

# Federal Acquisition Certification in Contracting (FAC-C) Practice Exam (Sample)

## Study Guide



**Everything you need from our exam experts!**

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# Table of Contents

<b>Copyright</b> .....	<b>1</b>
<b>Table of Contents</b> .....	<b>2</b>
<b>Introduction</b> .....	<b>3</b>
<b>How to Use This Guide</b> .....	<b>4</b>
<b>Questions</b> .....	<b>5</b>
<b>Answers</b> .....	<b>8</b>
<b>Explanations</b> .....	<b>10</b>
<b>Next Steps</b> .....	<b>16</b>

SAMPLE

# Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:**

## 1. Start with a Diagnostic Review

**Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.**

## 2. Study in Short, Focused Sessions

**Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.**

## 3. Learn from the Explanations

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

## 4. Track Your Progress

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

## 5. Simulate the Real Exam

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

## 6. Repeat and Review

**Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!**

## **Questions**

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- 1. What three factors must be managed to ensure successful contract completion?**
  - A. Cost, quality, and risk**
  - B. Cost, schedule, and performance**
  - C. Cost, compliance, and personnel**
  - D. Cost, schedule, and communication**
- 2. What function does educational background serve in FAC-C certification?**
  - A. It is used to determine job promotions**
  - B. It ensures a basic understanding of procurement principles**
  - C. It qualifies individuals for higher salaries**
  - D. It is the sole basis for certification**
- 3. What is "Negotiated Procurement"?**
  - A. A method requiring sealed bids for contracts**
  - B. An acquisition process involving discussions and negotiations**
  - C. A technique that eliminates competition**
  - D. A purchasing strategy focused on lowest cost**
- 4. Which certification level typically focuses on basic transactional procurement functions?**
  - A. Level I**
  - B. Level II**
  - C. Level III**
  - D. None of the above**
- 5. What role do Collective Bargaining Agreements play in labor used for contracts?**
  - A. They expedite the contracting process**
  - B. They can affect wages and working conditions**
  - C. They eliminate the need for performance evaluations**
  - D. They are irrelevant to government contracts**

**6. What is the Federal Awardee Performance and Integrity Information System (FAPIIS) used for?**

- A. To provide public feedback on contractor performance**
- B. To keep track of budget expenditures**
- C. To collect information on contractor integrity and performance**
- D. To facilitate contract negotiation updates**

**7. What level of competition is required for acquisitions using simplified acquisition procedures?**

- A. Limited competition is acceptable**
- B. Competition to the maximum extent practicable**
- C. Single source justification is required**
- D. No competition is necessary**

**8. What is the purpose of discussions/negotiations occurring after the establishment of the competitive range?**

- A. To finalize a contract without further input**
- B. To allow offerors to revise their proposals**
- C. To provide feedback to all bidders**
- D. To clarify technical specifications**

**9. What is generally required for competitive range determination?**

- A. Assessment of cost only**
- B. Technical merit and price consideration**
- C. Fixed profit margin for all offerors**
- D. Single bid analysis**

**10. How do Collective Bargaining Agreements affect contracting?**

- A. They set minimum quality standards for products**
- B. They influence wages, benefits, and working conditions**
- C. They determine the eligibility of firms for bidding**
- D. They limit the scope of work subcontractors can perform**

## **Answers**

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1. B
2. B
3. B
4. A
5. B
6. C
7. B
8. B
9. B
10. B

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## **Explanations**

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## 1. What three factors must be managed to ensure successful contract completion?

- A. Cost, quality, and risk**
- B. Cost, schedule, and performance**
- C. Cost, compliance, and personnel**
- D. Cost, schedule, and communication**

To ensure successful contract completion, managing cost, schedule, and performance is essential. Cost refers to the budget allocated for the contract, and effective cost management ensures that the project stays within financial constraints. Schedule management involves tracking progress and ensuring that all tasks are completed on time, which is crucial for meeting deadlines and delivering the final product as anticipated. Performance encompasses meeting the specific requirements and standards outlined in the contract, ensuring that the deliverables are of the expected quality and functionality. Together, these three factors create a balanced approach to contract management, allowing for alignment with the project's goals and objectives. Focusing on these elements helps mitigate risks and promotes the overall effectiveness of the contract execution process. The integration of these factors is fundamental in achieving positive outcomes in contract management.

## 2. What function does educational background serve in FAC-C certification?

- A. It is used to determine job promotions**
- B. It ensures a basic understanding of procurement principles**
- C. It qualifies individuals for higher salaries**
- D. It is the sole basis for certification**

The function of educational background in FAC-C certification is essential as it helps ensure that individuals have a foundational understanding of procurement principles. A solid educational background provides the necessary theoretical knowledge and cognitive skills required for effectively engaging in the complexities of contract management and acquisition processes. Education equips potential contract professionals with concepts related to contracting, federal acquisition regulations, and ethical considerations in procurement. This understanding is critical for effective decision-making and contributes to the overall proficiency required in roles related to contracting. Thus, the educational requirements serve as a baseline to ensure that individuals entering the contracting profession are adequately prepared to handle the responsibilities of the role and understand the implications of their decisions. Other options incorrectly imply that educational background solely determines aspects such as promotions or salary levels, or serve as the singular basis for certification, which is not accurate as the certification process involves a combination of education, experience, and training.

