

# PART 37 -- SERVICE CONTRACTING

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## SUBPART 37.1 -- SERVICE CONTRACTS--GENERAL

### **237.104 Personal services contracts.**

(b)(i) The approval authority for the determination and findings (D&F) for personal service contracts for expert and consultant services is the HCA. Review and opinion of legal counsel, Chief of the Contracting Office (CoCO), and Head of the Contracting Office (HCO) are all required prior to HCA review and approval.

### **237.170 Approval of Contracts and Task Orders for Services.**

#### **237.170-2 Approval requirements**

*(a) Acquisition of services through a contract or task order that is not performance based.*

(1) For acquisitions at or below \$50 million, obtain the review and approval of the CoCO.

(2) For acquisitions over \$50 million up to \$93 million, obtain the review and approval of the HCO.

(3) For acquisitions exceeding \$93 million, obtain the review and approval of the Senior Procurement Executive (SPE).

(S-90) For each acquisition that is non-performance based, the contracting officer shall prepare a D&F for approval in accordance with paragraph 237.170-2 (a). The D&F must be approved prior to release of a solicitation for a service acquisition that is not performance based.

(S-91) The review and approval thresholds are based upon the total estimated cost of the acquisition.

(S-92) Technical and requirements personnel are responsible for providing accurate and complete data to the contracting officer to support their recommendation for other than a performance based acquisition.



