

Scope

This process defines the steps necessary to determine the method of contracting for a resource/product. This is an ongoing process throughout the life of the project.

Policy

[EFARS 7-1](http://www.hq.usace.army.mil/cepr/efars/part07.pdf)

[ER 5-1-11](http://www.usace.army.mil/inet/usace-docs/eng-regs/er5-1-11/entire.pdf)

[ER 37-1-26](http://www.usace.army.mil/inet/usace-docs/eng-regs/er37-1-26/entire.pdf)

Responsibility

The Project Delivery Team (PDT) is responsible for evaluating procurement options during project planning and execution.

The Resource Provider(s) is responsible for providing options to his PDT member after performing a Workload Analysis & Resource Leveling evaluation.

The Deputy for Small Business is responsible for providing options to achieve the various goals for different contractor and contract types.

Distribution

Contracting PDT Member*

Deputy for Small Business *

Project Delivery Team (PDT)*

Resource Provider(s)*

Ownership

The BP/P2 Program Office is responsible for ensuring that this document is necessary, that it reflects actual practice, and that it supports corporate policy.

System References

*[Acronyms and Glossary](#)**[REF1001]*

*[Activity Development](#)**[PROC1010]*

Advanced Acquisition Strategy[PROC1006]

PMP Development[PROC1012]

Project Workload Analysis & Resource Leveling[PROC1014]

Resource Estimate Development[PROC1003]

Activity Preface

This process is performed whenever a resource estimate (see Resource Estimate Development[PROC1003]) is developed or modified which includes one or more project activities with a method of accomplishment of “contract.” The level of detail of the strategy will be equal to the value and complexity of the proposed acquisition. The strategy will be prepared as soon as possible in the planning of the project and will capture the acquisition decisions made throughout the life of the project. Evaluation of contract strategy will include the PDT, as well as the Resource Providers and the Deputy for Small Business, and may result in a requirement for a formal acquisition plan.

Since this process is part of the PMP Development[PROC1012], the first time through, this process assumes an unapproved PMP. An approved PMP will include the approved acquisition strategy for the project, which will be used in the AAPB Advanced Acquisition Strategy[PROC1006].

As this process was called from Resource Estimate Development[PROC1003], you will return to that process upon completion of this one.

Project Delivery Team (PDT)

1. Develop procurement options (A-E, construction, SBA, etc) for identified activities.
2. Review Advanced Acquisition Planning Board recommendations.

Recommendations are made during the meetings of the AAPB. Recommendations may be project-specific, contracting strategies, or goals described in board minutes. Refer to Advanced Acquisition Strategy[PROC1006].

Resource Provider(s), Deputy for Small Business

3. Provide PDT member with identified acquisition options for activities evaluated for acquisition strategy.

This may include A-E firms, construction contractors, and considerations of specific small businesses.

Project Delivery Team (PDT)

- Evaluate all options (initial and ones provided by Resource Providers, Deputy for Small Business).

If agree to recommended alternative, goto task #5. Otherwise, goto task #1. After several iterations of this with no resolution, the issue should be referred to the PRB for resolution. Customer considerations are of the utmost importance. [Response: Proposed change not accepted, should be IAW local SOP.](#)

- Specify in P3e contract type on each needed activity.

This is part of what completes the constrained PMP and Project Execution and Control for the Advanced Acquisition Strategy.

The contract type is one of the numerous activity codes described in *Activity Development[PROC1010]*.

Assure “contract type” in P3e conforms to FAR part 16 definitions. [Response: Reworded -- see master document \(activity preface\).](#)

Contracting PDT Member

- Determine if a formal written acquisition plan requiring higher level approval is required.

Contract thresholds dictate when formal acquisition plans are required (see *EFARS 7-1* [<http://www.hq.usace.army.mil/cepr/efars/part07.pdf>].)

If a formal plan required, goto task #7. Otherwise, end of activity.

- Develop necessary acquisition plan with assistance from PDT.
- Forward formal acquisition plan for approval per EFARS 7-1 requirements.

End of activity.

Be sure to put process call outs at the start and end of every Process flowchart. Each flowchart should be able to stand on its own and assist users in moving through the processes. Every flowchart should have a title block identifying the process title and number. [Response: Rejected -- Oracle Tutor does not support this functionality.](#)

