



## **Contract Appeals Board CAB (AFO)**

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### **MISSION**

The mission of the Contract Appeals Board is to provide an impartial, expeditious, inexpensive, and knowledgeable forum for hearing and resolving contractual disputes and protests involving the District and its contracting communities.

### **SUMMARY OF SERVICES**

The Contract Appeals Board adjudicates: protests of District contract solicitations and awards, appeals by contractors of District contracting officer final decisions, claims by the District against contractors, appeals by contractors of suspensions and debarments, and contractor appeals of interest payment claims under the Quick Payment Act.

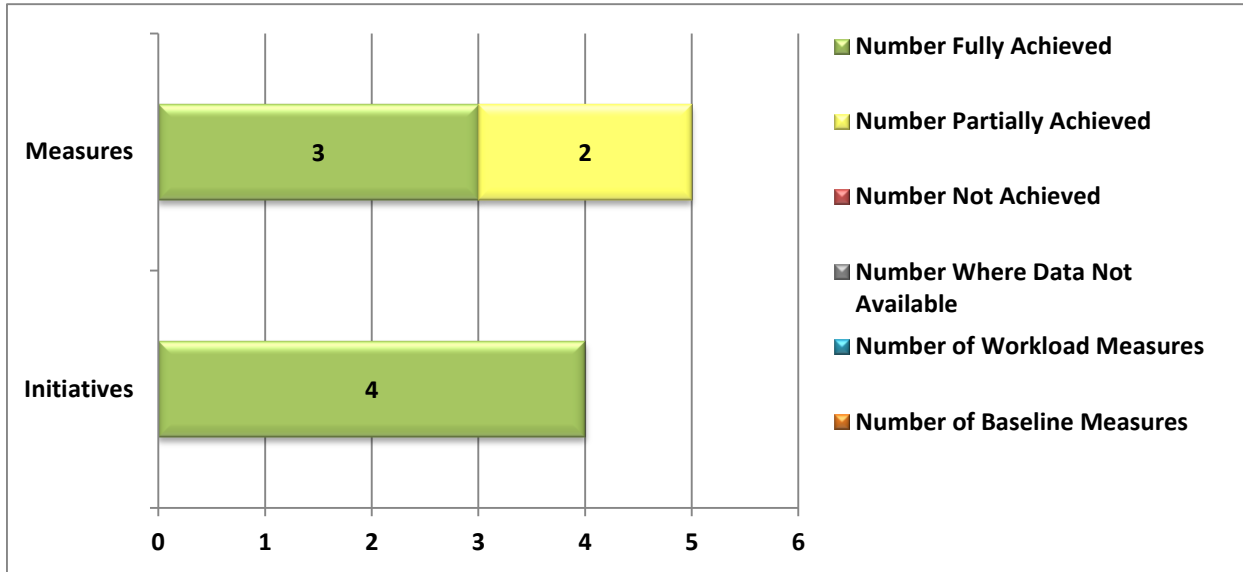
### **ACCOMPLISHMENTS**

- ✓ The Board closed a record 79 cases, reducing the overall “legacy” backlog by 90%. As a result, the CAB closed FY14 with the lowest number of open cases on its docket (59) since records have been maintained. Since FY10, the CAB has achieved a net case reduction of 106 cases, reducing the total docket from 165 cases in FY10, to the present 59 open cases (FY14).
- ✓ The CAB is the only judicial body in the Washington, D.C. metropolitan area that has a completely transparent filing system. Except for matters filed under seal, every filing submitted to the Board is made available on the public website within 2 working days. During FY14, the Board digitized and uploaded 5,041 files to the CAB public website. As a result, all available public records in CAB protests from 1984 to present are on the website, and all such records in CAB appeals from 1988 to present are on the website ([www.cab.dc.gov](http://www.cab.dc.gov)).
- ✓ The Board encourages settlement throughout the litigation process to conserve resources of the District and private litigants. The result in FY14: Of the 79 cases closed by the Board, 54% (43) were dismissed at the request of the parties.

