




JUN 21 2011

MEMORANDUM FOR ALL FAS CONTRACTING ACTIVITIES

FROM: JOSEPH A. NEURAUTER 
SENIOR PROCUREMENT EXECUTIVE (MV)

SUBJECT: Continuation of FSS Acquisition Letters

1. Purpose. This Memorandum rescinds two Federal Supply Schedule (FSS) Acquisition Letters, FX-03-1 and FC-00-1 as listed in Attachment 1 to the General Services Administration (GSA) Acquisition Letter V-06-07. Secondly, this supplement extends the expiration date in the GSA Letter V-06-07. Any solicitations issued or contracts awarded during the lapsed period when the acquisition letter was not in effect are required to be in compliance with the subject acquisition letter.

2. Background. Acquisition Letter V-06-07 was issued to ensure FSS Acquisition Letters and the FSS Clause Manual would continue to be used appropriately until these documents were incorporated into the General Services Administration Acquisition Manual (GSAM) as part of the GSAR/GSAM Rewrite initiative begun in 2006.

Acquisition Letter V-06-07 lists in Attachment 1 active FSS Acquisition Letters, including FX-03-1, Acquisition Quality Measurement and Improvement Program and its Supplements 1 through 3; and, FC-00-1, GSA Form 1649, Notification of Federal Supply Schedule Improvement Process and its Supplements Nos. 1 through 3.

The Federal Acquisition Service (FAS) has issued or is expected to issue updated guidance through the issuance of two Instructional Letters (IL) which will replace FX-03-1 and FC-00-1. Replacing FX-03-1 will be FAS IL entitled, Revision of the Acquisition Quality Measurement and Improvement Program. This IL will be issued to FAS acquisition activities to 1) implement updated and revised policies of the Acquisition Quality Measurement and Improvement Program, and 2) increase enforcement of four existing contract quality control mechanisms, thereby replacing FSS Acquisition Letter FX-03-1 in its entirety. FAS issued IL 2011-08, Submission of Change Request for a Federal Supply Schedule (FSS) – The 1649 Process, on April 12, 2011. This IL replaces FSS Acquisition Letter FC-00-1 in its entirety.

3. Effective Date. Upon Signature.

4. Termination Date: This Supplement 4 will expire one year from issuance unless cancelled or extended, or upon incorporation into the GSA Acquisition Manual, whichever occurs first.

5. Any questions or concerns regarding FX-03-01 shall be directed to Ed Malone, Procurement Analyst, MAS Program Office, Office of Acquisition Management, Federal Acquisition Service at (703) 605-2729, or email edward.malone@gsa.gov.

Any questions or concerns regarding FC-00-1 shall be directed to Rose Matthews, Procurement Analyst, MAS Program Office, Office of Acquisition Management, Federal Acquisition Service at (703) 605-2757, or email rose.matthews@gsa.gov.

Attachments