial acquisitions.

2. **Uses of information.** Information will be used by Federal agencies to facilitate the acquisition of commercial items and services.

3. **Consideration of information technology.** We use improved information technology to the maximum extent practicable. Where both the Government agency and contractors are capable of electronic interchange, the contractors may submit this information collection requirement electronically.

4. **Efforts to identify duplication.** This request for information does not duplicate any other requirement.

5. **If collection of information impacts small businesses or other entities, describe methods used to minimize burden.** The burden applied to small business is the minimum burden consistent with the provisions of the statutes applicable to the acquisition of commercial items and services by Federal agencies.

6. **Describe consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently.** Collection of information on a basis other than by offer, order, or contract is not practicable.

7. **Special circumstances for collection.** Collection is not inconsistent with guidelines in 5 CFR 1320.6.

8. **Efforts to consult with persons outside the agency.** Under the procedures established for development of the FAR, agency and public comments were solicited and each comment addressed before finalization of the text. A notice in the July 10, 2006, Federal Register made this requirement available to the public and requested comments. No major problems regarding this requirement were reported.

9. **Explanation of any decision to provide any payment or gift to respondents, other than reenumeration of contractors or guarantees.** Not applicable.

10. **Describe assurance of confidentiality provided to respondents.** The information collected is disclosed only to the extent consistent with prudent business practices and current regulations.

11. **Additional justification for questions of a sensitive nature.** No sensitive questions are involved.

12 & 13. **Estimated total annual public hour and cost burden.**

Annual Reporting Burden

Number of respondents	37,500
Number of responses per respondent per year.	x 34
Total annual responses	<u>1,275,000</u>
Preparation time per response.	x .312
Total response burden hours.	<u>397,800</u>
Average wage (\$20 + 75% OH).	x \$35
Estimated cost to public	
. . \$13,923,000	

14. **Estimated cost to the Government.**

Annual Recordkeeping Burden and Cost

Total annual responses.	1,275,000
Review time per response.	x .5
Total burden hours.	637,500
Average wages + overhead (\$16/hr + 100% OH)	x \$32
Total Government cost\$20,400,000

15. **Explain reasons for program changes or adjustments reported in Item 13 or 14.** This submission requests an extension of OMB approval of an existing information collection requirement in the FAR. The burden associated with this collection has been reduced to reflect the greater use of simplified procedures to acquire commercial items. Under special test authority, simplified procedures may be used up to \$5 million. In addition, the increasing use of FedBizOpps to electronically solicit bids and offers has streamlined the acquisition process and simplified submission of offices to the Government.

16. **Outline plans for published results of information collections.** Results will not be tabulated or published.

17. **Approval not to display expiration date.** Not applicable.

18. **Explanation of exception to certification statement.** Not applicable.

B. Collections of Information Employing Statistical Methods.

Statistical methods are not used in this information collection.