

PART 46  
QUALITY ASSURANCE

46.1 DEFINITIONS.

a. ACCEPTANCE. The act of an authorized government representative which bestows ownership of existing identified supplies to the government or approves specific services rendered as partial or complete performance of the contract.

b. CONTRACT QUALITY REQUIREMENTS. The technical contract requirements relating to quality of the product or service along with contract clauses prescribing inspection, as well as other quality controls incumbent on the contractor, to ensure that the product or service conforms to contractual requirements.

c. GOVERNMENT CONTRACT QUALITY ASSURANCE. Various functions, including inspection, performed by the government to determine whether a contractor has fulfilled the contract obligations pertaining to quality and quantity.

d. INSPECTION. Examination and testing of supplies or services (including, when appropriate, raw materials, components, and intermediate assemblies) to determine conformance to contract requirements.

e. QUALITY ASSURANCE. A planned and systematic pattern of actions necessary to provide sufficient confidence that adequate technical requirements are established; products and services conform to established technical requirements; and satisfactory performance is achieved.

46.1.1 QUALITY ASSURANCE REQUIREMENTS. The requesting activity is responsible for identifying inspection, testing, or other contract quality requirements essential to ensure integrity of products and services. The activity provides purchase request information concerning type and extent of government inspections for specific supplies or services that are complex, or for which unusual requirements have been established.

46.4 PLACE OF INSPECTION AND ACCEPTANCE. The purchase request shall specify place of inspection and acceptance. When quality assurance actions are performed at destination, acceptance shall ordinarily be accomplished at destination.

46.4.1 RESPONSIBILITY FOR PERFORMING QUALITY ASSURANCE ACTIONS. Requesting activities are responsible for quality assurance actions. For most installation acquisitions, inspection by the government is sufficient. Determination of contract conformance will be made on the basis of objective evidence of quality. As a minimum, quality assurance actions shall consist of an examination to establish type and kind; quantity; condition; operability (if readily determinable); and preservation, packaging, packing, and marking.

46.4.2 NONCONFORMING SUPPLIES AND SERVICES.

a. When supplies and services fail to conform to all contract requirements, they are not be accepted and written notice shall be furnished DOC. The information will include:

(1) The exact specification or performance quality requirement which the supplies or services fail to meet, along with a detailed explanation of the deficiency.

(2) Substantiated recommendation as to whether the supply or service should be accepted or rejected. Ordinarily, when the supplies or services fail to conform in all respects to the contract requirements, they will be rejected when the failure adversely affects performance, durability, reliability, interchangeability, effective use of operations, weight or appearance (where a factor), or health or safety. There may be circumstances (e.g., reasons of economy or urgency) when acceptance of such nonconforming supplies or services is in the best interest of the government.

(3) If acceptance is recommended, recommended price adjustments.

b. The decision to accept or reject nonconforming supplies or services will be made by the contracting officer. Except in the case of minor nonconformances, each contract under which nonconforming supplies or services are to be accepted shall first be modified by the contracting officer in writing to provide for an equitable price reduction or other consideration.

46.4.3 PROCESSING RECEIVING REPORTS.

a. Receiving reports shall be processed in a prompt manner. A target objective for preparation and distribution of receiving reports is 2 working days after supplies or services are accepted. The maximum timeframe for preparation and distribution of receiving reports is 6 calendar days after supplies or services are accepted. Performance beyond this maximum objective is unsatisfactory. The prompt payment of invoices is of prime importance in maintaining favorable relationships with contractors. Delay in submission of receiving reports may result in loss of discounts or payment of interest for which the responsible activity may be held accountable.

b. Receiving activities must annotate two dates on receiving/acceptance reports: the date goods were delivered or services completed, and the date the goods or services were accepted. Neither date should be the date the receiving report was prepared.

c. Agencies concerned with processing receiving reports for supplies and services procured locally will prepare and forward receiving reports as follows:

(1) Stock Fund. One copy to DFAS-IN/EM-TH. The property officer will take appropriate action per current directives for the Finance and Accounting Office copy.

(2) Consumer funds. Receiving reports will be prepared and forwarded to this headquarters, ATTN: DFAS-IN/EM-TH, in duplicate.

d. Activities other than supply agencies will forward receiving reports, in duplicate, to this headquarters, ATTN: DFAS-IN/EM-TH.

e. The following procedures are in effect and will be used for finalizing BPA purchases:

(1) After quantities, price, and extension have been verified, and any exceptions noted, each delivery ticket will be certified by the receiver with the following statement: "I certify that the services/supplies called for in the blanket purchase agreement have been rendered/received in accordance with the terms of the order for the period e.g., 1-31 Jul 1986. (Signature and date)." Fund cite must be quoted on each delivery ticket. Suggest rubber stamps be procured and used for certification and fund cite.

(2) Delivery tickets will be accumulated by activities and submitted to the Commercial Accounts Section, Finance and Accounting Division, ATTN: DFAS-IN/EM-TH, Fort Knox, KY 40121-5000 on a weekly basis. The last increment of the original tickets must be submitted within 3 working days of the end of the billing period. The billing period is the first through the last day of the month unless otherwise specifically stated in the contract.

#### 46.7 WARRANTIES.

a. A warranty is a promise of affirmation given by a contractor to the government regarding the nature, usefulness, or condition of the supplies or performance of services furnished under the contract. Generally, warranties survive acceptance of contract items and thus allow the government additional time after acceptance to require repair or replacement of defective supplies or services. Any request for use of a warranty provision must be justified based on the following factors:

(1) Complexity and function of an item and its use. If the government does not have sufficient opportunity to examine the items in order to determine conformity with specifications or whether there are defects in material or workmanship, a warranty may be advantageous.

(2) The benefits to be derived from the warranty must be related to the cost of the warranty to the government

(3) There must be assurance that an adequate administrative reporting system for defective items exists or can be established.

