

**SUPPORTING STATEMENT
FOR PAPERWORK REDUCTION ACT SUBMISSION
OMB Control No. 9000-0037, PRESOLICITATION NOTICE AND RESPONSE**

A. Justification.

- 1. Administrative requirements.** Presolicitation notices are used by the Government for several reasons, one of which is to aid prospective contractors in submitting proposals without undue expenditure of effort, time, and money. The Government also uses the presolicitation notices to control printing and mailing costs. The presolicitation notice response is used to determine the number of solicitation documents needed and to assure that interested offerors receive the solicitation documents.
- 2. Uses of information.** The responses are placed in the contract file and referred to when solicitation documents are ready for mailing. After mailing, the responses remain in the contract file and become a matter of record.
- 3. Consideration of information technology.** FAR Case 2002-017, published October 5, 2004 deleted the use of Standard Form 1417. The IAE/E-gov initiative, FedBizOpps, is an electronic method for publicizing contract opportunities, and is to be used instead of the SF 1417's paper-based process.
- 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 generally 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 published in the *Federal Register* at 76 FR 22706, on April 22, 2011. 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 5 minutes per completion.

Estimated respondents/yr.....	5,310
Responses annually.....x	<u>8</u>
Total annual responses.....	42,480
Estimated hrs/response.....x	<u>.08</u>
Estimated total burden/hrs.....	3,398
Average wage (\$24 + 75% OH).....x	<u>\$42</u>
Estimated cost to the public.....	\$142,716

14. Estimated cost to the Government. Time required for Governmentwide review is estimated at 10 minutes per response.

Annual Reporting Burden and Cost

Total annual responses.....	42,480
Review time per response.....x	<u>.167</u>
Total burden hours.....	7,094
Average wages and overhead (\$20/hr + 100% OH).....x	<u>\$40</u>
Total Government cost.....	\$283,760

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.