SUPPORTING STATEMENT
FOR PAPERWORK REDUCTION ACT SUBMISSION 9000-0029, EXTRAORDINARY CONTRACTUAL ACTION REQUESTS

A. Justification.

1. **Administrative requirements**. This request covers the collection of information as a first step under 50 U.S.C. 1431-1434 and Executive Order 10789 dated November 14, 1958, that allows contracts to be entered into, amended, or modified in order to facilitate national defense. In order for a firm to be granted relief under the Act, specific evidence must be submitted which supports the firm's assertion that relief is appropriate and that the matter cannot be disposed of under the terms of the contract.

2. **Uses of information**. The information is used by the Government to determine if relief can be granted under the Act and to determine the appropriate type and amount of relief.

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.

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**. 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 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
Federal Register at 74 FR 32165, July 7, 2009, 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**. This 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 hour and cost
burden**. Time required to read and prepare information is
estimated at 16 hours per completion.

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Estimated respondents/yr......................         100
Responses annually............................x           1
Total annual responses........................         100
Estimated hrs/response........................x          16
Estimated total burden/hrs....................       1,600
Estimated cost to public ($24 + 75% OH).......     $67,200
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14. **Estimated cost to the Government**. Time required for
Governmentwide review is estimated at 16 hours per response.

<u>Annual Reporting Burden and Cost</u>

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Reviewing time/hr.............................          16
Responses/yr..................................x         100
Review time/yr................................       1,600
Average wages/hr..............................x         $20
Average wages/yr..............................     $32,000
Benefits and overhead.................................   100%
Total Government cost.........................     $64,000
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15. **Explain reasons for program changes or adjustments reported in Item 13 or 14**. This submission requests an extension of OMB approval of an information collection requirement in the FAR. The information collection requirement in the FAR remains unchanged.

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.