(4) It must be determined whether or not the item is customarily warranted in the trade.

b. Most contractual agreements or purchase and delivery orders for equipment and supplies are covered by a contractor's warranty. These items are identified in the contract document and/or by a contractor applied marking on the container, or an appropriate warranty identification or notice included in the package. Generally, warranties provide for the replacement or repair of the product for one year from date of delivery.

c. Responsibility for providing notice to contractors during a warranty period regarding defective items rests with DOC. Requesting activity personnel should ensure that prompt notice is furnished DOC. Notification may be by informal memorandum and should include all data available regarding the end item, e.g., requisition number, contract and/or PO number, national stock number, name of end item, manufacturer, model and serial numbers, description of problem or defect, and reason for failure of the item, if known. Telephone notice, followed by informal memorandum, will be accepted in emergency situations.

PART 48  
VALUE ENGINEERING

48.1 GENERAL.

a. Value engineering is the formal technique by which contractors may voluntarily suggest methods for performing more economically and share in any resulting savings or be required to establish a program to identify and submit to the government methods for performing more economically.

b. These are two value engineering approaches:

(1) An incentive approach involves voluntary participation. The contractor uses personal resources to develop and submit any value engineering change proposals (VECPs). The contract provides for sharing of savings and for payment of the contractor's allowable development and implementation costs only if a VECP is accepted by the government.

(2) A mandatory program involves specific value engineering program effort which the government requires and pays for. The contractor performs value engineering of the scope and level of effort required by the government's program plan, included as a separately priced item of work in the contract schedule.

48.1.1 SHARING ARRANGEMENTS. Contractor's sharing of acquisition savings ranges from 15 to 55 percent depending on the contract type and whether the VECP submitted was voluntary or mandatory. The sharing arrangement is prescribed in the Value Engineering Clause.

48.2 VALUE ENGINEERING CLAUSES. Value Engineering clauses for the incentive approach are included in supply, service and construction contracts when the contract amount is expected to be \$100,000 or more except when the application of such clause would not be practicable.

PART 49

TERMINATION OF CONTRACTS

49.1 GENERAL. Government contracts contain clauses covering termination for the convenience of the government and termination for default.

49.1.1 CONVENIENCE TERMINATIONS. The clause provides that the government may terminate for convenience whenever the contracting officer determines that such termination is in the best interest of the government. The contracting officer shall terminate contracts for convenience only by a written notice to the contractor and only after proper authorization and instructions from the activity which requested the contract are established. Such terminations must also be reviewed and approved by DOC and Staff Judge Advocate (SJA). Activities shall immediately notify the contracting officer in writing of any contract that needs to be terminated for convenience because supplies or services are no longer required. Notification and request for termination submitted by the activity shall include all data pertinent to the termination.

49.1.2 SETTLEMENT OF CLAIMS ON CONTRACTS TERMINATED FOR CONVENIENCE. A settlement should compensate the contractor fairly for the work done and the preparation made for the terminated portions of the contract, including a reasonable allowance for profit on work done. The contractor has 12 months in which to submit a settlement claim.

49.4 DEFAULT TERMINATIONS. A default termination is a contractual right of the government to be exercised because of the contractor's actual or anticipated failure to perform its contractual obligations. This contractual right is exercised by the contracting officer by a written notice to the contractor after review and approval of DOC and SJA to ensure the propriety of the action. Default terminations are a last recourse, taken after other procedures and courses of action fail or do not serve the best interest of the government. Under a default termination, the government is not liable for the contractor's cost on undelivered work. The government, upon termination for default, has the right to repurchase the terminated supplies or services elsewhere, or perform with in-house resources, and hold the contractor liable for any excess costs of the repurchase or in-house performance provided that damages are mitigated by the government.

49.4.1 APPEALING DEFAULT TERMINATIONS. The contractor may appeal a default termination by appealing the decision of the contracting officer to the Armed Services Board of Contract Appeals (ASBCA). The ASBCA will direct a default termination be converted to a convenience termination if the contractor successfully challenges the contracting officer's decision in litigation before the ASBCA. If a default termination is converted to a convenience termination, the government will owe reasonable damages and must settle with the contractor just as if a convenience termination has been initially issued.

PART 60

GENERAL ADMINISTRATIVE INFORMATION

60.1 PAYMENT VOUCHERS. For acquisition reporting purposes and closeout of contract files, POs, delivery orders, BPAs, etc., the Finance and Accounting Office will furnish DOC all payment vouchers at time of payment to include partial and final payment vouchers.

60.2 BUSINESS SOURCES. Responsibility for determining business sources for acquiring supplies and service rests with DOC. Purchase requests may include suggested sources when known to the requesting activity; however, government representatives of requesting activities shall not contact commercial firms to establish a list of business sources for the required supplies or services.

60.3 TRACER FOR DELIVERY. USAARMC Form 1844 (Tracer for Delivery) may be initiated by the requiring activity to trace delivery. The completed form will be sent to DOC for signing by the contracting officer and mailing to the applicable vendor. See appendix F for a sample of the completed form.

60.4 PURCHASE REQUEST. A checklist for proper completion of a purchase request is at appendix G. The completed purchase request must be completed with all information required by regulation and necessary to accomplish the requested acquisition action.

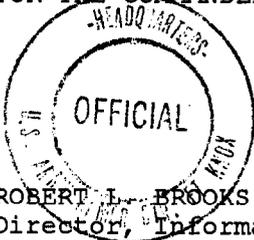
PART 61  
CONTRACT OFFLOADS

a. Any TRADOC requiring activity may place orders with any other federal agency, command, or activity (servicing agency or acquiring activity) for supplies or services for which the acquiring activity may be in a position or equipped to supply, render, or obtain by contract. This is more commonly referred to as "offloading." The transfer of acquisition functions outside TRADOC may only be utilized on an approved exception basis. This includes interagency offloads and acquisition under interagency agreements. The DOC will be used to the maximum extent practicable. The practice of contract offloading significantly heightens the potential for abuse and loss of management control.

b. The Directorate of Public Works has been delegated approval authority for contract offloads not to exceed \$100,000 for new work and \$500,000 for maintenance and repair. These offloads to be approved by the DPW will be with the concurrence of the installation Director of Contracting. Nonconcurrences will be resolved by the Installation Commander or the Chief of Staff. The Chief of Staff has been delegated the authority to approve USAARMC mission contract offloads up to \$250,000 and all USAARMC BASOPS contract offloads. The Chief, Requirements/Acquisition Management Division (R/AMD), Acquisition Directorate, Deputy Chief of Staff for Base Operations Support (DCSBOS) TRADOC will approve all offloads for mission requirements between \$250,000 and \$5 million. The TRADOC Chief of Staff, Acquisition Management Executives (AME), will approve the offload of all mission requirements over \$5 million.

c. Before offload approval is granted the requiring activity is required to provide a contract offload justification which will include a description of the requirement, rationale for offload, funding plan, and competitive acquisition strategy.

