Attachment A

OMB Control Number 3038-0031 – Procurement Contracts

Regulatio n	Estimated Number of Respondents	Reports by Each Respondent	Total Annual Responses	Estimated Average Number of Hours per Response	Estimated Total Annual Number of Hours	Cost per response	Total Annual cost of all response s (See note 1)	
48CFR 1- 53	146	2	292	N/A Varies per form required	389	\$25.00	\$19,725	
TOTAL		2	292		778		\$19,725]

Reporting Burden

Recordkeeping Burden

Estimated	Reports	Total	Estimated	Estimated	Cost per	Total
Number of	by Each	Annual	Average	Total	response	Annual
Respondents	Respondent	Responses	Number of	Annual	_	cost of all
-		-	Hours per	Number of		response
			Response	Hours		S
						(See note
						2)
146	2	292	N/A	389	N/A	\$194,800
			Varies per			
			form required			
	2	292		778		\$194,800
	Number of	Number of Respondents Respondent	Number of Respondentsby Each RespondentAnnual Responses1462292	Number of Respondentsby Each RespondentAnnual ResponsesAverage Number of Hours per Response1462292N/A Varies per form required	Number of Respondentsby Each RespondentAnnual ResponsesAverage Number of Hours per ResponseTotal Annual Number of Hours1462292N/A Varies per form required389	Number of Respondentsby Each RespondentAnnual ResponsesAverage Number of Hours per ResponseTotal Annual Number of Hoursresponse1462292N/A389N/A1462100Varies per form required389N/A

Third Party Reporting or Recordkeeping Burden

Regulatio n	Estimated Number of Respondents	Reports by Each Respondent	Total Annual Responses	Estimated Average Number of Hours per Response	Estimated Total Annual Number of Hours	Cost per response ¹	Total Annual cost of all response S
See Note 3	N/A						

NOTES:

1 Assume a record keeping burden of approximately 2 hour per respondent per year, for

a total of 789 hours. At \$25/hour for administrative support, this translates into a cost of \$19,725.

2 It is estimated that it costs the Government \$194,800 annually to collect and sufficiently analyze the information received from the public on the forms that are required. This figure represents

a percentage of the annual salaries (including benefits and overhead) of contracting officers that is proportional

to the time spent in analyzing data submitted on the various contracting forms.

3 No Third Party Reporting or Recordkeeping Burden is being reported at this time. The agency is not aware of any such burden to report.