

DATA ITEM DESCRIPTION

Title: CONTRACTOR COST AND SCHEDULE FORECAST (CCSF)

Number: DI-FNCL-82229

Approval Date: 20180621

AMSC Number: F9957

Limitation: N/A

DTIC Applicable: No

GIDEP Applicable: No

Preparing Activity: 20 (AFRL/RQHP)

Project Number: FNCL-2018-003

Applicable Forms: N/A

Use/Relationship: The Contractor Cost and Schedule Forecast (CCSF) will be used to provide a standardized means for transmitting contractor financial data associated with all work efforts described within the contract. The CCSF provides both current and forecasted contractor-generated financial execution data to the requesting agency allowing for optimized budgeting decision making.

a. The CCSF is applicable to contracts over \$250,000 and over six months of duration. Any contracts below \$250,000 and six months of duration should remove the Contract Performance Measurement section from their submission.

b. The CCSF will be a contractual requirement as set forth in DD Form 1423, Contract Data Requirements List (CDRL). The CCSF will be prepared at the end of each month and submitted according to the CDRL distribution list specified within the contract. This report will be submitted on a monthly basis.

(Copies of this Form are available online at <http://www.esd.whs.mil/Directives/forms/>.)

c. This Data Item Description (DID) may be used in conjunction with DI-MGMT-81334, *Contract Work Breakdown Structure*.

(Copies of this document are available online at <http://quicksearch.dla.mil/>.)

d. This DID contains the format, content, and intended use information for the data deliverable resulting from the work task described in the solicitation.

Requirements:

1. Reference documents. The applicable issue of the documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.

2. Format. Contractor formats should be substituted whenever they contain all the required data elements at the specified reporting levels in a form that is both human interpretable and suitable for Department of Defense (DoD) management decision making. An electronic version of the CCSF (see sample below) will be provided as requested by the contractor.

3. Content. The CCSF shall contain the following information:

DISTRIBUTION STATEMENT A. Approved for public release. Distribution is unlimited.

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- 3.1 Contract Reference Data. This section shall include at a minimum:
- a. Contractor Name. Enter the company or name, or the name of the organization who is performing work for the Government.
 - b. Date of Report. Enter the date the information was submitted in the following format DD-MMM-YY.
 - c. Contract End Date. Enter the date the contract will be completed, reflecting any negotiated adjustments in the format DD-MMM-YY.
 - d. Contract Number. Enter the assigned contract number and the latest modification number on which contractual agreement has been reached.
 - e. CCaR Record Number. Enter the Comprehensive Cost and Requirement System (CCaR) record number associated with this contract. This four-digit code will be provided by the Government program manager.
 - f. Total Contract Price. Enter the total dollar amount for the awarded contract target price, after any adjustments.
 - g. Delivery Order Number. Enter an associated delivery order number if applicable.
 - h. Program/Work Effort Title. Enter the title of the contracted work effort.
- 3.2 Current Funding/Cost Information. This section shall include the contractor's financial data from contract inception through the date of the report (see Sample Contractor Cost and Schedule Forecast, *Current Funding/Cost Information* section).
- a. Column 1 – Line Item. Enter the Accounting Classification Reference Number (ACRN) or Work Breakdown Structure (WBS) element that has been funded. Use multiple rows as needed.
 - b. Column 2 - Total Contract Funding. Enter the total dollar amount of funding received by the Government, in relation to its ACRN/WBS line item listed in Column 1.
 - c. Column 3 - Total Expenditures (Including Fee). Enter the total dollar amount of expenditures incurred by the contractor (to include but not limited to: labor, overhead, open commitments, fee/profit, etc.), in relation to its ACRN/WBS line item listed in Column 1.
 - d. Column 4 - Remaining Funds. Enter the total dollar amount of remaining Government funding, in relation to its ACRN/WBS line item listed in Column 1.
 - e. Column 5 - Amount Invoiced to Government. Enter the total amount invoiced to the Government, in relation to its ACRN/WBS line item listed in Column 1.
 - f. Total Row - Include a row at the bottom that reflects the total dollar amounts for Column 2 through 5.
- 3.3 Projected Contract Work (Cumulative, with Fee/Profit). This section shall include the contractor's projected financial execution in dollars (see Sample Contractor Cost and Schedule Forecast, *Projected Contract Work* section).
- a. Column 1 - The column shall include the row headings: Projected Months, Open Commitments, Earnings, Funded Fee, Total Expenditures.
 - b. Column 2 - This column shall include the actual dollar amounts to date for the aforementioned row headings.

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- c. Column 3 through column 14 - These columns will be headed to reflect a twelve month projection of the total dollar amounts for the row headings listed in item 3.3a above.

3.4 Contract Performance Measurement (Inception to Date). This section shall include the contractor's current performance as measured by Earned Value Management System (EVMS) principles (see Sample Contractor and Schedule Forecast, *Contract Performance Measurement* section).

- a. This section shall include at a minimum: Budgeted Cost of Work Scheduled (BCWS), Budgeted Cost of Work Performed (BCWP), Actual Cost of Work Performed (ACWP), Cost Variance (CV), Cost Performance Index (CPI), Schedule Variance (SV), Schedule Performance Index (SPI), Budget at Completion (BAC), Estimate at Completion (EAC)/Latest Revised Estimate (LRE), and To Complete Performance Index (TCPI).

3.5 Additional Remarks Section.

- a. This section shall contain any additional information or remarks to support or explain the data submitted in this report. There is not a minimum amount of information expected in this section and it should only be used if additional information or remarks are necessary.

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SAMPLE CONTRACTOR COST AND SCHEDULE FORECAST (CCSF) (Dollars In _____)

Contract Reference Data													
Contractor _____		Date of Report _____		Contract End Date _____		Contract Record # _____		Total Contract Price _____		Amount Invoiced to Government _____			
Contract Number _____		CCAR Record # _____		Program/Work Effort Title _____		Delivery Order Number _____		Total Contract Funding _____		Remaining Funds _____			
Current Funding/Cost Information (Inception to Date)													
Line Item	Total Contract Funding	Total Expenditures (Including Fee)	Remaining Funds									Amount Invoiced to Government	
Total													
Projected Contract Work (Cumulative)													
Projected Months	Actual to Date	Month + 1	2 Months	3 Months	4 Months	5 Months	6 Months	7 Months	8 Months	9 Months	10 Months	11 Months	12 Months
Open Commitments													
Earnings													
Funded Fee													
Total Expenditures													
Contract Performance Measurement (Inception to Date)													
Budget Cost of Work Scheduled (BCWS)	Cost Variance (CV)		Budget at Completion (BAC)										
Budgeted Cost of Work Performed (BCWP)	Cost Performance Index (CPI)		Estimate at Completion (EAC)/ Latest										
Actual Cost of Work Performed (ACWP)	Schedule Variance (SV)		Revised Estimate (LRE)										
		Schedule Performance Index (SPI)		To Complete Performance Index									
Additional Remarks:													

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