

AMS CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 16-36A

Date Received: March 24, 2016

Title: Remove 2 forms from AMS FAST (moved to RECO Acquisitions Professions Portal)

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Guidance and Policy must be submitted with separate CR coversheets.

- Policy
- Procurement Guidance
- Real Estate Guidance
- Other Guidance

Summary of Change: Two forms (**6.5.1 Real Estate Contracting Officer Warrant Request Form** and **6.5.2 Real Estate Contracting Officer/Specialist Training Form**) are moved from the Acquisition Management System (AMS) FAST website to the RECO Acquisitions Professions Portal (FAA only). AMS Real Estate guidance is updated to include language that explains how to access these forms and to provide the link to the portal.

Reason for Change: It was determined that the RECO Acquisitions Professions Portal was a more appropriate and more convenient location for RECOs to be able to access these forms.

Development, Review, and Concurrence: ALO-200, WLSA, ELSA & CLSA

Target Audience: Real Estate Contracting Officers

Briefing Planned: No

ASAG Responsibilities: None

Section / Text Location:

Remove these forms from http://fast.faa.gov/RPF_Real_Estate_Templates.cfm

- 6.5.1 Real Estate Contracting Officer Warrant Request Form

- 6.5.2 Real Estate Contracting Officer/Specialist Training Form

The redline version must be a comparison with the current published FAST version.


- I confirm I used the latest published version to create this change / redline

or

FAST Version 4/2016

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 This is new content

Links: [redirect to] https://ksn2.faa.gov/faq/AcquisitionProfessions/Pages/RECO_Home.aspx
(FAA only)

Attachments: None

Other Files: None