### 3. What is "Negotiated Procurement"?

- A. A method requiring sealed bids for contracts**
- B. An acquisition process involving discussions and negotiations**
- C. A technique that eliminates competition**
- D. A purchasing strategy focused on lowest cost**

Negotiated procurement is defined as an acquisition process that involves discussions and negotiations between the buyer and potential sellers. This method allows for more flexibility compared to a sealed bidding process, where offers are submitted without prior negotiations or discussions. In negotiated procurement, buyers can engage with vendors to clarify terms, assess capabilities, and modify proposals based on discussions. This approach supports obtaining more tailored solutions that meet the specific needs of the buying organization. It fosters collaboration and can lead to better pricing, terms, and overall outcomes than may be achieved through a rigid bidding process. The other choices highlight aspects that do not align with the essence of negotiated procurement. For example, requiring sealed bids pertains to a structured competitive bidding environment where proposals are evaluated strictly on predefined criteria without negotiation. Similarly, eliminating competition runs counter to the principles of procurement, which typically aims to foster a competitive marketplace. Focusing solely on the lowest cost neglects the broader scope of value and suitability that negotiated procurement seeks to recognize through an interactive approach.

### 4. Which certification level typically focuses on basic transactional procurement functions?

- A. Level I**
- B. Level II**
- C. Level III**
- D. None of the above**

Level I certification is designed for individuals who are just beginning their careers in contract management and procurement. This level emphasizes foundational knowledge and skills related to basic transactional procurement functions. It covers the fundamental concepts and processes necessary for managing simple procurement transactions effectively. At this level, individuals learn about the principles of contracting, the acquisition process, and familiarization with procurement regulations and policies. The focus is on establishing a solid base in contracting practices and acquiring the essential competencies for handling routine procurement activities. In contrast, Level II and Level III certifications are aimed at individuals with more advanced roles and responsibilities in the contracting field. Level II delves into intermediate processes, including contract negotiation and management, while Level III focuses on strategic planning and complex procurement issues. Therefore, Level I distinctly stands out as the certification level that targets the basic transactional procurement functions.

## 5. What role do Collective Bargaining Agreements play in labor used for contracts?

- A. They expedite the contracting process**
- B. They can affect wages and working conditions**
- C. They eliminate the need for performance evaluations**
- D. They are irrelevant to government contracts**

Collective Bargaining Agreements (CBAs) play a crucial role in defining the terms and conditions of employment for workers, particularly those involved in unionized settings. These agreements are legally binding contracts negotiated between employers and labor unions representing workers. They outline various aspects of the employment relationship, including wages, benefits, working conditions, and hours of work. The correct answer highlights that CBAs can affect wages and working conditions, which is significant in the context of contracts because they establish the minimum labor standards that contractors must adhere to when hiring workers. This can influence the cost of labor and overall project budgets, as contractors need to ensure compliance with these agreements to avoid potential disputes and maintain harmonious labor relations. Moreover, adherence to CBAs is essential for contractors bidding on government contracts, as these agreements can provide protections for workers and contribute to fair labor practices. Understanding the implications of CBAs is also essential for contract management, ensuring that contractors fulfill their obligations not just to meet the project's specifications but also to uphold the rights and conditions laid out in the CBAs. This compliance can affect contract performance and service delivery in government contracting environments.

## 6. What is the Federal Awardee Performance and Integrity Information System (FAPIIS) used for?

- A. To provide public feedback on contractor performance**
- B. To keep track of budget expenditures**
- C. To collect information on contractor integrity and performance**
- D. To facilitate contract negotiation updates**

The Federal Awardee Performance and Integrity Information System (FAPIIS) is designed specifically to collect and maintain information related to contractor integrity and performance. This system helps federal agencies make informed decisions by providing them with access to data on contractors' past performance, including any integrity issues or adverse information. By examining this data, procurement officials can assess the reliability and performance history of contractors, which is critical in ensuring that government contracts are awarded to entities that have demonstrated competence and ethical behavior. The focus on integrity and performance distinguishes FAPIIS from other systems that might address financial or operational matters, such as budget expenditures or contract negotiations. It serves as a comprehensive tool for federal agencies aimed at enhancing accountability and transparency within the federal procurement process. The information housed within FAPIIS is crucial for evaluating potential contractors and managing risks, thereby supporting the overall mission of effective government contracting.

