





PRIYA N. SUNDARAM

CONTRACT SPECIALIST WITH 6 YEARS OF FEDERAL ACQUISITION EXPERIENCE SUPPORTING CIVILIAN AGENCIES THROUGH PRE-AWARD, SOURCE SELECTION, AND POST-AWARD ADMINISTRATION. FAC-C PROFESSIONAL CERTIFIED WITH AN UNLIMITED WARRANT UP TO \$25M. COMFORTABLE NAVIGATING BID PROTESTS, CPARS, AND SBA SET-ASIDE REQUIREMENTS.

CONTACT

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 Kansas City, MO

EDUCATION

- **B.B.A. | SUPPLY CHAIN MANAGEMENT, UNIVERSITY OF MISSOURI-COLUMBIA | FEBRUARY 2018**
 - M.P.A., Public Financial Management, American University, 2017
 - B.S., Political Science, Virginia Commonwealth University, 2014

KEY SKILLS

- **Systems:** FPDS-NG, SAM.gov, GSA eBuy, ASSIST, Comprizon, CPARS
- **Authorities:** FAR Parts 8, 13, 15, 16, 19; GSAM; AGAR
- **Clearance:** Public Trust (Tier 4)

PROFESSIONAL EXPERIENCE

CONTRACT SPECIALIST, GS-1102-12 | GENERAL SERVICES ADMINISTRATION, FEDERAL ACQUISITION SERVICE, KANSAS CITY, MO | MAY 2022 - PRESENT

- Manage a portfolio of 18 active task orders against MAS schedules with a combined ceiling of \$63.8M.
- Led a recent 8(a) competitive set-aside from market research through award in 94 calendar days, beating the regional median by roughly 3 weeks.
- Negotiated a price reduction of approximately 11% on a sole-source bridge contract through analysis of comparable GSA pricing.
- Closed out 27 expired contracts during FY24, clearing a backlog flagged in the prior OIG review.
- Serve as the office trainer on SAM.gov entity validation issues for 9 junior 1102s.

CONTRACT SPECIALIST, GS-1102-09/11 | U.S. DEPARTMENT OF AGRICULTURE, FOREST SERVICE, ALBUQUERQUE, NM | SEPTEMBER 2019 - FEBRUARY 2022

- Awarded and administered IDIQ contracts for wildfire support services in Regions 3 and 4.
- Processed emergency procurements during the 2021 fire season, including 6 simplified acquisitions executed inside 72 hours.
- Coordinated with OGC on 2 size-standard protests; both decisions sustained the agency position.
- Documented contract files in accordance with FAR 4.802; passed CPRB review with no major findings.

PROCUREMENT TECHNICIAN, GS-1106-07 | U.S. DEPARTMENT OF AGRICULTURE, FOREST SERVICE, ALBUQUERQUE, NM | AUGUST 2018 - MARCH 2019

- Processed approximately 340 purchase card transactions monthly against unit allowances.
- Reviewed requisitions in the Integrated Acquisition System for completeness before routing to 1102 staff.

- Maintained vendor files and supported file room audits across two ranger districts.