

DATE:

December 23, 2008

TO:

**Procurement Directors** 

FROM:

Office of Procurement and Assistance Policy, MA-61

Office of Procurement and Assistance Management

SUBJECT:

Acquisition Letter 2009-03, "Acquisition Planning--Extending A Management

and Operating Contract Without Full and Open Competition; and Site and

Utilization Management Planning"

**SUMMARY**: The Department has issued Acquisition Letter 2009-03, "Acquisition Planning-Extending A Management and Operating Contract Without Full and Open Competition; and Site and Utilization Management Planning" (attached). The intent of the Acquisition Letter is to streamline the acquisition process for the Department's major contracts by better integrating two key sub-processes into the acquisition planning process.

This Flash may be viewed online within a day at the following website: http://management.energy.gov/policy\_guidance/policy\_flashes.htm.

Questions should be directed to Michael Righi at michael.righi@hq.doe.gov.

M2 Right for John Bashista, Director (Acting)

Office of Procurement and

Assistance Policy

Attachment