

PROTECH TASK ORDER STREAMLINED ACQUISITION PLAN PROCEDURES

In accordance with an approval received from the Department of Commerce (DOC) the acquisition plan format prescribed in CAM 1307.1 is not required for task orders issued under the ProTech suite of indefinite delivery, indefinite quantity (IDIQ) contracts for the Satellite, Fisheries, Oceans, and Weather domains with a total value (including options) greater than the simplified acquisition threshold but less than \$75 Million.

The ProTech Task Order Streamlined Acquisition Plan shall be used in lieu of the milestone and formal acquisition plan format for these task orders. A template for the ProTech Task Order Streamlined Acquisition Plan is included in this procedure.

All current policy and procedures are still applicable to the ProTech Task Order Streamlined Acquisition Plan. Use of the ProTech Task Order Streamlined Acquisition Plan does not change the approval requirements for an acquisition with a total value (including options) greater than or equal to \$10 million.

The ProTech Task Order Streamlined Acquisition Plan submission for SBPO approval should, at a minimum, include the documents required by Commerce Acquisition Manual (CAM) 1307.1 Section 6.2.2 and Acquisition Instruction 20-01.

Any questions about this procedure should be directed to Jay Standring, Chief, ProTech Branch, Corporate Services Acquisition Division, Acquisition and Grants Office at Jay.Standring@noaa.gov or (301) 628-1368.

National Oceanic and Atmospheric Administration (NOAA)



PROTECH TASK ORDER STREAMLINED ACQUISITION PLAN

(Required for all actions with a total value greater than the Simplified Acquisition Threshold but less than \$75 Million)

{CLIENT NAME}

{PROGRAM NAME}

{DATE}

This document contains proprietary or source selection information related to the conduct of a federal agency procurement. The disclosure and receipt of this information is restricted by Section 27 of the Office of Federal Procurement Policy Act (41 U.S.C. 423). The unauthorized disclosure of this information may subject both the discloser and the recipient to the contractual, civil, and/or criminal penalties as provided by law.

{Title of Acquisition}

PROTECH TASK ORDER STREAMLINED ACQUISITION PLAN

Servicing Acquisition Division: _____ Organization Code: _____

Line or Staff Office: _____ Line/Staff Office POC: _____

Project title and description (Including explicit details of the item(s) to be acquired and identifying current contract/task/delivery order number, when applicable):

Proposed COR: _____ Total Est. Value (including Options): _____

FAC-COR Level: _____ Certificate Exp. Date: _____ Current FY Obligation Amount: \$ _____

FAAPS Number: _____	NAICS Code: <input type="checkbox"/> 541712	Obligation Amounts for Each Forecast FY: \$ _____
	<input type="checkbox"/> 541990	\$ _____
	<input type="checkbox"/> 541330	\$ _____
	<input type="checkbox"/> 541620	\$ _____
	<input type="checkbox"/> 541611	\$ _____

IRD Number: _____ ITIA Number: _____

Base Period of Performance: _____ Final Period of Performance with Options: _____

Contract Type: (FFP, T&M, LH, etc.) _____ Competitive: ☐ Yes
☐ No

Contracting Method: Task order off of the following. Performance-Based Service Acquisition: ☐ Yes
 ProTech-_____Domain ☐ No

Type of Set-Aside: _____ Basis for Ex. to Fair Opportunity FAR 16.505(b)(2) : _____

Expected SB Size Standard of Vendors: <input type="checkbox"/> (SB, SDVOSB, WOSB, etc.)	<input type="checkbox"/> Satellite-1,000 Employees	Exception to Fair Opp. Synopsis Requirements (FAR 16.505(b)(2)):
<input type="checkbox"/>	<input type="checkbox"/> Fisheries-\$15M	
<input type="checkbox"/>	<input type="checkbox"/> Weather-\$15M	
<input type="checkbox"/>	<input type="checkbox"/> Ocean-\$15M	
		<input type="checkbox"/> Yes
		<input type="checkbox"/> No

Exc. to Fair Opp. Approving Official and Date Approved: _____ Commercial Item/Service: ☐ Yes
☐ No

{Title of Acquisition}

Other elements to enhance the acq. strategy (i.e., environmental considerations, use of high-risk authorities, risks, Section 508, for orders exceeding \$5.5 million the significant factors and subfactors, including cost or price that the agency expects to consider in evaluating proposals, and their relative importance, etc.):

{Title of Acquisition}

Establish milestone schedule to include the following steps and any others as appropriate.	Planned (mm/dd/yy)	Actual (mm/dd/yy)	Not Applicable
1. Market Research Completed			
2. Statement of Work/Objectives Defined			
3. Small Business Review Completed			
4. Complete Requisition Package Received			
5. Brief Review Boards (e.g., Bureau-level ARB)			
6. Information Technology Investment Authority Issued			
7. Milestone Acquisition Plan Approved			
8. Solicitation Reviews Completed			
9. Issuance of Solicitation			
10. Pre-proposal Conference/ Site Visit			
11. Receipt of Offers			
12. Proposal Evaluation Completed			
13. Exchanges with Offerors Complete			
14. Subcontracting Plan Approved (if applicable)			
15. Task Order Reviews Complete			
16. Task Order Award			

{Title of Acquisition}

Streamlined Acquisition Plan Signature Page {signatures not required may be deleted}:

Program Official
Line or Staff Office

Date

Budget Official
Line or Staff Office

Date

(Assistant) Chief Information Officer
Line or Staff Office

Date

Contracting Officer
Branch, Acquisition Division

Date

Office of General Counsel

Date

Chief Information Officer
Department of Commerce

Date

Senior Bureau Procurement Official
Acquisition and Grants Office, NOAA

Date