



GSA PBS OAM AUTOMATION SOLUTION CENTER



MASS MOD

Challenge

Federal acquisition regulations and contractual administrative requirements are subject to change and can necessitate modifying existing contracts to incorporate these changes. Before the automation was developed, it took an acquisition team approximately one hour to perform all of the actions required to complete a single contract modification. It was a laborious effort to execute tens of thousands of modifications, monitor this effort and complete within tight deadlines.

Solution

Using a report of active contracts, the mass mod automation drafts a contract modification in the contract writing system which includes: generating the modification form, inserting scripted description language, uploading supporting documentation and sending the modification to the contractor representative and GSA acquisition team.

Benefits

The automation completes the contract modification in approximately ten minutes, as opposed to the hour it took to complete prior to automating. The automation also enables superior progress monitoring and helps ensure contract compliance with new regulations and requirements that are time-sensitive. The goal of the automation is to not only reduce human resource time but to also eliminate errors.

By The Numbers

83%

The automation reduced per- contract processing from 60 min. down to 10 min. - an 83% reduction.

10k

PBS issues over 10,000 automated mass modifications annually

For More Information

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The U.S. General Services Administration (GSA) is a government leader in robotic process automation and has deployed more than 100 automations across the agency.

The GSA OCFO sponsors the Federal RPA Community of Practice, which aims to increase awareness and knowledge of RPA, while also removing implementation hurdles.