



Mark,

In the competitive landscape of government contracting, it's easy to overlook requirements that do not seem essential to the proposed work. In our feature article this month, Myrna Beckford outlines some contract requirements that are essential to winning new business, but often viewed as after-thoughts. Also in this issue are comments from OMB Director Jack Lew about revitalizing suspension and debarment programs for contractors with poor performance. Finally, if your business is growing out of its current space, take a look at the newly furnished space at 1861 International Drive.

## How Will Your Business Compete in 2012?

By Myrna Beckford - NeoSystems' Policy & Procedure Manager

For many companies, it's time to go after the first big contract as a prime. For others, competing for federal dollars means growing a foothold through subcontracting. No matter what your company is aiming for in the next year, it's important to know the steps you'll need to take to get there.

To be successful, your business needs to understand all of the nuances and intricacies outlined in the Federal Acquisition Regulation (FAR). One commonly overlooked FAR principle relates to the reporting standards on contracts valued at over \$5 million. On these contracts, companies need internal policies and procedures in place that guide employee conduct on everything from bonus plans to reporting standards and accounting practices, among many others.

This requirement is often one of the first items that DCAA examines when auditing a business. Auditors look for clear and consistent policies that can be easily distributed across the entire organization. You'll also need proof that each employee has read and comprehended every policy and any subsequent updates that are made over time. This makes offline and paper-based tracking difficult as policies grow and become more complex. Failure to comply with these requirements can lead to failed bids and withheld payments, depending on the contract.

But, the benefits of quality internal controls stretch beyond meeting a federal compliance requirement. Having an effective method for communicating policies allows for each employee to stay current and minimizes the time it takes to adapt to any changes. This helps your business run efficiently and better compete for new business in the coming year.

NeoSystems delivers a platform for managing the policies and procedures required by federal contracts. Our team of experts implement turn-key solutions that tailor these internal controls to meet your specific needs. To find out more about our [Policy & Procedure Management](#) services, [email us](mailto:us).

## OMB Pushing for Contractor Crackdown

Agencies to Get More Aggressive with Debarment, Suspensions

Earlier this month, Jack Lew, Director of OMB, ordered government agencies to start putting more resources into their suspension and debarment programs. In the November 15th memo, Lew called for several immediate changes, including:

- Appointment of a senior official to oversee the program
- Consideration for requirement of full-time staff members in each agency
- Distribution of policies to educate staff members
- Participation of each agency in the Interagency Suspension and Debarment Committee

With only four of the ten surveyed agencies actively using a suspension and debarment program, many are calling for increased pressure to deny contract awards to companies with poor past performance. Acquisition officials are now rigorously cross-checking bidding companies against the Excluded Parties List System and other relevant databases.

For more on Director Lew's memo, [read the Washington Technology's article](#).

## Won't You Be Our Neighbor at 1861 International?

Over 7,000 Sq Ft of Space Available in Newly Renovated Building

The end of October ushered in a new era for NeoSystems, as we moved our office into a brand new build out of a Tyson's Corner landmark. We welcome you to stop by and visit our new home at 1861 International Drive, right above the Capital Grille.

If your business is growing out of its current space, or looking to move to a prime location, we have 7,030 square feet available for sublease. Amenities include:

- Brand new build-out
- Option for fully furnished, with brand new furniture
- Double glass door entrance from elevator lobby
- Seven offices and large open area for cubicles
- Large and small conference rooms, including a pantry
- New fitness center

For more information, and to view the floorplan, [click here](#).

Thanks for reading this month's newsletter. If you have any content you would like to share with the NeoSystems community or have any questions regarding our services, please [email us](mailto:us).

### In This Issue

[How Will Your Business Compete in 2012?](#)

[OMB Pushing for Contractor Crackdown](#)

[Won't You Be Our Neighbor at 1861 International?](#)



### Quick Links

[NeoSystems Home](#)

[About NeoSystems](#)

[Back Office Services](#)

[Contact Us](#)

### Upcoming Training Courses

[12/7 - Processing Labor/PR for Government Contractors](#)

[12/8 - Webinar - Closing the Calendar Year for Government Contractors](#)

[12/12 - Webinar - Closing the Fiscal Year for Government Contractors](#)

[12/21 - Webinar - Closing the Calendar Year for Government Contractors](#)

[1/3 - Webinar - Closing the Calendar Year for Government Contractors](#)

[1/4 - Webinar - Closing the Fiscal Year for Government Contractors](#)

[1/23 - Webinar - Closing the Fiscal Year for Government Contractors](#)