MEMORANDUM FOR COMMANDER, UNITED STATES SPECIAL OPERATIONS
COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES TRANSPORTATION
COMMAND (ATTN: ACQUISITION EXECUTIVE)
DEPUTY ASSISTANT SECRETARY OF THE ARMY
(PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(AQUISITION AND PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING)
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Interagency Acquisitions

The decision to utilize the assisted services of any non-DoD Agency is ultimately a
business decision. As part of that business decision and in accordance with Defense Federal
Acquisition Regulation Supplement 217.7802, DoD policy, and good business practice, the
Department must take into consideration the total fees it pays other agencies for their support.

In an audit of DoD direct and indirect transactions that were executed through the
Department of the Interior (DoI), the DoD Inspectors General (DoDIG) expressed concern that
Department leadership was unaware that, on occasion, DoI executes contract actions on our
behalf utilizing other agencies’ contract vehicles for which a fee is required. The issue raised by
the DoDIG is that this approach runs the risk of paying excessive fees to meet mission needs.
For example, when a DoD activity sends funds to an Acquisition Services Directorate or other
commensurate organization for execution, it may be decided that the requirement can best be met
by placing an order under another agency’s vehicle that may charge a direct or indirect fee for
use of the vehicle.

The National Aeronautical and Space Administration’s (NASA) Solutions for Enterprise-
Wide Procurement (SEWP), a multi-award Government-Wide Acquisition Contract vehicle, is
an example of a contract vehicle that might be used by an assisting agency if the planned
acquisition is focused on Information Technology solutions. In this circumstance, the
Department pays a fee to DoI, or another agency, for their assisted acquisition support, and a fee
to NASA for the use of the SEWP to meet the requirement.

We share the DoDIG’s concern with regard to ensuring that the fees we are paying for
assisted acquisition are reasonable and appropriate. We understand that in some instances,
requirements sent to DOI, General Services Administration or other agencies providing assisted
acquisition support may be broad enough or sufficiently complex that a portion of the
requirement can best be met by using a vehicle other than that of the assisting agency. Although these circumstances may be minimal in the overall total of annual procurement actions, contracting officers and requiring activities should be mindful of the total fees paid to assisting agencies for their services and the use of non-DoD contract vehicles to meet DoD requirements.

Effective immediately, ensure full awareness of the total costs of all fees associated with use of a non-DoD contracting vehicle by requiring the assisting agency to notify you if its acquisition approach envisions the use of another agency’s contract vehicle. The decision to continue with the proposed acquisition given the total fees involved must be part of the documentation supporting the business decision to use the assistance of another agency.

Please contact Mr. Michael Canales, 703-695-8571 or Michael.J.Canales4.civ@mail.mil, if additional information is required.

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