

TABLE OF APPROVAL/CLEARANCE AUTHORITIES AND THRESHOLDS

All Expeditionary Contracting Command (ECC) acquisition reviews (excluding source limiting Justification & Approvals and Limited Source Justifications) that require Principal Assistant Responsible for Contracting (PARC) or higher level approval must be conducted concurrently. This means that all levels of coordination and approvals above the Contracting Officer and below the ultimate approval authority must be accomplished simultaneously and collaboratively among all levels of review within ECC.

All stakeholders must work collaboratively and simultaneously at every stage of the procurement. Team members will meet as often as necessary at all stages of document preparation culminating in the submission of the final draft documents (e.g. Source Selection Plan, Acquisition Strategy and/or Plan, Solicitation, Pre-Objective Memorandum, Price Negotiation Memorandum, required determination and findings (D&F) and other collateral approvals) to the assigned ECC Contracting Operations Directorate (COD) or PARC procurement analyst depending on approval level.

Upon receipt of the final draft documents, the ECC COD or PARC procurement analyst will schedule a review board meeting (RBM) and concurrently provide the final draft documents to all cognizant ECC acquisition team members. The RBM should take place with all PARC and ECC HQ and RCC/RCO acquisition team members, within 5-10 business days.

All ECC acquisition team members involved in the review shall provide detailed and specific recommended written input to the ECC COD or PARC analyst within 4 business days of receipt of final draft documents so that the ECC COD or PARC analyst may have sufficient time to de-conflict and assimilate all comments in a consolidated matrix. The procurement analyst will provide a copy of the consolidated matrix of comments to legal counsel at least a day before the RBM convenes to expedite review of those proposed comments. The RBM will be scheduled on Thursday to the maximum extent possible to allow for more complete participation using the "blocked" calendar concept.

It is the responsibility of all ECC components to have a representative well-versed in the acquisition particulars (preferably the acquisition team member that has been involved from the outset) present, or virtually as applicable, at the RBM. The RBM will not be rescheduled because of lack of availability of any acquisition team member. The objective of the RBM is to produce a final version of the document.

At the conclusion of the RBM, the contracting officer will produce a final version incorporating any changes agreed upon during the RBM or within a maximum of three business days for significant changes. If the RBM produced any changes to the document, the contracting officer and the analyst must re-accomplish signatures in advance of final staffing of the document. If additional changes are made after the RBM, they must be coordinated with and reviewed by legal counsel before the action is passed to the approval authority.

For documents requiring HCA or higher level approval, it is the responsibility of the COD analyst to schedule a briefing to the HCA coinciding with the conclusion of the RBM allowing time to staff the final documents.

Section 1	Document	Threshold	Approval Authority	Estimated Lead Time (Calendar Days)	Ref in AI
	Acquisition Plan for Development as defined in FAR 35.001	≥\$10M	PARC	10	Para 7.104
	Acquisition Plan for Production and related Services	≥\$25 M (any fiscal year) ≥\$50 M (for all years)	PARC	10	
	Acquisition Plan for Job Order Contract	≥ \$15M (any fiscal year) ≥ \$30M (for all years)	PARC	10	
Section 2	Document	Threshold	Approval Authority	Estimated Lead Time (Calendar Days)	Ref in AI
	Acquisition Strategy (Services, non-IT) <i>Notes ref ≥ \$500M:</i> (1) HCA and Executive Director, ACC, shall concur on acquisition strategy submitted to DASA (P) (2) Director, OSBP, shall be briefed prior to scheduling the DASA(P) ASSP briefing. (3) [USD(AT&L) has discretion to be approval authority for >\$1B]	≥ SAT < \$25M	RCC/O Director (AFARS 5137.590-4)(g)	Locally Determined	Paragraph 37.590-7
		≥ \$10M (≥\$25M Other) to < \$250M	PARC (AFARS 5137.590-4)(f)	10	
		≥ \$250M < \$500M	Senior Services Manager DASA(P) (See Army SPE Memo 20 DEC 2011)	60	
		≥ \$500M	DASA(P) (See note to left) (AFARS 5137.590-4)(d)	90	
	Acquisition Strategy (IT Services) <i>Notes ref ≥ \$500M:</i> (1) Executive Director, ACC, shall concur on acquisition strategies submitted to DASA(P) (2) Director, OSBP, shall be briefed prior to scheduling the DASA(P) ASSP briefing. (3) ASD(NII) has discretion to be approval authority.	≥ SAT < \$25M	RCC/O Director (AFARS 5137.590-4)(g)	Locally Determined	
		≥ \$10M (≥\$25M Other) to < \$250M	PARC (AFARS 5137.590-4)(f)	10	
		≥ \$250M < \$500M	Senior Services Manager DASA(P) (See Army SPE Memo 20 DEC 2011)	60	
		≥ \$500M	DASA(P) (See note to left)	90	

