

February 29, 2012

ACQUISITION ALERT 12-02

NOAA Procurement Official Review/Approval of Contractual Actions

(This supersedes Acquisition Alert 10-04 dated May 28, 2010)

This Acquisition Alert is being transmitted to all NOAA Heads of Contracting Offices (HCOs) for dissemination within their respective Acquisition Divisions.

The purpose of this Acquisition Alert is to clarify the review and approval thresholds currently in effect for pre-solicitation actions, contract award actions and ratification of an Unauthorized Commitment by the NOAA Procurement Official. This Acquisition Alert serves to modify the most current version of Exhibit 1 to Part 4 of the NOAA Acquisition Handbook and identify the delegation of authority to approve ratifications of unauthorized commitments.

Effective immediately, the dollar threshold for NOAA Procurement Official review and approval of the following actions is raised from $\geq \$5,000,000$ to $\geq \$10,000,000$:

- Invitation for Bids (IFBs)
- Requests for Proposals (RFPs)
- Contract awards
- Non-competitive acquisitions

The HCO has the authority to waive internal reviews up to \$10M on a case by case basis. The dollar thresholds for NOAA Procurement Official review and approval of all other contractual actions reflected in Exhibit 1 remain unchanged.

Effective immediately, the Senior Bureau Procurement Official has delegated the authority to review and approve ratifications of unauthorized commitments in amounts less than \$50,000 to the HCO. The review and approval threshold at or above \$50,000 remains unchanged. This delegation of authority will remain in effect until rescinded.

These changes will be incorporated into a more formal AGO policy in the near future. Questions concerning this Acquisition Alert should be directed to LaVonne Baker at Lavonne.d.baker@noaa.gov or by telephone at [816-823-3820](tel:816-823-3820).
