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PART 5307 -
Acquisition Planning

[2019 Edition]

SUBPART 5307.1 — ACQUISITION PLANS

5307.104 General Procedures

(a) In order to help develop a sound acquisition strategy, the acquisition team must provide appropriate opportunities for the early involvement of industry in all acquisitions and the Defense Contract Management Agency and Defense Contract Audit Agency in non-competitive acquisitions.

See [AFICC PGI 5307.104](#).

See [AFMC PGI 5307.104](#).

See [SMC PGI 5307.104](#).

See [USAFA PGI 5307.104](#).

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Solicitation Release

(a) For ACAT programs, see [AFI 63-101/20-101](#) (paragraph 4.3.1) and [DoDI 5000.02](#).

(b) For all other acquisitions, the contracting officer must not release the solicitation until the approval official has approved the Acquisition Plan (AP) or Streamlined Acquisition Strategy Summary (SASS) unless the acquisition is being conducted pursuant to the authority of FAR 6.302-2, unusual and compelling urgency.

(c) For acquisitions utilizing policies and procedures in accordance with FAR 15.3, see FAR 15.303 and the DoD Source Selection Procedures.

5307.104-91

Changes

If a change occurs to the program/acquisition that significantly affects the acquisition, the program manager with the assistance of the contracting officer must prepare a revised AP and a statement that summarizes the changes and obtain the approval from the appropriate approval authority.

5307.104-92 Acquisition Strategy Panels (ASP) and AP Approval Authority or SASS Approval Authority

(a) ASPs:

(1) ASP are integral to a deliberative process that support the acquisition strategy approving authority in making informed decisions in performing their acquisition execution responsibilities. An ASP includes the Chair, panel members, and a briefing supporting the proposed strategy.

(2) The program manager, or the contracting officer if a program manager is not assigned, must ensure an ASP is conducted for all acquisitions \geq \$10M, and for all ACAT programs, Special Interest Programs, and programs which fall under AFI 63-138 PEO/CM - Services unless otherwise waived by the AP approval authority.

(3) The AP approval authority will be the ASP Chair. The ASP Chair will determine the ASP membership and the required briefing content based upon the unique requirements of each acquisition.

(4) At the conclusion of the ASP briefing, the program manager (or equivalent) must prepare

ASP minutes and obtain approval from the AP approval authority.

(b) AP/SASS:

(1) AP/SASS Approval Authority shall be:

AP/SASS Approval

Category	Document Type	AP/SASS Approval Authority
PEO (Systems) ≥ SAT	SASS* Acquisition Plan ≥ \$10M	See AFI 63-101/20-101
AFPEO/CM - Services ≥ SAT	SASS* Acquisition Plan ≥ \$10M	See AFI 63-138
Operational & Enterprise (not covered above) ≥ SAT	SASS* Acquisition Plan ≥ \$10M	One level above the PCO SCO** ≥ \$10M

* AP may be prepared at the discretion of the CO or the approval authority for those actions where an AP would be more appropriate.
** Delegable to contracting and/or requiring organization

(2) Actions that do not require an [AP](#) or a [SASS](#):

(a) Task/delivery orders issued in accordance with the terms of the basic contract except non-DoD orders ≥ \$10M;

(b) Modifications within the scope of the contract;

(c) Replenishment parts except for those replenishment buys that require design; development, verification testing, and approval before start of production;

(d) Basic research under funding category 6.1; and

(e) Any action < SAT.

See [AFICC PGI 5307.104](#).

See [AFMC PGI 5307.104](#).

See [SMC PGI 5307.104](#).

See [AF PGI 5307.104-92](#).

See [AFICC PGI 5307.104-92](#).

See [AFMC PGI 5307.104-92](#).

See [SMC PGI 5307.104-92](#).

See [USAFA PGI 5307.104-92](#).

5307.105 Contents of Written Acquisition Plans

See the [Acquisition Plan](#) template

See [AF PGI 5307.105](#).

See [AFMC PGI 5307.105](#).

5307.107-2 Consolidation

(a) The SCO is the authority to make the consolidation determination for actions exceeding \$2 million. This authority may not be re-delegated. Consolidation determinations are only required for contracts awarded and performed in the United States and Outlying Territories.

The determination must include the acquisition strategy information required in FAR 7.107-2. The determination may be included in an AP (or equivalent) when coordination of the consolidation determination approving official is accomplished as part of the

AP approval process. When preparing these documents clearly identify the consolidation determination.

See [AFMC PGI 5307.107-2](#).

SUBPART 5307.4 –EQUIPMENT LEASE OR PURCHASE

5307.470 Statutory Requirements

(b) See [MP5301.601\(a\)\(i\)](#).