FOR THE COMMANDER:



OFFICIAL:  
DOUGLAS M. HARRIS  
Colonel, AR  
Garrison Commander

DISTRIBUTION:  
A plus  
300 - ATZK-DC

CF:  
DCG, USAARMC

APPENDIX A

ACTIVITIES AUTHORIZED TO SUBMIT PURCHASE REQUESTS

The following is a list of activities authorized to submit request for purchase support to DOC, Fort Knox, Kentucky, to include the general categories of supplies and services. All requests for parts, supplies, or equipment procured with stock or consumer funds must be processed through the appropriate accountable property officer (i.e., DOL Supply and Services Division, DPW Supply and Storage Branch; or MEDDAC Logistics Office). Exceptions to this requirement must be provided for in directives issued by the appropriate accountable property officer. All other items/services required by the activities may be processed directly to DOC with appropriate action for these items/services reflected on purchase request.

Staff Chaplain  
Public Affairs Office  
Internal Review and Audit Compliance Office  
Inspector General  
Staff Judge Advocate  
Ft Knox Community Schools  
Headquarters and Law Enforcement Command/Provost Marshal  
Directorate of Total Armor Force Readiness  
Armor Branch Safety Office  
Equal Employment Opportunity Office  
Equal Opportunity Office

USAARMC DIRECTORATE STAFF

Directorate of Human Resources  
Directorate of Resource Management  
Directorate of Business Operations  
G3/Directorate of Plans, Training, and Mobilization  
Directorate of Public Works  
G4/Directorate of Logistics  
Directorate of Information Management  
U.S. Army Armor School  
Directorate of Combat Development  
Directorate of Force Development  
Directorate of Training and Doctrine Development

MAJOR ACTIVITIES

1st Armor Training Brigade  
16th Cavalry Regiment  
U.S. Army NCO Academy

Fort Knox Reg 715-2 (6 May 97)

FORT KNOX PARTNERS IN EXCELLENCE

U.S. Army Recruiting Command  
HQ First U.S. Army Forward (West)  
U.S. Army Readiness Group Knox  
Regional Training Brigade  
Second Region U.S. Army Cadet Command  
USA MEDDAC  
USA DENTAC  
Close Combat Tactical Trainer Project Office  
U.S. Army 3D Recruiting Brigade  
Joint Recruiting Information Support System  
Project Management Office  
19th Engineer BN  
Program Executive Office - Armored Systems  
Modernization Liaison Office (ABRAMS)/  
FMS Training Coordinator  
U.S. Army Operational Test & Evaluation Command  
Trial Defense Service  
43D Ordnance Detachment  
280th Military Police Detachment  
U.S. Army Research Institute: Armored  
Forces Research Unit  
Defense Investigative Service - Fort Knox Field Office  
U.S. Army TMDE Support Center  
Defense Accounting Office  
General Services Administration -  
Kentucky Fleet Management Center  
902D Military Intelligence Group  
U.S. Bullion Depository (U.S. Treasury Department)  
DOD Commissary  
U.S. Army Audit Agency - Fort Knox Field Office  
AMC Logistic Assistance Office - Fort Knox  
Defense Reutilization and Marketing Office  
Corp of Engineers - Fort Knox Area Office  
Operational Support Airlift Command - Fort Knox  
Operating Location C, 18th Weather Squadron  
Defense Automated Printing Service - Fort Knox

OFF-POST COMMANDS

Military Entrance Processing Command  
81st Regional Support Command  
U.S. Army Enlisted Records & Evaluation Center

APPENDIX B

FORMAT FOR RECOMMENDATION FOR OTHER THAN FULL AND OPEN COMPETITION -  
REQUIREMENTS OVER \$100,000

1. Identification of Document. Identify the document as "Activity Recommendation for Other Than Full and Open Competition."
2. Description of Action. Describe the nature of the contractual action for which approval is requested (i.e. new contract of modification) and state type of funds to be used (R&D, PA, OMA, etc.).
3. Description of Supplies/Services. Describe the supplies or services to be acquired, including the estimated total value, quantity, and/or period of performance.
4. Efforts to Obtain Competition. Describe what efforts have been, or can be taken, to ensure that offers are solicited from as many potential sources as is practicable. Also describe the extent of effective competition anticipated for the acquisition.
5. Reason(s) for Limiting Competition. Describe why the purchase requires other than full and open competition, including identification of the proposed or potential contractor(s), a discussion of the unique qualifications required for fulfilling the contract, and why only one source or product can meet the Government's minimum need, etc. If urgency is involved, include the required delivery schedule and lead-times involved.
6. Actions to Increase Competition. Include a statement of the actions taken (or to be taken) to increase competition before any subsequent acquisition of the supplies or services is required.
7. Market Survey. Describe the extent of the market survey conducted to identify all qualified sources and the results thereof. If a survey was not conducted, justify why.
8. Interested Sources. Identify any prospective sources that may be interested in the acquisition (name, address, city, state, zip code, and area code/telephone number).
9. Other Factors. Discuss any other factors supporting the use of other than full and open competition, such as:
  - a. Procurement History. Reasonable effort to provide the following information is expected. If data is lacking, fill in as much as is available and write "unknown" or other explanation as appropriate.
    - (1) Contract or order numbers and dates of last several awards, if any;
    - (2) Competitive status of these actions;

(3) Justification for less than full and open competition, if noncompetitive previously;

(4) Actions which were to be taken to increase competition, if noncompetitive previously;

(5) If fully competitive, explanation of changed circumstances; and

(6) Explanation of any unusual patterns, e.g. several consecutive urgent purchases.

b. Acquisition Data Availability. Explain why technical data packages, specifications, engineering descriptions, statements of work, or purchase descriptions suitable for full and open competition have not been developed or are not available. Describe actions taken or planned to remedy this situation.

c. Unusual and Compelling Urgency. When urgency is cited, provide data, estimated cost, or other rationale as to the nature and extent of the harm to the government.

