

FEDLINK Bulletin

News from the Federal Library and Information Network (FEDLINK)

Bulletin FY2021-1

Friday, October 16, 2020

Account Management Tips for the New Fiscal Year

Simplify your registration process and expedite your orders with a few quick tips.

Include Estimates with Registration

FEDLINK often requires additional support documentation such as Independent Government Cost Estimates (IGCEs), title lists, etc., to complete your registration. Not sure what your future orders will require? Visit FEDLINK's Contracting/Vendor Products & Services website at http://www.loc.gov/flicc/contracts/index_contracts.html for requirements and contact information.

Avoid Interagency Agreement Delays

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 your full funding and final requirements. Need to estimate when your contract/order will be awarded? Point your browser to our PALT schedule at <http://www.loc.gov/flicc/contracts/PALT.pdf>

Update Contact Information

Have a new point of contact or email address for your agency? Update your records with the FEDLINK Contacts form at <http://www.loc.gov/flicc/onlinedoc/FIT/ChangeAddressContact.pdf>. Consider adding additional contacts or a shared email box to ensure your agency receives monthly statements and account updates.

Using Prior Year Funds

Do your accounts have prior year funds from multi-year or no-year money? Review page 8 of your Interagency Agreement (IAA) to see which funds your agency uses. Customers with funds in prior fiscal year accounts will use those funds first until they are exhausted. For assistance in managing these funds, email FEDLINK Customer Service at fliccfo@loc.gov.

Save the Date:

FEDLINK Fall Expo

FEDLINK's all-virtual Expo, *Federal Libraries: Knowledge Unlimited*, is December 9th. Registration opens November 2.

Staff Arrivals and Departures

FEDLINK was pleased to welcome four new staff members to the team in the latter half of FY2020. Megan Tietjen and Sara Eckelberry have joined the librarians team and Alisa Williams, an accounting technician, and Alexa Zamba, a contracts specialist, began earlier this summer. FEDLINK also bid farewell to a number of staffers: Lennel Galloway, Regina Bundy, Tiffany Wilkins, Johnna Harris, and Anne Harrison.



101 Independence Ave, S.E.
Washington, DC 20540-4935
<http://www.loc.gov/flicc>