



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
ACQUISITION AND GRANTS OFFICE

October 23, 2013

MEMORANDUM FOR: Deputy Assistant Administrators
Staff Office Directors

FROM: Mitchell J. Ross 
Director

SUBJECT: Acquisition Alert 14-01 Rescission of Management Clearance of
Sole Source Procurement Policy

The purpose of this memorandum is to issue an Acquisition Alert (AA) to rescind NOAA acquisition policy on the required review and clearance of sole source procurements.

In 2002, the Acquisition and Grants Office (AGO) Director issued policy requiring an additional review of sole source procurement actions within the NOAA Line and Staff Offices. The review and clearance required senior management review and concurrence of requirements being contracted on a sole source basis. The review and clearance applied to all procurement requests over \$25,000 on (1) new contracts, (2) modifications to increase the scope or quantity under existing contracts/orders, and (3) the exercise of options.

AGO is issuing AA 14-01 to rescind the acquisition policy memorandum dated September 4, 2002 on Management Clearance of Sole Source Procurements. Senior Executive Service (SES)/Flag Officer level approval and clearance is no longer required for noncompetitive procurements. Review and approval for noncompetitive procurements shall follow the acquisition policy within the Federal Acquisition Regulation (FAR) Part 6.303 and the Commerce Acquisition Manual (CAM) 1306.70. The requisitioner certifying bona fide need shall certify the noncompetitive procurement on the Form CD-492 Justification for Other Than Full and Open Competition. The Line and Staff Offices may establish additional written policies for the review and certification of noncompetitive procurements as deemed necessary.

Questions pertaining to the AA should be directed to Dale Henderson, AGO Policy and Oversight Division (POD), at dale.henderson@noaa.gov or by telephone at (816) 823-3836.

Attachment

Acquisition Alert 14-01 Rescission of Management Clearance of Sole Source Procurement Policy

October 23, 2013

ACQUISITION ALERT 14-01

Rescission of Management Clearance of Sole Source Procurements Policy

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

- 1. Purpose:** The purpose of AA 14-01 is to rescind the acquisition policy on Management Clearance of Sole Source Procurements.
- 2. Background:** On September 4, 2002, the NOAA Acquisition and Grants Office (AGO) Director issued an acquisition policy memorandum to the Line and Staff Office Directors and Management and Budget Office Directors requiring an additional review of sole source procurement actions. The policy was applicable to sole source procurement requests exceeding \$25,000 for new contracts, modifications increasing the scope or quantity under existing contracts/orders, and the exercise of options.
- 3. Applicability:** This AA is applicable to all NOAA Line and Staff Offices.
- 4. Policy:** AA 14-01 hereby rescinds the acquisition policy memorandum dated September 4, 2002 on Management Clearance of Sole Source Procurements. Senior Executive Service (SES)/Flag Officer level approval and clearance is no longer required for noncompetitive procurements. Review and approval for a Justification for Other Than Full and Open Competition shall follow the acquisition policy set forth within the Federal Acquisition Regulation (FAR) Part 6.303 and the Commerce Acquisition Manual (CAM) 1306.70. The requisitioner certifying bona fide need shall certify the noncompetitive procurement on the Form CD-492 Justification for Other Than Full and Open Competition. The Line and Staff Offices may establish additional written policies for the review and certification of noncompetitive procurements as deemed necessary.
- 5. Point of Contact:** Questions concerning this Acquisition Alert should be directed to Dale Henderson, AGO Policy and Oversight Division (POD) at Dale.Henderson@noaa.gov, or by telephone at (816) 823-3836.