

**Fiscal Year 2010 and 2011 Submission Deadlines
(last day to submit Requisitions and Agreements)**

PROCUREMENT TYPE	DOLLAR VALUE	FY 2010 SUBMITTAL DEADLINE	FY 2011 SUBMITTAL DEADLINE
New Requirements	>\$10,000,000	Dec. 3, 2009	Dec. 3, 2010
New Requirements	\$5,000,000 - \$9,999,999	Feb. 4, 2010	Feb. 4, 2011
New Requirements	\$250,000 - \$4,999,999	March 8, 2010	March 8, 2011
New Requirements	\$100,000 - \$249,999	April 14, 2010	April 15, 2011
Task/Delivery Orders against IDIQs, BOAs, BPAs or GSA Contracts	>\$100,000 <\$100,000	June 8, 2010 July 19, 2010	June 8, 2011 July 19, 2011
New Requirements	\$10,000– \$100,000	July 8, 2010	July 8, 2011
Interagency Agreements – NIST as requesting agency.*	Any Amount	June 1, 2010	June 1, 2011
New Requirements	\$3,001 - \$10,000	August 16, 2010	August 16, 2011
Micro-Purchase	\$3,000 and less	Sept. 9, 2010	Sept. 9, 2011
Modifications to Existing Contracts	If mod needs to be done by the end of the current fiscal year.	August 16, 2010	August 16, 2011
Options		90 days before option is to start.	90 days before option is to start.
Additional funding, change in work performed, no-cost time extensions.		30 days prior to effective date	30 days prior to effective date
De-obligations		30 days prior to effective date.	30 days prior to effective date.
Administrative – change in accounting, COTR, etc.		10 days prior to effective date.	10 days prior to effective date.

* This date will be the last date that interagency agreements are accepted. However, due to the clearance process for agreements, there is a 60-day review and approval period for all agreements, including amendments. Agreements and amendments to existing agreements must be submitted 60 days prior to the anticipated effective date of the agreement.

Procurement Requests received after the Published Cut-off Dates. All requisition submitted after the cut-off dates will be processed on a “best effort” basis depending on time and staff demands.