10. Certifications. Include and complete the following certifications by appropriate activity chiefs or designees:

a. Technical Certification. "I certify that the supporting data under my cognizance which are included herein are accurate and complete to the best of my knowledge and belief."

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

b. Requirements Certification. "I certify that the supporting data under my cognizance which are included herein are accurate and complete to the best of my knowledge and belief."

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

1. Description of supplies or services and name, address, and phone number of the proposed source.

2. Describe why the purchase requires other than full and open competition, the unique qualifications required for completion of the contract, why only one source or product can meet the government's need, etc.

3. When urgency is cited provide data, estimated cost, or other rationale as to the nature and extent of harm to the government. Include the required delivery schedule and lead times involved.

4. Describe the extent of the market survey conducted to identify all qualified sources and the results thereof.
5. Describe the action taken (or to be taken) to increase competition before any subsequent purchases are required.

APPENDIX C

ADVANCED PROCUREMENT PLANNING PROGRAM SCHEDULE

\*Definitions:

Technique A: Requirements Contract (See explanation in para 7.1.d(1)).

Technique B: Contracts conditioned upon the availability of funds (see explanation para 7.1.d(2)).

Technique C: Annual contract for maintenance of tools and facilities (see explanation in para 7.1.d(3)).

ACTIVITY DPW (Supply and Services)

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>        | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|-------------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Acreage Mowing          | 1 Jan-31 Dec           | A                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Copier Maint            | 1 Jan-31 Dec           | C                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Telephone Maint         | 1 Jan-31 Dec           | C                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Refuse Collection Svc   | 1 Jan-31 Dec           | C                          | 1 Jun                      | 1 Aug  | 1 Sep                            | 1 Oct                      |
| Refuse Collection       | 1 Feb-31 Jan           | C                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Custodial Svc           | 1 Feb-31 Jan           | C                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Retread Tires           | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Recycling               | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Parts Washers           | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Disposal Sand/Grit      | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Waste Holding Basins    | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Elevator Maint Svc      | 1 Mar-28 Feb           | C                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Elevator Maint          | 1 Mar-28 Feb           | C                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Elevator Maint          | 1 Mar-28 Feb           | C                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| FH Maint                | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Dump Truck Hauling      | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Ground Maint of         |                        |                            |                            |  |                                  |                            |
| Vacant FH Areas         | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Sample Water & Ponds    | 1 Apr-31 Mar           | A                          | 1 Dec                      | 1 Jan  | 1 Feb                            | 1 Mar                      |
| Chiller Maint IACH      | 1 Aug-31 Jun           | C                          | 1 Apr                      | 1 May  | 1 Jun                            | 1 Jul                      |
| UPH Telephone Sys Maint | 1 Sep-31 Aug           | C                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Maint IACH              | 1 Oct-30 Sep           | C                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Washer & Dryer Maint    | 1 Oct-30 Sep           | C                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Removal Used/Waste Oil  | 1 Nov-31 Oct           | A                          | 1 Jul                      | 1 Aug  | 1 Sep                            | 1 Oct                      |
| Crushed Stone-Spread    | 1 Jun-31 May           | A                          | 1 Jan                      | 1 Feb  | 1 Mar                            | 1 Apr                      |
| Crushed Stone-          |                        |                            |                            |  |                                  |                            |
| Stockpiled              | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Hot Mix Asphalt         | 1 Apr-31 Mar           | A                          | 1 Dec                      | 1 Jan  | 1 Feb                            | 1 Mar                      |
| Ready Mix Concrete      | 1 Apr-31 Mar           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Rental/Maint of         |                        |                            |                            |  |                                  |                            |
| Portable Toilets        | 1 Oct-30 Sep           | A                          | 1 May                      | 1 Jul  | 1 Jul                            | 1 Aug                      |

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Fort Knox Reg 715-2 (6 May 97)

ACTIVITY G4/DOL, MAINT DIV

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>                                      | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|---|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Retreading Tires                                      | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Parts Washers   | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Aircraft Maint  | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Operate Oil Lab                                       | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Recycle Waste Oil                                     | 1 Nov-31 Oct           | A                          | 1 Jun                      | 1 Jul  | 1 Aug                            | 1 Sep                      |
| Maint of J-SIIDS                                      | 1 Jul-30 Jun           | C                          | 1 Mar                      | 1 Apr  | 1 May                            | 1 Jun                      |
| Custodial Services<br>for USAR Centers<br>in Kentucky | 1 Jan-31 Dec           | C                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Maint of IDS in<br>USAR Centers<br>in Indiana         | 1 Jan-31 Dec           | C                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Custodial Services<br>for USAR Centers<br>in Indiana  | 1 Jan-31 Dec           | C                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |

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ACTIVITY G4/DOL, Supply and Services

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>                         | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|--|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| DFA and Full Food Svc                    | 1 Oct-30 Sep           | B                          | 1 Apr                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Mortuary Supplies and Services           | 1 Jul-30 Jun           | A                          | 1 Mar                      | 1 Apr  | 1 May                            | 1 Jun                      |
| Dry Cleaning & Carpet Svc                | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Beverage Base and Dispenser (carbonated) | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Potato Chips                             | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Ice                                      | 1 May-30 Apr           | A                          | 1 Jan                      | 1 Feb  | 1 Mar                            | 1 Apr                      |
| Cookies                                  | 1 May-30 Apr           | A                          | 1 Jan                      | 1 Feb  | 1 Mar                            | 1 Apr                      |
| Condiments                               | 1 Jan-31 Dec           | A                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Misc Food Items                          | 1 May-30 Apr           | A                          |                            |  |                                  |                            |
| Cereal                                   | 1 Feb-31 Jan           | A                          | 1 Oct                      | 1 Nov  | 1 Dec                            | 1 Jan                      |
| Calcium Oxide (Lime)                     | 1 Jan-31 Dec           | A                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Polyurethane                             | 1 Sep-31 Aug           | A                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Degreaser                                | 1 Jun-31 May           | A                          | 1 Feb                      | 1 Mar  | 1 Apr                            | 1 May                      |
| Breads                                   | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Milk Products                            | 1 May-30 Apr           | A                          | 1 Jan                      | 1 Feb  | 1 Mar                            | 1 Apr                      |
| Fruit Juice                              | 1 Apr-31 Mar           | A                          | 1 Dec                      | 1 Jan  | 1 Feb                            | 1 Mar                      |
| Eggs                                     | 1 Sep-31 Aug           | A                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |

