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Part 5
Hall
6 Apr 99

DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

10 MAR 1999

OFFICE OF THE ASSISTANT SECRETARY

CONTRACTING POLICY MEMO 99-C-01

MEMORANDUM FOR ALMAJCOM-FOA-DRU (CONTRACTING)

FROM: SAF/AQC
1060 Air Force Pentagon
Washington DC 20330-1060

SUBJECT: Air Force Policy Guidance on Environmental Restoration Contract Notifications

The FY99 DoD Authorization Bill (P.L. 105-262) provided new language concerning Congressional reporting requirements for environmental contract awards. Previous Appropriation language required Contracting Officers to report Defense Environmental Restoration Account (DERA)-funded environmental restoration contracts expected to exceed $1 million. This letter incorporates the new FY99 Appropriation threshold of $5 million. This memo replaces Contracting Policy Memo 97-C-09. Until this memo is rescinded, contracting activities should implement the following procedures for DERA-funded projects expected to exceed $5 million:

a. Place announcement in the Commerce Business Daily (CBD) in accordance with FAR Part 5. This applies to draft solicitations, solicitations, and related announcements. Provide copies of the CBD announcement to SAF/LLP (DSN 227-2814, Fax 227-3520; or Commercial (703)697-7950, Fax (703)697-3520) and to your local public affairs office. Provide SAF/LLP with the CBD information to include a brief description of action, planned date of (draft) RFP release, anticipated contract type, and estimated dollar value (if appropriate) at least two business days before (draft) RFP release. SAF/LLP will notify the Defense Committees.

b. For contract awards, to include award of task orders which exceed $5 million under indefinite delivery, indefinite quantity (ID/IQ) type contracts, follow guidance in Air Force Federal Acquisition Regulation Supplement (AFFARS) Subpart 5305.3. Since you are providing copies of the 1279 report to SAF/LLP, do not submit a copy of the CBD synopsis of contract award. However, in block 16 of the 1279 report, be sure to add the state and Congressional district where the work will be performed. Finally, for task orders awarded under existing ID/IQ contracts, wait at least two days vice three days cited in AFFARS 5305.303-91(b) before making award. At least two days is needed by SAF/LLP to ensure notification is provided.

SAF/LLP and SAF/FML will provide notifications to:

a. Congressional members in whose state or district the work is to be performed

b. The Chairman and Ranking Minority members of the Senate Armed Services Committee

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c. The Chairman and Ranking Minority members of the House Armed Service Committee

d. The Chairman and Ranking Minority members of the House and Senate Appropriations Subcommittees on Defense

As a result of these notifications, you may experience requests for additional information from members of Congress. FAR 5.403 addresses those requests.

Your appropriate public affairs office should distribute a news release announcing the projects. Please ask them to include the following on distribution of the release:

a. The director(s) of the state agency(ies) responsible for protection or restoration of environmental resources, and

b. Any other state or local authority(ies) who have expressed interest in being notified of such contract actions.

This policy letter supersedes Contracting Policy Memo 97-C-09 and is effective until rescinded or incorporated into the AFFARS. My point of contact is Maj Tim Applegate, SAF/AQCO, DSN 425-7024 or Commercial (703)588-7024 or email: timothy.applegate@pentagon.af.mil.

TIMOTHY A. BEYLAND
Associate Deputy Assistant
Secretary (Contracting)
Assistant Secretary (Acquisition)

cc:
SAF/LLP
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