Document (Cont.)					
Acquisition Strategy					
ECC SPECIAL INTEREST AREAS					
	Using Alpha Contracting	All Actions / Any Value	HCA	25	
	All Architectural & Engineering contracts	All Actions / Any Value	HCA	25	
	All Incentive Contracts (CPAF, award term)	All Actions / Any Value	HCA	25	
	All Acquisitions for Relocatables	All Actions / Any Value	HCA	25	
	All Competitive Sourcing (Com'l Activities)	≤ \$250M	PARC	15	
	All Full Food Service & DFA Requirements	≤ \$250M	PARC	15	
	All multiple award contract actions	≤ \$250M	PARC	15	
	Cost-Reimbursement Contracts	≤ \$250M	PARC	15	
Section 3	Document	Threshold	Approval Authority	Estimated Lead Time (Calendar Days)	Ref in AI
	Request for Task Order Proposal and Federal Supply Schedule Request For Quote for orders that require an SOW	< \$25M	RCC/O Director	Locally Determined	Para 16.505 / 8.404
		≥ \$25 < \$250M	PARC	20	
Section 4	Document	Threshold	Business Clearance Authority	Estimated Lead Time (Calendar Days)	Ref in AI
	Task Order Decision Document and Evaluation of Federal Supply Schedule Quotes	< \$25M	RCC/O Director	Locally Determined	Para 16.505 / 8.404
		≥ \$25 < \$250M	PARC	10	

Section 5	Document	Threshold	Review Board Chair	Estimated Lead Time (Calendar Days)	Ref in AI
	Solicitation (Approval) <i>(All solicitations equal to or above \$500K)</i> Note: Once a solicitation is subject to approval above the PARC threshold, all subsequent amendments require ECC HQ approval except for those extending the due date for receipt of quotations, bids or proposals.		≥ \$500K < \$25M	Approval Authority RCC/O Director	Locally Determined
		> \$25M < \$250M	PARC	5	
		≥ \$250M < \$500M ≥ \$500M < \$1B	HCA	15 30	
		≥ \$1B	DPAP	45	
Section 6	Documents	Threshold	Review Board Chair	Estimated Lead Time (Calendar Days)	Ref in AI
	1. Pre-Negotiation Objective Memorandum (Pre-award Peer Review, Phase 2-CRB)	≥ \$500K < \$25M	RCC/O Director	Locally Determined	Paragraph 1.170 a,j
		≥ \$25M < \$250M	PARC	15	
	2. Price Negotiation Memorandum (Pre-award Peer Review, Phase 3-CRB)	≥ \$250M < \$500M ≥ \$500M < \$1B	HCA	20 30	
		≥ \$1B	DPAP	45	
<i>Note: If no negotiations and < \$1B, a combined POM/PNM is authorized.</i>					
Section 7	Review	Threshold	Review Board Chair	Estimated Lead Time (Calendar Days)	Ref in AI
	Post-Award Review (Service contracts only)	≥ 500K < \$25M	RCC/O Director	Locally Determined	Paragraph 1.170 k.
		≥ \$25M < \$250M	PARC	15	
		≥ \$250M < \$500M	HCA	25	
		≥ \$500M < \$1B	DASA(P)	45	
		≥ \$1B	DPAP	45	