



DEPARTMENT OF THE AIR FORCE  
WASHINGTON, DC

24 NOV 1998

OFFICE OF THE ASSISTANT SECRETARY

CONTRACTING POLICY MEMO 98-C-19

MEMORANDUM FOR HQ AFMC/PK

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

SUBJECT: Class Deviation to AFFARS 5301.603-2-90

I hereby approve a class deviation to AFFARS 5301.603-2-90 for WR-ALC to test the concept proposed in your memo of 4 Aug 98, Subj: Transmittal of AFFARS Case to Amend AFFARS 5301.603-2-90. This deviation is to allow the test of the procedure at WR-ALC and to support the task of SAF/AQ's Centralized Sustainment Contracts Reinvention Team led by HQ AFMC/PKL. This team is tasked with studying, testing and deploying policy guidance on consolidating requirements, contract strategy and ordering, to include requirements personnel placing orders.

We considered granting a more extensive class deviation but decided to have the team gather some real world experiences and lessons learned prior to a more robust change. Here are some additional inputs which may help you frame your actions:

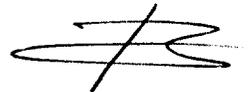
- a. SAF/AQ is an advocate of Item Managers (IMs) having the ability to directly order.
- b. Will you grant IMs limited Contracting Officer (CO) authority or explore other alternatives?
  - If limited CO authority, AFMC would need to establish a dollar limit, a method of award and limits on what items could be ordered.
- c. Will you limit IMs to specific AF contracts or will you allow their use of many different contract vehicles?
- d. When we discussed this concept with a representative of AF/ILXI, we were cautioned about issues related to manpower and position descriptions.
  - (1) Do IMs get more slots because they gain a task?
  - (2) Does PK lose slots because they give up a task?
  - (3) Will position descriptions be changed?

e. In developing the local training, ensure that the IMs understand what actions they are required to take, understand the degree of their personal accountability, and are provided adequate background information to be able to make judgments that are appropriate to the level and value of their delegations.

f. Procedures must be established to ensure that required actions are accomplished by accountable officials, such as verification of funds availability, contract reporting, contract transaction files, etc.

g. A recent GAO report (GAO/AIMD-98-274 AF Vendor Paying System) indicated that improvements were needed in AF vendor payment systems and controls. There was concern with one person or office possessing broad authority to order goods, receive goods and approve payments for items received without proper separation of controls and supervision. More information is available at <http://www.gao.gov/reports/htm>. Consider this when you develop the implementing procedures.

This class deviation is effective for one year or for three months after the Centralized Sustainment Contracts Reinvention Team's final report whichever occurs first. Lt Col Greg Waeber, SAF/AQCP, is working with the team as their Pentagon POC and can be reached at DSN 425-7058, e-mail: [waeber@af.pentagon.mil](mailto:waeber@af.pentagon.mil).



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