



DOLLARS & SENSE A PROCUREMENT PERSPECTIVE

**FORT BRAGG, NORTH CAROLINA
Oct/Dec 02 BULLETIN NO. 02-02**

WHAT'S IN A NAME?

Until 1996, the Contracting Office was known as the Directorate of Contracting. However, in 1996, GEN Keane, the CG at the time, reorganized the Garrison into "Business Centers". With this reorganization, the Contracting Office became one division of the Installation Business Office. The Installation Business Office included two other divisions, Resource Management and Civilian Personnel.

On 1 Oct 02, the Army Contracting Agency (ACA) was activated in conjunction with the activation of the Installation Management Agency (IMA). When this occurred, the Installation Business Office – Contracting once again became the Directorate of Contracting.

So, what does this mean to you? Will the level of service you currently receive change? To answer this question, you need to better understand the concept of the ACA.

In January, Secretary of the Army Thomas White authorized the Army Contracting Agency to help streamline and improve efficiencies in the contracting world.

The ACA is comprised of a Northern Contracting Region and a Southern Contracting Region. The Northern Contracting Region is headquartered at Ft Monroe while the Southern Contracting Region is located at Ft McPherson.

Ultimately, the intent is for all *pre-award* workload over \$500K to migrate to the regional contracting offices. A contracting presence will remain at each installation to award actions under \$500K and administer local contracts.

At Fort Bragg, the Directorate of Contracting Office (DOC) will serve as the "single face" for contracting at the installation, provide acquisition planning for locally awarded contract actions, provide assistance in contract requirement preparation, and administer contracts on Fort Bragg. The Director of Contracting will serve as principal business advisor to the installation commander.

Over the next 3-5 years the Fort Bragg DOC will begin downsizing. This is anticipated to be a gradual process. Additionally, over the next few years existing workload will also begin migrating to the Southern Region at Fort McPherson. It is our intent to make this as painless and transparent to you – our customer – as possible. If you have any concerns or questions, however, don't hesitate to call us.

GOVERNMENT PURCHASE CARD

Did you know the IMPAC program is now called the Government Purchase Card (GPC) Program? Training for new cardholders,

billing officials, or anyone else who just wants to better understand the program, is available on-line at www.bragg.army.mil/www-doc. Click on FOR GOVERNMENT and IMPAC (guess we need to change the name!). There you will find a wealth of information on the program.

GPC ROADSHOW

In order to help you understand the GPC program better, the DOC will be happy to present the overview of the GPC program to your organization as an OPD or other training opportunity.

If you are interested in participating in this, please contact Ms. Lucinda Nance at 6-4362, ext. 273.

WE'RE LISTENING

The DOC wants to hear from you! Beginning in January, the DOC will begin a marketing campaign. We plan to visit each of our major customers in order to establish dialogue and determine how we can better meet your needs. This will provide an opportunity to discuss potential contracts you feel you need or enable us to discuss the effectiveness of the GPC program within your organization. If you want to be sure we come visit you, please contact us at 6-4362.

UNAUTHORIZED COMMITMENTS (UAC)

An unauthorized commitment happens with an individual having no authority to obligate the Government does just that. UAC's occur when some mission-minded individual "puts the cart before the horse".

Generally speaking, UAC's happen because a soldier or DAC was instructed to "make it

happen" without clear instructions on the proper way to accomplish this.

Examples of UAC's include an individual without authority having a piece of equipment repaired. After the repairs are made, the vendor hands the bill to the government employee who then asks "Now what do I do?" Another example of a UAC is a GPC cardholder purchasing \$2,600 worth of "stuff" when the single purchase threshold is only \$2,500 or when the GPC cardholder purchases something with his card that he is not authorized to purchase.

When a UAC occurs, the Government must ratify it in order for it to become a "legal" procurement action. Ratification is the act of an authorized person approving the action and paying the contractor.

Before a contractor can be paid, however, a document must be completed explaining how the UAC occurred and what steps will be put into place to avoid it happening again. At Fort Bragg we use the FORSCOM Form 121R. Also, as of 1 Oct 02, only UAC's up to \$10,000 can be ratified at Fort Bragg. All UAC's committed by Fort Bragg personnel in excess of this amount must be forwarded to higher headquarters for ratification.

Last year Fort Bragg employees committed 20 UAC's. Of these, nine exceeded the \$10,000 threshold.

Everyone is cautioned to avoid obligating the government unless you know you have the authority. If you don't understand the rules or aren't sure what to do, contact us! We're here to help.

CONTRACTING WITH GOVERNMENT EMPLOYEES

Did you know that, except in very specific situations, contracting officers are prohibited from knowingly awarding contracts to government employees or to business concerns or organizations owned or substantially owned or controlled by one or more government employees? This policy is intended to avoid any conflict of interest that might arise between the employees' interests and their Government duties, and to avoid the appearance of favoritism or preferential treatment by the Government toward its employees.

A handwritten signature in black ink, reading "Sondra S. Oman". The signature is written in a cursive style with a large initial 'S'.

Director of Contracting