# PGI 201.1 -PURPOSE, AUTHORITY, ISSUANCE

**Parent topic:** PGI Part 201 - FEDERAL ACQUISITION REGULATIONS SYSTEM

## PGI 201.106 OMB approval under the Paperwork Reduction Act.

The information collection and record keeping requirements contained in the Defense Federal Acquisition Regulation Supplement (DFARS) and Procedures, Guidance, and Information (PGI) have been approved by the Office of Management and Budget. The following OMB control numbers apply:

| DFARS Segment | OMB Control No. |
|---|---|
| 215.403-5 | 0704-0497 |
| 217.7004 (a) | 0704-0214 |
| 217.7404-3 (b) | 0704-0214 |
| 217.7505 (d) | 0704-0214 |
| 231.205-18 | 0704-0483 |
| 232.10 | 0704-0359 |
| 239.7408 | 0704-0341 |
| 242.1106 | 0704-0250 |
| 252.204-7000 | 0704-0225 |
| 252.204-7008 | 0704-0478 |
| 252.204-7010 | 0704-0454 |
| 252.204-7012 | 0704-0478 |
| 252.204-7021 | 0750-0008 |

| DFARS Segment | OMB Control No. |
|---|---|
| 252.204-7023 | 0704-0519 |
| 252.204-7025 | 0750-0008 |
| 252.205-7000 | 0704-0286 |
| 252.208-7000 | 0704-0187 |
| 252.209-7001 | 0704-0187 |
| 252.209-7002 | 0704-0187 |
| 252.209-7004 | 0704-0187 |
| 252.209-7008 | 0704-0477 |
| 252.209-7012 | 0750-0008 |
| 252.211-7006 | 0704-0434 |
| 252.215-7002 | 0704-0232 |
| 252.215-7008 | 0704-0574 |
| 252.215-7010 | 0704-0574 |
| 252.216-7000 | 0704-0259 |
| 252.216-7001 | 0704-0259 |
| 252.216-7003 | 0704-0259 |
| 252.217-7012 | 0704-0214 |
| 252.217-7026 | 0704-0214 |
| 252.217-7028 | 0704-0214 |

| DFARS Segment | OMB Control No. |
| --- | --- |
| 252.219-7003 | 0704-0386 |
| 252.223-7001 | 0704-0272 |
| 252.223-7002 | 0704-0272 |
| 252.223-7003 | 0704-0272 |
| 252.223-7004 | 0704-0272 |
| 252.223-7007 | 0704-0272 |
| 252.225-7000 | 0704-0229 |
| 252.225-7003 | 0704-0229 |
| 252.225-7004 | 0704-0229 |
| 252.225-7005 | 0704-0229 |
| 252.225-7010 | 0704-0229 |
| 252.225-7013 | 0704-0229 |
| 252.225-7018 | 0704-0229 |
| 252.225-7020 | 0704-0229 |
| 252.225-7021 | 0704-0229 |
| 252.225-7023 | 0704-0229 |
| 252.225-7025 | 0704-0229 |
| 252.225-7032 | 0704-0229 |
| 252.225-7033 | 0704-0229 |

| DFARS Segment | OMB Control No. |
| --- | --- |
| 252.225-7035 | 0704-0229 |
| 252.225-7039 | 0704-0549 |
| 252.225-7040 | 0704-0460 |
| 252.225-7046 | 0704-0229 |
| 252.225-7049 | 0704-0525 |
| 252.225-7050 | 0704-0187 |
| 252.225-7057 | 0750-0005 |
| 252.225-7058 | 0750-0005 |
| 252.227-7013 | 0704-0369 |
| 252.227-7014 | 0704-0369 |
| 252.227-7017 | 0704-0369 |
| 252.227-7018 | 0704-0369 |
| 252.227-7019 | 0704-0369 |
| 252.227-7025 | 0704-0369 |
| 252.227-7028 | 0704-0369 |
| 252.227-7037 | 0704-0369 |
| 252.227-7040 | 0750-0010 |
| 252.227-7041 | 0750-0010 |
| 252.228-7000 | 0704-0216 |

| DFARS Segment | OMB Control No. |
| --- | --- |
| 252.228-7005 | 0704-0216 |
| 252.228-7006 | 0704-0216 |
| 252.229-7010 | 0704-0390 |
| 252.232-7002 | 0704-0321 |
| 252.232-7007 | 0704-0359 |
| 252.234-7002 | 0704-0479 |
| 252.235-7000 | 0704-0187 |
| 252.235-7001 | 0704-0187 |
| 252.235-7003 | 0704-0187 |
| 252.236-7000 | 0704-0255 |
| 252.236-7002 | 0704-0255 |
| 252.236-7003 | 0704-0255 |
| 252.236-7004 | 0704-0255 |
| 252.236-7010 | 0704-0255 |
| 252.236-7012 | 0704-0255 |
| 252.237-7000 | 0704-0231 |
| 252.237-7011 | 0704-0231 |
| 252.237-7023 | 0704-0231 |
| 252.237-7024 | 0704-0231 |