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Fort Knox Reg 715-2 (6 May 97)

ACTIVITY G4/DOL Transportation

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>    | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|---------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Packing and Crating | 1 Jan-31 Dec           | A                          | 1 Jul                      | 15 Sep   | 15 Oct                           | 1 Nov                      |

ACTIVITY Human Resources

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>   | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|--|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Educational Services<br>(Instructors)                                  | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Learning Support Svcs<br>(Learning Centers and<br>Test Administrators) | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |

Fort Knox Reg 715-2 (6 May 97)

ACTIVITY MEDDAC

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>       | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|------------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Housekeeping           | 1 Nov-31 Oct           | C                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Maint Nuclear          |                        |                            |                            |  |                                  |                            |
| Medicine Equip         | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Microbiological        |                        |                            |                            |  |                                  |                            |
| Culture Media          | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Hepatitis Testing      |                        |                            |                            |  |                                  |                            |
| Material               | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Orthopedic Phy Asst    | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Gyn Nurse Practitioner | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Primary Care Clinic    | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Maint of CT Scan       | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Radiology Services     | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Kodak Reagents         | 1 Jan-31 Dec           | A                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Oxygen                 | 1 Oct-30 Sep           | A                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| PG Test Kits           | 1 Apr-31 Mar           | A                          | 1 Dec                      | 1 Jan  | 1 Feb                            | 1 Mar                      |

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Advanced Procurement Planning Program Schedule

**MILITARY ENTRANCE PROCESSING STATION (MEPS) REQUIREMENTS**

| <b>COMMODITY</b>             | <b>CONTRACT PERIOD</b> | <b>CONTRACT TECHNIQUE</b> | <b>DATE RQR DUE AT DOC</b> | <b>PROPOSED DATE SOLICITATION TO BE ISSUED</b> | <b>PROPOSED BID OPENING DATE</b> | <b>PROPOSED AWARD DATE</b> |
|------------------------------|------------------------|---------------------------|----------------------------|--|----------------------------------|----------------------------|
| MEALS & LODGING<br>ALBANY    | 1 APR - 31 MAR         | A                         | 1 DEC                      | 1 JAN  | 1 FEB                            | 1 MAR                      |
| NOON MEALS<br>ALBANY         | 1 MAR - 28 FEB         | A                         | 1 NOV                      | 1 DEC  | 1 JAN                            | 1 FEB                      |
| MEALS & LODGING<br>ATLANTA   | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| NOON MEALS<br>ATLANTA        | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| MEALS & LODGING<br>BALTIMORE | 1 APR - 31 MAR         | A                         | 1 DEC                      | 1 JAN  | 1 FEB                            | 1 MAR                      |
| NOON MEALS<br>BALTIMORE      | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| MEALS & LODGING<br>BECKLEY   | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| NOON MEALS<br>BECKLEY        | 1 MAY - 30 APR         | A                         | 1 JAN                      | 1 FEB  | 1 MAR                            | 1 APR                      |

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Fort Knox Reg 715-2 (6 May 97)

| <b>COMMODITY</b>                     | <b>CONTRACT PERIOD</b> | <b>CONTRACT TECHNIQUE</b> | <b>DATE RQR DUE AT DOC</b> | <b>PROPOSED DATE SOLICITATION TO BE ISSUED</b> | <b>PROPOSED BID OPENING DATE</b> | <b>PROPOSED AWARD DATE</b> |
|--------------------------------------|------------------------|---------------------------|----------------------------|--|----------------------------------|----------------------------|
| <b>MEALS &amp; LODGING BOSTON</b>    | <b>1 JAN - 31 DEC</b>  | <b>A</b>                  | <b>1 SEP</b>               | <b>1 OCT</b>                                   | <b>1 NOV</b>                     | <b>1 DEC</b>               |
| <b>NOON MEALS BOSTON</b>             | <b>1 JAN - 31 DEC</b>  | <b>A</b>                  | <b>1 SEP</b>               | <b>1 OCT</b>                                   | <b>1 NOV</b>                     | <b>1 DEC</b>               |
| <b>MEALS &amp; LODGING BUFFALO</b>   | <b>1 JUL - 30 JUN</b>  | <b>A</b>                  | <b>1 MAR</b>               | <b>1 APR</b>                                   | <b>1 MAY</b>                     | <b>1 JUN</b>               |
| <b>NOON MEALS BUFFALO</b>            | <b>1 APR - 31 MAR</b>  | <b>A</b>                  | <b>1 DEC</b>               | <b>1 JAN</b>                                   | <b>1 FEB</b>                     | <b>1 MAR</b>               |
| <b>MEALS &amp; LODGING CHARLOTTE</b> | <b>1 NOV - 31 OCT</b>  | <b>A</b>                  | <b>1 JUL</b>               | <b>1 AUG</b>                                   | <b>1 SEP</b>                     | <b>1 OCT</b>               |
| <b>NOON MEALS CHARLOTTE</b>          | <b>1 JUN - 31 JUL</b>  | <b>A</b>                  | <b>1 FEB</b>               | <b>1 MAR</b>                                   | <b>1 APR</b>                     | <b>1 MAY</b>               |
| <b>MEALS &amp; LODGING CHICAGO</b>   | <b>1 JAN - 31 DEC</b>  | <b>A</b>                  | <b>1 SEP</b>               | <b>1 OCT</b>                                   | <b>1 NOV</b>                     | <b>1 DEC</b>               |
| <b>NOON MEALS CHICAGO</b>            | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |

