

PERFORMANCE ELEMENT

Here is a sample performance element for purchasing agents. This could be modified for AO/ATs and lab managers if the IC chooses to do so.

4.

E(5) FS(3) MS(2) U(1)

Description: **Consolidation and Cost Savings of Acquisition Requirements**

- Consolidation of contract/simplified acquisition requirements shall be mandatory in the processing of procurement. Consolidation of procurements is defined as combining at least two or more requirements of the agency or activity for goods or services previously procured separately into 1 procurement transaction. Consolidation efforts shall provide customers with cost savings. Examples of consolidation efforts are use of vendor agreements, BPA, etc.
- Meet with Program and Branch Chiefs to identify consolidation/cost savings procurement opportunities
- Create Vendor and BPA Agreements in which the acquisition mechanism would be appropriate in cost saving and consolidation of supplies and services.