



United States Army Medical Research Acquisition Activity USAMRAA



Procurement and Assistance Stand Down Training Days

March 25-26, 2009

USAMRMC Regulation 715-4, "Acquisition of Services, Supplies, and Equipment Outside the US Army Medical Research and Materiel Command" – Update & Process



Breakout Session: 6A

AJ Petrore



Army Contracting: One Community Serving Our Soldiers, Serving Our Nation



FAR Part 17.5 Interagency Acquisitions Under the Economy Act



- ▶ **The Economy Act was passed by the U.S. Congress on March 15, 1933**
- ▶ **It permits Federal Agencies to purchase goods or services from other Federal Agencies or other major organizational unit within the same Agency.**

An Economy Act Purchase is allowed only if:

1. Monies for the purchase are available.
2. Purchase is in the Government's Best Interest.
3. The ordered goods or services cannot be provided by contract from a commercial enterprise as conveniently or cheaply as could be by the Government, and
4. The agency that fills the order is able to provide or obtain by contract the ordered goods or service.

USAMRMC Regulation 715-4

P U R P O S E S

- 1. To establish policy, responsibilities, procedures and determination of requirements for the acquisition of services, supplies, and equipment outside the Command.**
- 2. To promote timely advanced planning of the acquisition workload, to assure effective and efficient use of resources to promote smart Business decisions.**

SCOPE

Regulation 715-4 applies to all military, civilian, and contract personnel assigned, attached, employed, or under contract with HQ – USAMRMC and all its subordinate units.





PROCEDURES

When requesting services outside USAMRMC, which require contracting, assistance agreements, and other transaction support, the USAMRAA will be utilized as the primary contracting office for ALL USAMRMC requirements.

UNLESS,

Circumstances requiring an approval are granted as set forth in Regulation 715-4

That is:

- 1) Monies for the purchase are available.
- 2) Purchase is in the Government's Best Interest.
- 3) The ordered goods or services cannot be provided by contract from a commercial enterprise as conveniently or cheaply as could be by the Government, and
- 4) The agency that fills the order is able to provide or obtain by contract the ordered goods or service.

PROCEDURES (con't)

Funding:

Requesting office shall advise the performing activity if funding has been approved.

If approved, the requesting office must prepare and staff to all affected USAMRMC activities a proposed agreement to include modifications.

Emphasis is placed on staffing all intramural and extramural research requirements through USAMRMC Office of Research Protection.

MORE:

AGREEMENTS



Each Agreement must include a Determinations and Findings (D&F) for approval.

A funding document is also needed.

DA FORM 3953, Purchase Request or Commitment

Either:

OR

DD FORM 448, MIPR

BILLING INSTRUCTIONS

- ▶ Each agreement must contain billing instructions.
- ▶ DoD Agency agreements must contain the following: “Upon execution of the formal agreement, USAMRAA will transfer funds to the recipient on a MIPR.”



BILLING INSTRUCTIONS

Non-DoD Agency agreements must contain the following language: **“The Recipient agrees to submit SF 1080’s, Voucher for Transfers Between Appropriations and/or Funds, to director, USAMRAA, (MCMR-AAZ-A), 820 Chandler Street, Fort Detrick, MD 21702-5014, on at least a quarterly basis, and no more frequently than a monthly basis. The USAMRAA will process these requests within 30 days of receipt.”**

DETERMINATIONS AND FINDING

D&F format and suggested content are provided in Appendix A of Reg 715-4.

In short:

- The D&F shall be prepared by the requesting office.
- Agreements from Non-DoD federal organization shall be submitted through USAMRMC PARC and approved by the Commanding General.
- Agreements from DoD agencies shall be routed to and approved by USAMRMC PARC.
- **There are no exceptions to this policy.**



QUESTIONS????



The End.....

