

# Procurement Action Lead Time

The FEDLINK procurement action lead time (PALT) is the estimated number of calendar days to award a contract, order, or modification. The lead time starts when FEDLINK has the full funding and the final requirements.

Lead Time in Days	Type of Contract Action
120 days	<ul style="list-style-type: none"><li>• Stand-alone negotiated contract* (\$250,000 or more)</li><li>• New order under existing contract: serials (\$250,000 or more)</li></ul>
90 days	<ul style="list-style-type: none"><li>• Stand-alone negotiated contract* (less than \$250,000)</li><li>• New order under existing contract: books,** electronic resources, library support services, preservation (\$250,000 or more)</li><li>• New order under existing contract: serials (less than \$250,000)</li><li>• Negotiated modification to existing contract or order (\$250,000 or more)</li></ul>
60 days	<ul style="list-style-type: none"><li>• New order under existing contract: books,** library support services, preservation (less than \$250,000)</li><li>• Negotiated modification to existing contract or order (less than \$250,000)</li></ul>
45 days	<ul style="list-style-type: none"><li>• New order under existing contract: electronic resources (less than \$250,000)</li><li>• New order under existing contract: serials micropurchases (annual order of \$10,000 or less)</li></ul>
30 days	<ul style="list-style-type: none"><li>• Non-negotiated modification (i.e., exercising an existing option with no changes)</li></ul>

\* Stand-alone contracts require approval from the FEDLINK Executive Director.

\*\*Lead time does not apply to delegated ordering authority under Books Lot 1 customer specific indefinite delivery, indefinite quantity (IDIQ) orders.