| DFARS Segment | OMB Control No. |
|---|---|
| 252.239-7000 | 0704-0341 |
| 252.239-7006 | 0704-0341 |
| 252.239-7009 | 0704-0478 |
| 252.239-7010 | 0704-0478 |
| 252.242-7004 | 0704-0250 |
| 252.243-7002 | 0704-0397 |
| 252.244-7001 | 0704-0253 |
| 252.245-7003 | 0704-0246 |
| 252.245-7005 | 0704-0246 |
| 252.246-7003 | 0704-0441 |
| 252.246-7005 | 0704-0441 |
| 252.246-7006 | 0704-0441 |
| 252.246-7008 | 0704-0441 |
| 252.247-7000 | 0704-0245 |
| 252.247-7001 | 0704-0245 |
| 252.247-7002 | 0704-0245 |
| 252.247-7007 | 0704-0245 |
| 252.247-7022 | 0704-0245 |
| 252.247-7023 | 0704-0245 |

| DFARS Segment | OMB Control No. |
|---|---|
| 252.247-7026 | 0704-0245 |
| 252.247-7028 | 0704-0245 |
| 252.249-7002 | 0704-0533 |
| 252.251-7000 | 0704-0252 |
| Appendix F | 0704-0248 |
| Appendix I | 0704-0332 |
| DD Form 1639 | 0704-0246 |
| DD Form 1659 | 0704-0245 |
| DD Form 2063 | 0704-0231 |
| DD Form 2139 | 0704-0229 |
| DD Form 250 | 0704-0248 |
| DD Form 250-1 | 0704-0248 |

# PGI 201.109 Statutory acquisition-related dollar thresholds - adjustment for inflation.

Statutory acquisition-related dollar thresholds are reviewed every 5 years to calculate adjustment for inflation, as required by Section 807 of the National Defense Authorization Act for Fiscal Year 2005 (Public Law 108-375). The matrix showing the most recent escalation adjustments of statutory acquisition-related dollar thresholds in the DFARS is available here.

# PGI 201.170 Peer reviews.

(a) DoD components may request a Defense Pricing, Contracting, and Acquisition Policy (DPCAP) led peer review for procurements that would not otherwise require a DPCAP-led peer review.

(b) Military departments and defense agencies shall, on or about June 30 and December 31 of each

year, submit recommended best practices and lessons learned from competitive acquisition peer reviews under major defense acquisition programs to osd.pentagon.ousd-a-s.mbx.dpc-cp@mail.mil. Submissions that have broad applicability may be selected for posting at https://www.acq.osd.mil/asda/dpc/cp/policy/peer-reviews.html.

## PGI 201.170-1 Objectives of peer reviews.

The objectives of peer reviews are to—

(a) Ensure that DoD contracting officers are implementing policy and regulations in a consistent and appropriate manner;

(b) Continue to improve the quality of contracting processes throughout DoD; and

(c) Facilitate cross-sharing of best practices and lessons learned throughout DoD DPCAP maintains a compilation of peer review lessons learned and best practices that is available at https://www.acq.osd.mil/asda/dpc/cp/policy/peer-reviews.html for competitive peer reviews and at https://www.acq.osd.mil/asda/dpc/pcf/docs/ss-peer-reviews/Sole-Source-Peer-Reviews-Best-Practices-V1.0-14June21.pdf for noncompetitive peer reviews.

## PGI 201.170-2 Pre-award peer reviews.

(a) Pre-award peer reviews for competitive acquisitions shall be conducted prior to each of the following three phases of the acquisition:

(1) Issuance of the solicitation.

(2) Request for final proposal revisions (if applicable).

(3) Contract award.

(b) Pre-award peer reviews for non-competitive acquisitions shall be conducted prior to each of the following two phases of the acquisition:

(1) Negotiation.

(2) Contract award.

## PGI 201.170-3 Administration of peer reviews.

(a) The results and recommendations that are products of peer reviews are intended to be advisory in nature; however, in the event the Peer Review report includes a recommendation that is identified as “significant” and the contracting officer does not intend to follow that recommendation, the senior procurement official of the contracting activity for the reviewed organization must be made aware of this fact before action is taken (or inaction, as applicable) that is contrary to the recommendation. Reviews will be conducted in a manner that preserves the authority, judgment, and discretion of the contracting officer and the senior officials of the requiring activity.

(b) Peer review teams should be comprised of senior contracting officials and attorneys as

appropriate. Teams may include civilian employees or military personnel external to the department, agency, or component that is the subject of the peer review.