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| COMMODITY                       | CONTRACT PERIOD | CONTRACT TECHNIQUE | DATE RQR DUE AT DOC | PROPOSED DATE SOLICITATION TO BE ISSUED | PROPOSED BID OPENING DATE | PROPOSED AWARD DATE |
|---------------------------------|-----------------|--------------------|---------------------|---|---------------------------|---------------------|
| MEALS & LODGING<br>CLEVELAND    | 1 APR - 31 MAR  | A                  | 1 DEC               | 1 JAN                                   | 1 FEB                     | 1 MAR               |
| NOON MEALS<br>CLEVELAND         | 1 APR - 31 MAR  | A                  | 1 DEC               | 1 JAN                                   | 1 FEB                     | 1 MAR               |
| MEALS & LODGING<br>COLUMBUS     | 1 FEB - 31 JAN  | A                  | 1 OCT               | 1 NOV                                   | 1 DEC                     | 1 JAN               |
| NOON MEALS<br>COLUMBUS          | 1 APR - 31 MAR  | A                  | 1 DEC               | 1 JAN                                   | 1 FEB                     | 1 MAR               |
| MEALS & LODGING<br>DETROIT      | 1 OCT - 30 SEP  | A                  | 1 MAY               | 1 JUN                                   | 1 JUL                     | 1 AUG               |
| NOON MEALS<br>DETROIT           | 1 OCT - 30 SEP  | A                  | 1 MAY               | 1 JUN                                   | 1 JUL                     | 1 AUG               |
| MEALS & LODGING<br>FORT JACKSON | 1 DEC - 30 NOV  | A                  | 1 AUG               | 1 SEP                                   | 1 OCT                     | 1 NOV               |
| NOON MEALS<br>FORT JACKSON      | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |

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| COMMODITY                       | CONTRACT PERIOD | CONTRACT TECHNIQUE | DATE RQR DUE AT DOC | PROPOSED DATE SOLICITATION TO BE ISSUED | PROPOSED BID OPENING DATE | PROPOSED AWARD DATE |
|---------------------------------|-----------------|--------------------|---------------------|---|---------------------------|---------------------|
| MEALS & LODGING<br>HARRISBURG   | 1 JUN - 31 MAY  | A                  | 1 FEB               | 1 MAR                                   | 1 APR                     | 1 MAY               |
| NOON MEALS<br>HARRISBURG        | 1 JUN - 31 MAY  | A                  | 1 FEB               | 1 MAR                                   | 1 APR                     | 1 MAY               |
| MEALS & LODGING<br>INDIANAPOLIS | 1 FEB - 31 JAN  | A                  | 1 OCT               | 1 NOV                                   | 1 DEC                     | 1 JAN               |
| NOON MEALS<br>INDIANAPOLIS      | 1 NOV - 31 OCT  | A                  | 1 JUL               | 1 AUG                                   | 1 SEP                     | 1 OCT               |
| MEALS & LODGING<br>JACKSON      | 1 MAR - 28 FEB  | A                  | 1 NOV               | 1 DEC                                   | 1 JAN                     | 1 FEB               |
| NOON MEALS<br>JACKSON           | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |
| MEALS & LODGING<br>JACKSONVILLE | 1 MAR - 28 FEB  | A                  | 1 NOV               | 1 DEC                                   | 1 JAN                     | 1 FEB               |
| NOON MEALS<br>JACKSONVILLE      | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |

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|-------------------------------|------------------------|---------------------------|----------------------------|--|----------------------------------|----------------------------|
| MEALS & LODGING<br>KNOXVILLE  | 1 DEC - 30 NOV         | A                         | 1 AUG                      | 1 SEP  | 1 OCT                            | 1 NOV                      |
| NOON MEALS<br>KNOXVILLE       | 1 MAY - 30 APR         | A                         | 1 JAN                      | 1 FEB  | 1 MAR                            | 1 APR                      |
| MEALS & LODGING<br>LANSING    | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| NOON MEALS<br>LANSING         | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| MEALS & LODGING<br>LOUISVILLE | 1 FEB - 31 JAN         | A                         | 1 OCT                      | 1 NOV  | 1 DEC                            | 1 JAN                      |
| NOON MEALS<br>LOUISVILLE      | 1 FEB - 31 JAN         | A                         | 1 OCT                      | 1 NOV  | 1 DEC                            | 1 JAN                      |
| MEALS & LODGING<br>MEMPHIS    | 1 AUG - 31 JUL         | A                         | 1 APR                      | 1 MAY  | 1 JUN                            | 1 JUL                      |
| NOON MEALS<br>MEMPHIS         | 1 AUG - 31 JUL         | A                         | 1 APR                      | 1 MAY  | 1 JUN                            | 1 JUL                      |

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| COMMODITY                     | CONTRACT PERIOD | CONTRACT TECHNIQUE | DATE RQR DUE AT DOC | PROPOSED DATE SOLICITATION TO BE ISSUED | PROPOSED BID OPENING DATE | PROPOSED AWARD DATE |
|-------------------------------|-----------------|--------------------|---------------------|---|---------------------------|---------------------|
| MEALS & LODGING<br>MIAMI      | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |
| NOON MEALS<br>MIAMI           | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |
| MEALS & LODGING<br>MONTGOMERY | 1 APR - 31 MAR  | A                  | 1 DEC               | 1 JAN                                   | 1 FEB                     | 1 MAR               |
| MEALS & LODGING<br>NASHVILLE  | 1 JUL - 30 JUN  | A                  | 1 MAR               | 1 APR                                   | 1 MAY                     | 1 JUN               |
| NOON MEALS<br>NASHVILLE       | 1 JUN - 31 MAY  | A                  | 1 FEB               | 1 MAR                                   | 1 APR                     | 1 MAY               |
| MEALS & LODGING<br>NEW YORK   | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |
| NOON MEALS<br>NEW YORK        | 1 JAN - 31 DEC  | A                  | 1 SEP               | 1 OCT                                   | 1 NOV                     | 1 DEC               |

