



**POLICY FLASH 2010-67**

DATE: July 9, 2010

TO: Procurement Directors

FROM: Office of Procurement and Assistance Policy, MA-61  
Office of Procurement and Assistance Management

SUBJECT: Acquisition Planning: Revised Acquisition Letter 2009-03 and Revised DOE Acquisition Guide Chapter 7.1

SUMMARY: Acquisition Letter (AL) 2009-03 and Acquisition Guide Chapter 7.1 have been revised to move the guidance regarding who approves an Acquisition Plan for a contract exceeding \$100 million from the AL to the Acquisition Guide. To reflect the changes, AL-2009-03 Revision 1 has replaced AL-2009-03 and the affected parts of Acquisition Guide Chapter 7.1 have been modified. Additional minor revisions to the Guide chapter were made: references to obsolete AL 96-09 and obsolete AL 2006-11 were deleted; the requirement to begin acquisition planning for an M&O contract at least 18 months prior to contract expiration was changed to 24 months; minor editorial changes were made to the Property Management section; and attachment 2's milestone schedule was conformed to the SEB Monthly Status Report format (that status report was established in March 2010; see [http://management.energy.gov/documents/SEB\\_Monthly\\_Status\\_Reporting\\_Requirement.pdf](http://management.energy.gov/documents/SEB_Monthly_Status_Reporting_Requirement.pdf)).

This Flash and its attachments will be available online within a day, at the following website: [http://www.management.energy.gov/policy\\_guidance/policy\\_flashes.htm](http://www.management.energy.gov/policy_guidance/policy_flashes.htm).

Questions regarding who approves an Acquisition Plan for a contract exceeding \$100 million should be directed to Michael Righi at (202) 287-1337 or [Michael.Righi@hq.doe.gov](mailto:Michael.Righi@hq.doe.gov). Other questions should be directed to Jeff Burgan at (865) 241-2513 or [jeffrey.burgan@hq.doe.gov](mailto:jeffrey.burgan@hq.doe.gov).



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Attachments