

# 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* (\$350,000 or more)</li> <li>• New order under existing contract: serials (\$350,000 or more)</li> </ul>
90 days	<ul style="list-style-type: none"> <li>• Stand-alone negotiated contract* (less than \$350,000)</li> <li>• New order under existing contract: books,** electronic resources, library support services, preservation (\$350,000 or more)</li> <li>• New order under existing contract: serials (less than \$350,000)</li> <li>• Negotiated modification to existing contract or order (\$350,000 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 \$350,000)</li> <li>• Negotiated modification to existing contract or order (less than \$350,000)</li> </ul>
45 days	<ul style="list-style-type: none"> <li>• New order under existing contract: electronic resources (less than \$350,000)</li> <li>• New order under existing contract: micro-purchases (order of \$15,000 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.

\*\*\* Excludes library support services. For information, contact [FEDLINKLS@loc.gov](mailto:FEDLINKLS@loc.gov).