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|---|------------------------|---------------------------|----------------------------|--|----------------------------------|----------------------------|
| MEALS & LODGING<br>PHILADELPHIA               | 1 DEC - 30 NOV         | A                         | 1 AUG                      | 1 SEP  | 1 OCT                            | 1 NOV                      |
| NOON MEALS<br>PHILADELPHIA                    | 1 MAY - 30 APR         | A                         | 1 JAN                      | 1 FEB  | 1 MAR                            | 1 APR                      |
| NOON MEALS<br>PITTSBURG                       | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| MEALS & LODGING<br>PORTLAND-ME                | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| <sup>C-1-M</sup><br>NOON MEALS<br>PORTLAND-ME | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| MEALS & LODGING<br>RALEIGH-NC                 | 1 MAR - 28 FEB         | A                         | 1 NOV                      | 1 DEC  | 1 JAN                            | 1 FEB                      |
| NOON MEALS<br>RALEIGH-NC                      | 1 APR - 31 MAR         | A                         | 1 DEC                      | 1 JAN  | 1 FEB                            | 1 MAR                      |

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| MEALS & LODGING<br>RICHMOND-VA               | 1 APR - 31 MAR         | A                         | 1 DEC                      | 1 JAN  | 1 FEB                            | 1 MAR                      |
| NOON MEALS<br>RICHMOND-VA                    | 1 APR - 31 MAR         | A                         | 1 DEC                      | 1 JAN  | 1 FEB                            | 1 MAR                      |
| MEALS & LODGING<br>SAN JUAN-PR               | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| MEALS & LODGING<br>SPRINGFIELD               | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| <sup>C-15</sup><br>NOON MEALS<br>SPRINGFIELD | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| MEALS & LODGING<br>SYRACUSE                  | 1 APR - 31 MAR         | A                         | 1 DEC                      | 1 JAN  | 1 FEB                            | 1 MAR                      |
| NOON MEALS<br>SYRACUSE                       | 1 APR - 31 MAR         | A                         | 1 DEC                      | 1 JAN  | 1 FEB                            | 1 MAR                      |

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|---|-----------------|--------------------|---------------------|---|---------------------------|---------------------|
| MEALS & LODGING TAMPA                       | 1 JUN - 31 MAY  | A                  | 1 FEB               | 1 MAR                                   | 1 APR                     | 1 MAY               |
| NOON MEALS TAMPA                            | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |
| MEALS & LODGING ALBUQUERQUE                 | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |
| NOON MEALS ALBUQUERQUE                      | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |
| MEALS & LODGING AND NOON MEALS FOR AMARILLO | 1 JUN - 31 MAY  | A                  | 1 FEB               | 1 MAR                                   | 1 APR                     | 1 MAY               |
| MEALS & LODGING ANCHORAGE                   | 1 APR - 31 MAR  | A                  | 1 DEC               | 1 JAN                                   | 1 FEB                     | 1 MAR               |
| NOON MEALS ANCHORAGE                        | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |
| MEALS & LODGING AND NOON MEALS FOR BOISE    | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |

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| <b>MEALS &amp; LODGING BUTTE</b>                 | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |
| <b>NOON MEALS BUTTE</b>                          | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |
| <b>MEALS &amp; LODGING DALLAS</b>                | <b>1 AUG - 31 JUL</b>  | <b>A</b>                  | <b>1 APR</b>               | <b>1 MAY</b>                                   | <b>1 JUN</b>                     | <b>1 JUL</b>               |
| <b>NOON MEALS DALLAS</b>                         | <b>1 JAN - 31 DEC</b>  | <b>A</b>                  | <b>1 SEP</b>               | <b>1 OCT</b>                                   | <b>1 NOV</b>                     | <b>1 DEC</b>               |
| <b>C-17<br/>MEALS &amp; LODGING DES MOINES</b>   | <b>1 MAY - 30 APR</b>  | <b>A</b>                  | <b>1 JAN</b>               | <b>1 FEB</b>                                   | <b>1 MAR</b>                     | <b>1 APR</b>               |
| <b>NOON MEALS DES MOINES</b>                     | <b>1 JUN - 31 MAY</b>  | <b>A</b>                  | <b>1 FEB</b>               | <b>1 MAR</b>                                   | <b>1 APR</b>                     | <b>1 MAY</b>               |
| <b>MEALS &amp; LODGING AND NOON MEALS DENVER</b> | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |

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| MEALS & LODGING<br>EL PASO        | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| NOON MEALS<br>EL PASO             | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| MEALS & LODGING<br>FARGO          | 1 MAY - 30 APR         | A                         | 1 JAN                      | 1 FEB  | 1 MAR                            | 1 APR                      |
| NOON MEALS<br>FARGO               | 1 MAR - 28 FEB         | A                         | 1 NOV                      | 1 DEC  | 1 JAN                            | 1 FEB                      |
| C-18<br>MEALS & LODGING<br>FRESNO | 1 AUG - 31 JUL         | A                         | 1 APR                      | 1 MAY  | 1 JUN                            | 1 JUL                      |
| NOON MEALS<br>FRESNO              | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| MEALS & LODGING<br>HONOLULU       | 1 JUN - 31 MAY         | A                         | 1 JAN                      | 1 FEB  | 1 MAR                            | 1 APR                      |
| NOON MEALS<br>HONOLULU            | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |

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|---|------------------------|---------------------------|----------------------------|--|----------------------------------|----------------------------|
| MEALS & LODGING<br>HOUSTON                        | 1 FEB - 31 JAN         | A                         | 1 OCT                      | 1 NOV  | 1 DEC                            | 1 JAN                      |
| NOON MEALS<br>HOUSTON                             | 1 FEB - 31 JAN         | A                         | 1 OCT                      | 1 NOV  | 1 DEC                            | 1 JAN                      |
| MEALS & LODGING<br>KANSAS CITY                    | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| NOON MEALS<br>KANSAS CITY                         | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| <sup>C-19</sup><br>MEALS & LODGING<br>LITTLE ROCK | 1 SEP - 31 AUG         | A                         | 1 MAY                      | 1 JUN  | 1 JUL                            | 1 AUG                      |
| NOON MEALS<br>LITTLE ROCK                         | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| MEALS & LODGING<br>LOS ANGELES                    | 1 MAR - 28 FEB         | A                         | 1 NOV                      | 1 DEC  | 1 JAN                            | 1 FEB                      |
| NOON MEALS<br>LOS ANGELES                         | 1 JUN - 31 MAY         | A                         | 1 FEB                      | 1 MAR  | 1 APR                            | 1 MAY                      |