**7. What level of competition is required for acquisitions using simplified acquisition procedures?**

- A. Limited competition is acceptable**
- B. Competition to the maximum extent practicable**
- C. Single source justification is required**
- D. No competition is necessary**

In acquisitions that utilize simplified acquisition procedures, the requirement is to promote competition to the maximum extent practicable. This principle is a cornerstone of federal procurement, as it ensures that the government receives the best value for its purchases while supporting a diverse marketplace where vendors can compete for contracts. The rationale behind this requirement is to foster an environment where multiple suppliers are encouraged to participate in the procurement process, thereby increasing innovation, quality, and price competitiveness. Ensuring maximum competition allows the government to mitigate risks associated with contract performance by avoiding reliance on a single seller and encourages economic fairness. This approach aligns with the federal acquisition regulations that emphasize the importance of competition in government contracting. While simplified acquisition procedures are designed for efficiency and reduced administrative burden, they still mandate a competitive environment unless justifiable circumstances dictate otherwise. This requirement reinforces the integrity and fairness of the procurement process, ensuring that taxpayer funds are spent effectively and promoting equity among vendors seeking government contracts.

**8. What is the purpose of discussions/negotiations occurring after the establishment of the competitive range?**

- A. To finalize a contract without further input**
- B. To allow offerors to revise their proposals**
- C. To provide feedback to all bidders**
- D. To clarify technical specifications**

The purpose of discussions and negotiations occurring after the establishment of the competitive range is to allow offerors to revise their proposals. This step is crucial in the source selection process, as it enables the contracting agency to seek clarifications and improvements from the offerors in order to enhance the proposals' responsiveness to the requirements stated in the solicitation. By facilitating this back-and-forth exchange, the agency can ensure that they receive the most competitive and high-quality proposals possible. Encouraging offerors to revise their submissions also serves to address any ambiguities or weaknesses identified in the initial proposals, ultimately leading to better evaluation outcomes and a more informed selection of the winning bid. This interaction helps to refine the offerings and can significantly impact the overall quality of contractual arrangements.

## 9. What is generally required for competitive range determination?

- A. Assessment of cost only**
- B. Technical merit and price consideration**
- C. Fixed profit margin for all offerors**
- D. Single bid analysis**

The correct answer, which focuses on technical merit and price consideration, reflects the fundamental principles of evaluating proposals in a competitive range determination. When federal agencies assess proposals, they typically prioritize a comprehensive evaluation that includes both technical aspects and pricing to ensure that they select the most advantageous proposals. Technical merit involves evaluating how well the proposals meet the requirements outlined in the solicitation, including the quality of the solution proposed, the experience and qualifications of the offeror, and any innovative approaches they may employ. This ensures that the selected offers are not just cost-effective but also capable of delivering on the project requirements. Price consideration is equally essential, as it helps determine the financial feasibility of the proposals and ensures that the government is obtaining the best value for its investment. By assessing both technical and price elements, decision-makers can make informed choices that balance cost and quality, aligning with the goals of maximizing taxpayer value. In contrast, focusing solely on cost, implementing a fixed profit margin, or conducting a single bid analysis would not provide a comprehensive view of the proposals. A single bid analysis may lead to inadequate evaluation, especially in cases where multiple offers exist; a fixed profit margin would not account for the varying costs and competitive strategies of offerors; and solely assessing cost disregards the technical

## 10. How do Collective Bargaining Agreements affect contracting?

- A. They set minimum quality standards for products**
- B. They influence wages, benefits, and working conditions**
- C. They determine the eligibility of firms for bidding**
- D. They limit the scope of work subcontractors can perform**

Collective Bargaining Agreements (CBAs) significantly impact the contracting process, particularly in how they influence wages, benefits, and working conditions for unionized employees within contracting firms. These agreements are established through negotiations between employers and labor unions, which represent the interests of workers. By setting terms that govern compensation and workplace conditions, CBAs ensure that contract labor adheres to specific standards that can affect the total cost and operational approach of a contract. When a contracting agency engages with a company that has a CBA in place, it must consider the terms outlined in that agreement, as they can drive up overall labor costs or dictate the quality of labor available for the project. This is crucial in government contracting and similar sectors where labor conditions are influenced by such agreements. Understanding these dynamics helps contracting officers to plan budgets, manage compliance, and negotiate contract terms effectively. While minimum quality standards, eligibility for bidding, and subcontractor scope of work can all be affected by various regulations and policies, the direct impact of CBAs is primarily through labor-related aspects, making the link to wages, benefits, and working conditions the most accurate choice in this context.

# Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at [hello@examzify.com](mailto:hello@examzify.com).**

**Or visit your dedicated course page for more study tools and resources:**

**<https://federalacquisitioncertincontracting.examzify.com>**

**We wish you the very best on your exam journey. You've got this!**

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