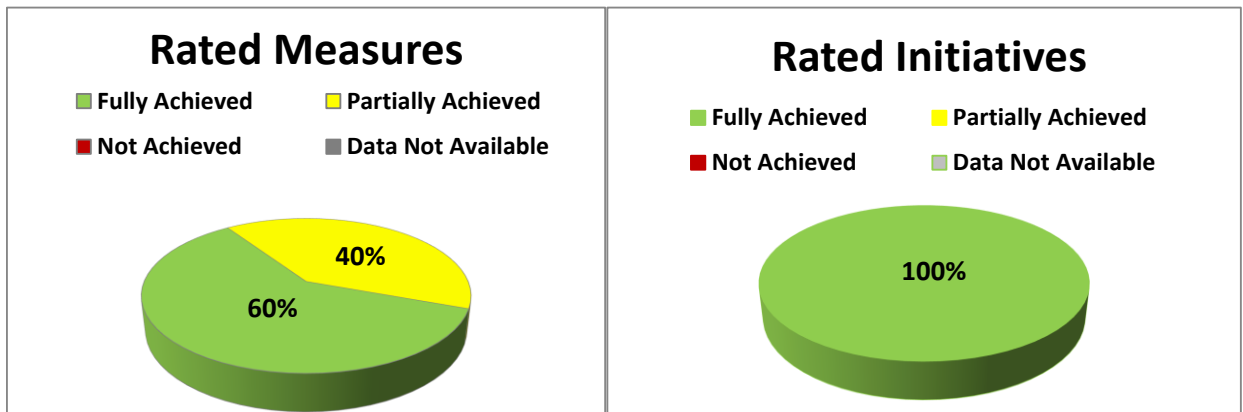


# OVERALL AGENCY PERFORMANCE

## TOTAL MEASURES AND INITIATIVES



## RATED MEASURES AND INITIATIVES



**Note:** Workload and Baseline Measurements are not included

Default KPI Rating:	
$\geq 100\%$	Fully Achieved
75 - 99.99%	Partially Achieved
$< 75\%$	Not Achieved



## Performance Initiatives – Assessment Details

### Performance Assessment Key:



Fully achieved



Partially achieved



Not achieved



Data not reported

### Agency Management

**OBJECTIVE 1: Promote public confidence in the integrity of the procurement process through equitable, timely, efficient, and legally correct adjudication of disputes and protests.**

**INITIATIVE 1.1: Continue significant reductions to the number of open appeal cases that are 3 years or older by September 2013.**

**Fully achieved.** The Board's record in closing cases 79 cases in FY14), reducing the inherited backlog (cumulative backlog decrease is 90%), and preventing a future backlog through rigorous case management, promotes public confidence in the integrity of the procurement process. The

- Board's expeditious and independent decision making in protest cases promotes confidence in the procurement process. The Board's commitment to filing transparency also promotes integrity in the procurement process.

**INITIATIVE 1.2: Complete digital archiving and loading into the database of all appeal cases decided between 1988-1991, and all protest cases decided between 1986-1991.**

**Fully achieved.** Digital archiving provides for better preservation and retrieval than paper records. Once digitized, the Board's case files can be imported into its document management system and database. The database is linked to the Board's public website which contains a series of searching options for users, such as searching documents by case number and full-text searching. This functionality is very transparent for litigants, the contracting community and the public. In FY14 the Board will digitize and upload to its website appeals cases decided from 1988 through 1991 and protest cases decided from 1986 through 1991.



**OBJECTIVE 2: Enhance the Board's ability to efficiently and inexpensively manage and adjudicate cases.**

**INITIATIVE 2.1: Expand and improve law student intern program.**

**Fully achieved.** One hundred percent (100%) of the Board's cases are litigated digitally up to the point of trial, creating an efficient means to file, serve and review litigation documents. The Board makes effective use of volunteer attorneys and law students to support the mission. Four



**OBJECTIVE 3: Educate government and private contracting parties on resolving disputes through traditional and alternative dispute resolution methods.**

**INITIATIVE 3.1: Meet with stakeholders to promote ADR methods.**

**Fully achieved.** We believe that the Board's rigorous case management practices and consistent encouragement of settlement contributed to the litigants requesting dismissal in 54% of FY14 closed cases. The Board encourages settlement throughout proceedings, and especially during the pretrial hearing phase of litigation.





## Key Performance Indicators – Details

### Performance Assessment Key:

 Fully achieved  
  Partially achieved  
  Not achieved  
  Data not reported

	KPI	Measure Name	FY 2013 YE Actual	FY 2014 YE Target	FY 2014 YE Revised Target	FY 2014 YE Actual	FY 2013 YE Rating	Budget Program
	1.1	Percent of protests resolved within 60 business days.	96%	96%		82%	85.57%	CONTRACT APPEALS BOARD
	1.2	Percentage of appeals cases decided within 4 months of the cases being ready for decision.	78%	90%		84%	94.02%	CONTRACT APPEALS BOARD
	1.3	Percentage of new cases using electronic filing system.	100%	100%		100%	100%	CONTRACT APPEALS BOARD
	1.4	Percentage of decisions sustained on appeal.	100%	100%		100%	100%	CONTRACT APPEALS BOARD
	1.5	Percentage of cases closed by the Board which are electronically archived to permit web-based retrieval and full-text searching.	100%	100%		100%	100%	CONTRACT APPEALS BOARD