



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH, DEVELOPMENT AND ACQUISITION
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

February 14, 2008

MEMORANDUM FOR HEADS OF THE CONTRACTING ACTIVITIES

Subj: INTERAGENCY ACQUISITION

Ref: (a) Joint ASN(FM&C)/ASN(RDA) memorandum, PROPER USE OF NON-DOD CONTRACTS dated December 20, 2004

Encl: (1) OUSD(AT&L)DPAP memorandum of January 18, 2008

Enclosure (1) reiterates DoD policy on use of non-DoD contracts and use of assisting agencies to meet DoD requirements when it is in the Department's interests and necessary to meet Department needs. In accordance with reference (a), the decision authority for a direct acquisition (*i.e.*, orders placed against contracts from other agencies) is the business clearance approving official decision. Use of an assisted acquisition (*i.e.*, contract or order placed by an official of the United States outside DoD) is ultimately a business decision of program managers/requirements officials. Enclosure (1) and reference (a) require coordinated reviews of interagency acquisition request packages to provide program managers/requirements officials a sound basis for this decision. Contracting offices should consider known, available acquisition alternatives when reviewing assisted acquisition request packages. Decisions for direct acquisition or assisted acquisition must be documented in accordance with reference (a).

Enclosure (1) also reminds program managers/requirements officials that they must ensure that fees paid to assisting agencies are commensurate with, and reasonable for, the tasks and efforts provided by the assisting agency.


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