



Department of Energy

Washington, DC 20585

SEP 17 2004

MEMORANDUM FOR DISTRIBUTION

FROM:

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RICHARD H. HOPF, DIRECTOR
OFFICE OF PROCUREMENT
AND ASSISTANCE MANAGEMENT

SUBJECT

Discretionary Set-Aside Authority Proper

The purpose of this memorandum is to revise the discretionary set-aside authority addressed on Page 13 of Acquisition Letter 2004-03 from \$50,000 to \$100,000. The paragraph entitled, Discretionary Set-Asides, is revised to read:

“Contractors responsible for the management and operation of sites and facilities are authorized to set aside purchases at any dollar value for award to small businesses and to make purchases valued up to \$100,000 on a sole source basis to small businesses. If such programs are instituted, the contractor shall assure that awards are to be made at fair market prices.”

If you have any questions on this subject, please contact Stephen Zvolensky of my staff at (202) 287-1307.



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