



June 26, 2025

[Name]
[Title]
[Firm]
[Address]

Re: Federal Consultant Contract Review and Assessment

Dear [Name]:

This administration has made it a priority to eliminate waste, reduce spending, and increase efficiency in the Federal government. In support of that priority, GSA has been leading an administration-wide review of Federal consulting contracts; this effort has so far resulted in savings of \$23.3 billion in multi-year awards through the termination of contracts. As part of this ongoing, phased review, we are now turning our attention to traditional strategy consulting firms. Our objective is to critically evaluate which engagements deliver genuine value and demonstrable returns to the American taxpayer, and therefore merit external support, and which should be internalized to ensure we are responsible stewards of taxpayer dollars and avoid unnecessary spending. In keeping with this Administration's laser focus on fiscal responsibility, our baseline presumption is that most, if not all, of these contracted services are not core to agency missions. To support this review, we request a comprehensive overview of your firm's federal engagements, including spending patterns and pricing structures across all active and historical agreements.

This information will serve as a scorecard to evaluate your perspective against our government-wide analysis and compare it with submissions from other consulting firms in the federal marketplace.

Submission Requirements: To facilitate your analysis, we have provided templates that should be used for your submission. Please include qualitative responses in the PowerPoint template (limited to 7 slides maximum) and all quantitative data, project descriptions, and detailed assessments in the Excel template.

Detailed Requirements:

- **All Federal Contracts** – This assessment must encompass all federal contracts government-wide and not just GSA contracts. Your firm should seek any necessary agency disclosure approvals and provide detailed explanations for any exclusions.

- **Detailed Spending Breakdown** – Categorize spending by each federal agency, identify related contracts and projects, and further segment costs by functional category using clear, accessible language. Descriptions should be understandable to non-technical, non-Wall Street audiences—avoid jargon or ambiguous terminology (i.e., no consultant gobbledygook). Do not use vague line items or generic "services" charges.
- **Comprehensive Pricing Analysis** – Detail how pricing is structured for each contract, project, and service category. Explain pricing variations between different agencies and compare these structures to available market information and industry benchmarks.
- **Waste Identification and Savings Analysis** – Provide comprehensive, itemized spending reduction analyses with total projected savings. Submissions that fail to identify meaningful waste and spending reductions will not be considered credible.
- **Pricing Restructure:** Essential continuing contracts must transition to outcome-based pricing tied to quantifiable deliverables. Consider shared-savings models where contractors demonstrate 'skin in the game'. Describe your plans and provide justification for any contracts where you believe outcome-based pricing is not feasible.

To strengthen our ongoing partnership, we expect transparent, comprehensive responses that include significant cost reductions and taxpayer-friendly pricing adjustments.

Submission Deadline: Please submit your completed scorecard using the attached templates to caseassistantcommissioner@gsa.gov no later than 5:00 PM EST **on July 11, 2025.**

For questions or clarifications, contact the same email address or reach FAS Commissioner Josh Gruenbaum directly at josh.gruenbaum@gsa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Josh Gruenbaum". The signature is fluid and cursive, with the first name "Josh" and last name "Gruenbaum" clearly distinguishable.

Josh Gruenbaum
FAS Commissioner

Enclosures