

Advanced Acquisition Strategy

Scope

This process covers all contract Construction, Architect Engineer and Service & Supply contracts (including civil works, military, work for others, and O&M) when it is anticipated to exceed the simplified acquisition threshold (\$100,000). , **Response:** Reworded. See master document.

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>]

Responsibility

The **Contracting Division and** , **Response:** Change rejected since there is an implied ability to delegate Chief of Contracting Division **are** responsible for:

- Establishing an Advanced Acquisition Planning Board (AAPB).
- Publishing results of the AAPB meetings.

, **Response:** Concur The Advanced Acquisition Planning Board (AAPB **Response:** AAP is required.) is responsible for:

- Identifying projects that require a formal acquisition plan due to regulatory requirements, complexity, or unique nature of the project.
- Notifying the Project Manager (PM) of any changes to the acquisition plan, to ensure that other project commitments will not be compromised.
- Reviewing goals for  ng targets set at MSCs, such as Small Business.

The Project Manager (PM) is responsible for:

- Overall project coordination.
- Ensuring accurate project information is maintained in P2.
- Customer coordination.
- **Point Of Contact (POC)** interaction with the AAPB.

The Commander is responsible for resolution of customer concerns.

Distribution

Advanced Acquisition Planning Board (AAPB)*

Chief of Contracting Division*

Commander*

Contracting Division*

Project Manager (PM)*

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

PMP Development[PROC1012]

PMP/PgMP Content[REF1018].

Project Delivery Acquisition Strategy[PROC1020]

Project Execution and Control[PROC1017]

Regional Advanced Acquisition Strategy[PROC1025]

Activity Preface

This process is performed at least semi-annually, on or about 1 October and 1 April. This does not preclude Districts from holding meetings as often as needed, such as a request from a PDT member or a change in overall Command Acquisition Strategy (major new projects identified).

Acquisition planning is the strategy by which the procurement decisions are coordinated and integrated to manage the execution of projects using data from P2 entered during the *Project Delivery Acquisition Strategy[PROC1020]*. This review will provide a flexible and effective look at contract needs, such as types, methods, capacity, customer preferences, and the ability of small business firms to compete for contracts. This review will identify the optimal procurement method. This review informs the Project Delivery Team (PDT) and involved organizations, including the customer, of challenges prior to contract solicitations. The Advanced Acquisition Planning Board (AAPB) should look at overall results – trends, needs, etc. This process covers the Current Fiscal Year (CFY), Budget Year (BY), and Budget Year+1 (BY+1). This process is to provide data to the *Regional Advanced Acquisition Strategy[PROC1025]*, initiated for use by the Regional Business Centers via the RMB.

At the end of this process, if you have an approved PMP, you will go to *Project Execution and Control[PROC1017]*; if not, you will return to *PMP Development[PROC1012]*.

Contracting Division

1. **Response:** Concur
2. Convene meetings of the AAPB. **Response:** Concur

At a minimum, semiannual meetings are to be held on or about 1 October and 1 April of each year. **Response:** Reworded. See master document.

3. Chair each meeting. **Response:** Concur

Contracting Division, Project Manager (PM)

4. Verify Advanced Acquisition Plan (AAP).

The Advanced Acquisition Plan (AAP) will periodically be revised as program or project changes become known (e.g., project design is deferred to an outyear or cancelled, current working estimate (CWE) becomes critical vs. programmed amount (PA), project is not authorized or funded for construction, etc.)

The Advanced Acquisition Planning Worksheets (**These are under development**) must be completed prior to biannual meetings of the AAPB **Projects subject to AAPB action which are not listed on the approved list will not be solicited or awarded until they have been approved either through the "out of cycle" approval process or addressed in a full AAPB meeting.** **Response:** This is already covered in activity preface and need not be restated.

Advanced Acquisition Planning Board (AAPB)

5. Utilize AAP reports from P2 to evaluate projects' conformity with S  8(a), Hub Zone Set-Aside, or other set-aside small business program.

If change in recommended project acquisition strategy, goto task #7. Otherwise, goto task #6.

6. Prepare & forward project report for CFY, BY, & BY+1 to appropriate Commander and RMB.

Refer to *Regional Advanced Acquisition Strategy[PROC1025]*.

Goto task #14. Response: Reword see step 6 of master document.

Project Manager (PM)

7. Inform **PDT**/customer of recommended acquisition actions. **Response: Concur; see note under step 7 & reword of statement in master document.**
8. Solicit comments from **PDT**/customer. **Response: Concur; see note under step 7 & reword of statement in master document.**

The customer should be involved from the beginning as a member of the PDT.

9. Resolve any customer concerns, and report to AAPB.

If concerns exist, goto task #10. Otherwise, goto task #14.

Advanced Acquisition Planning Board (AAPB)

10. Review customer concerns.

If concur with customer concerns, goto task #13. Otherwise, goto task #11.

11. Advise Commander of unresolved Customer concerns.

Commander

12. Resolve customer **concerns and notify Chief, Contracting Division.** **Response: Reworded.** See master document.

Agree with customer concerns, disagree with customer concerns, or refer back to PM for further detail/information.

Chief of Contracting Division

13. Document and approve changes to project acquisition strategies.

Response: Reworded. See master document.

14. Notify **PM** of acquisition decision. **Response: Reworded.** See master document.

Project Manager (PM)

- 14. Notify remaining PDT members including the customer of acquisition decision.** **Response: Reworded.** See master document.

If you have an Response: Concur approved PMP which is unchanged by this decision Response: Logic reviewed and determined to be correct, goto task #15. **Otherwise goto task #16. Response: Logic reviewed and determined to be correct.**

Once a PMP is approved, the project has moved from the Project Planning Phase to the Project Execution & Control Phase.

15. Refer to Project Execution and Control.

End of activity.

Goto *Project Execution and Control*[PROC1017].

16. Refer to PMP Development.

end of activity.

Goto *PMP Development*[PROC1012].

End of activity.

