

Supporting Statement
For Paperwork Reduction Act Submission
OMB Control No. 9000-0159, Central Contractor Registration

A. Justification.

1. Administrative requirements. Federal Acquisition Regulation (FAR) Subpart 4.11 prescribes policies and procedures for requiring contractor registration in the Central Contractor Registration (CCR) database, as a part of the Business Partner Network (BPN) to: (1) Increase visibility of vendor sources (including their geographical locations) for specific supplies and services; and (2) establish a common source of vendor data for the Government.

2. Uses of information. Certain agencies, *e.g.*, DoD, currently require in their regulations that contractors register in the CCR database. For other agencies, under current regulations, contractors are required to submit the same duplicate information to various contracting and payment offices. Under the proposed rule, contractors are required to provide certain business information, including their Taxpayer Identification Number (TINs) and Electronic Funds Transfer (EFT) information only once into a common Governmentwide data source. The Government will use this common Governmentwide data sources to more efficiently meet the requirements of the Debt Collection Improvement Act of 1996 (Section 31001 of Public Law 104-134).

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 requirement is being issued under the Federal Acquisition Regulation (FAR), which has been developed to standardize Federal procurement practices and eliminate unnecessary duplication. The Central Contractor Registration was developed to centralize contractor information; therefore, eliminating duplicative bidder and contractor information systems and the need for multiple submissions of bidder data.

5. If the collection of information impacts small businesses or other entities, describe methods used to minimize burden. The burden applied to small businesses is the minimum consistent with applicable laws, Executive orders, regulations and prudent

business practices.

6. Describe consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently. If the collection of contractor registration data is hampered or delayed, the Government will be creating an additional contractor database to maintain. Collection of information on a basis other than solicitation-by-solicitation is not practical.

7. Special circumstances for collection. Collection is consistent with guidelines in 5 CFR 1320.6.

8. Efforts to consult with person 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 was published in the *Federal Register* at 74 FR 18717 on April 24, 2009; the notice made this requirement available to the public and requested comments. No comments were received.

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 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 hours and cost burden. It is estimated that an average of 1 hour will be required for each respondent to review and update for current registrants and to review and, prepare, and complete the registration for new registrants. The figure of 87,677 Respondents was derived from figures for fiscal year 2004 on number of large and small business contractors who received new awards or orders of \$25k or more in the FPDS database.

Annual Public Burden and Cost

Respondents	87,677
Responses per respondent	<u>X 1</u>

Total responses	87,677
Preparation hours per response	X <u>1</u>
Total response burden hours	87,677
Hourly rate	X <u>\$53</u>
Total Cost to public(\$24 + 75% OH)	\$4,646,881

14. **Estimated annual cost to the Government.** Time required for Governmentwide review is estimated at 1 hour in receiving, reviewing, and analyzing the information submitted by the respondents.

Annual Government Burden and Cost

Reviewing time/hr	1
Responses	X <u>87,677</u>
Review time/yr	87,677
Average wages/hr	X <u>\$25</u>
Average wages/yr	\$2,191,925
Benefits and overhead	<u>100%</u>
Total Government cost	\$4,383,850

The cost of \$27.00 per hour is based on GS-11, step 5 salary plus 32.45 percent burden.

15. **Explain reasons for program changes or adjustments reported in Item 13 or 14.** This is an extension of a currently approved public information collection.

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.