(c) Reviews are generally, conducted remotely. However, a peer review may be conducted at the location of the executing contracting organization when appropriate.

(d) A list of the documents that must be made available to the competitive peer review team, along with the specific elements the team will examine, is provided at paragraph (g) of this PGI section. A list of the documents that must be made available to the noncompetitive peer review team, along with a link to the noncompetitive peer review preparation checklist, is provided at paragraph (h) of this PGI section.

(e) The review team observations and recommendations will be communicated to the contracting officer and the senior procurement official immediately upon completion of a review.

(f) The contracting officer shall document the disposition of all peer review recommendations (i.e., state whether the recommendation will be followed and, if not, why not) as a signed memorandum for the record in the applicable contract file. For competitive acquisitions, the contracting officer shall submit this memorandum to osd.pentagon.ousd-a-s.mbx.dpc-cp@mail.mil prior to the next phase peer review or prior to contract award for phase 3 reviews. For noncompetitive acquisitions, the contracting officer shall submit this memorandum to osd.pentagon.ousd-a-s.mbx.dpc-pcf@mail.mil prior to the phase 2 review or prior to contract award for phase 2 reviews.

(g) *Competitive acquisition preaward peer review required documents and elements*. Submit any required peer review documents to osd.pentagon.ousd-a-s.mbx.dpc-cp@mail.mil.

(1) *Required documents*. At a minimum, peer review teams shall have access to the following documents, as applicable, at least 5 business days prior to the scheduled date of a peer review:

(i) The most recent acquisition decision memorandum for the program.

(ii) The acquisition strategy, or acquisition plan.

(iii) The source selection plan.

(iv) The draft for phase 1 or final request for proposals (RFP) and all amendments, with a synopsis of what, if any, RFP requirements (technical and contractual) were changed and why.

(v) The source selection evaluation board (SSEB) analysis and findings to ensure the evaluation of offers was consistent with the source selection plan and RFP criteria.

(vi) Any meeting minutes memorializing discussions between the Government and offerors.

(vii) All evaluation notices generated as a result of deficiencies in the offerors' proposals as well as the offerors' responses to those evaluation notices.

(viii) All minutes memorializing the conduct of source selection advisory council (SSAC) deliberations held to date.

(ix) The offerors' responses to the request for final proposal revision.

(x) The final SSAC deliberation.

(xi) The final source selection authority (SSA) determination and source selection decision.

(xii) Award/incentive fee arrangements, documentation of any required head of the contracting activity determinations and findings regarding non-availability of objective criteria.

(2) Peer review teams may make recommendations on any aspect of the procurement, including the following:

(i) The process was well understood by both Government and Industry.

(ii) Source selection was carried out in accordance with the source selection plan and RFP.

(iii) The SSEB evaluation was clearly documented.

(iv)The SSAC advisory panel recommendation was clearly documented.

(v) The SSA decision was clearly derived from the conduct of the source selection process.

(vi) All source selection documentation is consistent with the Section M evaluation criteria.

(vii)The business arrangement.

(h) *Noncompetitive acquisition preaward peer review required documents and noncompetitive peer review preparation checklist.* Submit any required peer review documents to osd.pentagon.ousd-a-s.mbx.dpc-pcf@mail.mil.

(1) Required documents. At a minimum, peer review teams shall have access to the following documents, as applicable, at least 5 business days prior to the scheduled date of a peer review:

(i) Preliminary price negotiation memorandum/business clearance for phase 1 or price negotiation memorandum/business clearance for phase 2, including all listed attachments.

(ii) Summary documents to support a discussion of salient aspects of the acquisition, e.g., business/contract clearance charts. Special charts do not need to be developed for the peer review.

(iii) The anticipated or negotiated language of clauses affecting the price or the business arrangement, e.g., economic price adjustment, performance-based payments, incentive or award-fee/award-term provisions, terms establishing price adjustment when using demand bands, reopener clauses, exchange rate clauses, or other clauses.

(iv) Award-fee plan and documentation of any required head of the contracting activity determination and findings regarding nonavailability of objective criteria (see FAR 16.401(e)(1));

(v) Defense Contract Audit Agency audits and Defense Contract Management Agency technical and/or price analyses, upon request.

(vi) The proposed performance-based payments schedule and Government analysis, if use of performance-based payments is contemplated.

(vii) Any other documents deemed necessary by the review team.

(2) *Noncompetitive peer review checklist*. The noncompetitive peer review preparation checklist is available at https://www.acq.osd.mil/asda/dpc/pcf/docs/ss-peer-reviews/Sole-Source-Peer-Review-Preparation-and-Checklist-8Apr21.pdf . The checklist identifies frequently addressed areas of emphasis. It is recommended that acquisition teams review these listed areas of interest in advance of releasing a

request for proposal.