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|---|------------------------|---------------------------|----------------------------|--|----------------------------------|----------------------------|
| <b>MEALS &amp; LODGING AND NOON MEALS MILWAUKEE</b> | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |
| <b>MEALS &amp; LODGING NEW ORLEANS</b>              | <b>1 AUG - 31 JUL</b>  | <b>A</b>                  | <b>1 APR</b>               | <b>1 MAY</b>                                   | <b>1 JUN</b>                     | <b>1 JUL</b>               |
| <b>MEALS &amp; LODGING OAKLAND</b>                  | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |
| <b>NOON MEALS OAKLAND</b>                           | <b>1 MAY - 30 APR</b>  | <b>A</b>                  | <b>1 JAN</b>               | <b>1 FEB</b>                                   | <b>1 MAR</b>                     | <b>1 APR</b>               |
| <b>MEALS &amp; LODGING OKLAHOMA CITY</b>            | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |
| <b>NOON MEALS OKLAHOMA CITY</b>                     | <b>1 SEP - 31 AUG</b>  | <b>A</b>                  | <b>1 MAY</b>               | <b>1 JUN</b>                                   | <b>1 JUL</b>                     | <b>1 AUG</b>               |
| <b>MEALS &amp; LODGING OMAHA</b>                    | <b>1 MAY - 30 APR</b>  | <b>A</b>                  | <b>1 JAN</b>               | <b>1 FEB</b>                                   | <b>1 MAR</b>                     | <b>1 APR</b>               |
| <b>NOON MEALS OMAHA</b>                             | <b>1 JUN - 31 MAY</b>  | <b>A</b>                  | <b>1 FEB</b>               | <b>1 MAR</b>                                   | <b>1 APR</b>                     | <b>1 MAY</b>               |

| <b>COMMODITY</b>                          | <b>CONTRACT PERIOD</b> | <b>CONTRACT TECHNIQUE</b> | <b>DATE RQR DUE AT DOC</b> | <b>PROPOSED DATE SOLICITATION TO BE ISSUED</b> | <b>PROPOSED BID OPENING DATE</b> | <b>PROPOSED AWARD DATE</b> |
|---|------------------------|---------------------------|----------------------------|--|----------------------------------|----------------------------|
| <b>MEALS &amp; LODGING PHOENIX</b>        | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |
| <b>NOON MEALS PHOENIX</b>                 | <b>1 APR - 31 MAR</b>  | <b>A</b>                  | <b>1 DEC</b>               | <b>1 JAN</b>                                   | <b>1 FEB</b>                     | <b>1 MAR</b>               |
| <b>MEALS &amp; LODGING PORTLAND-OR</b>    | <b>1 MAR - 28 FEB</b>  | <b>A</b>                  | <b>1 NOV</b>               | <b>1 DEC</b>                                   | <b>1 JAN</b>                     | <b>1 FEB</b>               |
| <b>NOON MEALS PORTLAND-OR</b>             | <b>1 MAR - 28 FEB</b>  | <b>A</b>                  | <b>1 NOV</b>               | <b>1 DEC</b>                                   | <b>1 JAN</b>                     | <b>1 FEB</b>               |
| <b>MEALS &amp; LODGING SALT LAKE CITY</b> | <b>1 OCT - 30 SEP</b>  | <b>A</b>                  | <b>1 JUN</b>               | <b>1 JUL</b>                                   | <b>1 AUG</b>                     | <b>1 SEP</b>               |
| <b>NOON MEALS SALT LAKE CITY</b>          | <b>1 JAN - 31 DEC</b>  | <b>A</b>                  | <b>1 SEP</b>               | <b>1 OCT</b>                                   | <b>1 NOV</b>                     | <b>1 DEC</b>               |
| <b>MEALS &amp; LODGING SAN ANTONIO</b>    | <b>1 MAR - 28 FEB</b>  | <b>A</b>                  | <b>1 NOV</b>               | <b>1 DEC</b>                                   | <b>1 JAN</b>                     | <b>1 FEB</b>               |
| <b>NOON MEALS SAN ANTONIO</b>             | <b>1 JUL - 30 JUN</b>  | <b>A</b>                  | <b>1 MAR</b>               | <b>1 APR</b>                                   | <b>1 MAY</b>                     | <b>1 JUN</b>               |

| <b>COMMODITY</b>                      | <b>CONTRACT PERIOD</b> | <b>CONTRACT TECHNIQUE</b> | <b>DATE RQR DUE AT DOC</b> | <b>PROPOSED DATE SOLICITATION TO BE ISSUED</b> | <b>PROPOSED BID OPENING DATE</b> | <b>PROPOSED AWARD DATE</b> |
|---------------------------------------|------------------------|---------------------------|----------------------------|--|----------------------------------|----------------------------|
| MEALS & LODGING<br>SAN DIEGO          | 1 JAN - 31 DEC         | A                         | 1 SEP                      | 1 OCT  | 1 NOV                            | 1 DEC                      |
| NOON MEALS<br>SAN DIEGO               | 1 NOV - 31 OCT         | A                         | 1 JUL                      | 1 AUG  | 1 SEP                            | 1 OCT                      |
| MEALS & LODGING<br>SEATTLE            | 1 JUN - 31 MAY         | A                         | 1 FEB                      | 1 MAR  | 1 APR                            | 1 MAY                      |
| NOON MEALS<br>SEATTLE                 | 1 MAY - 30 APR         | A                         | 1 JAN                      | 1 FEB  | 1 MAR                            | 1 APR                      |
| C-22<br>MEALS & LODGING<br>SHREVEPORT | 1 OCT - 30 SEP         | A                         | 1 JUN                      | 1 JUL  | 1 AUG                            | 1 SEP                      |
| NOON MEALS<br>SHREVEPORT              | 1 APR - 31 MAR         | A                         | 1 DEC                      | 1 JAN  | 1 FEB                            | 1 MAR                      |
| MEALS & LODGING<br>SIOUX FALLS        | 1 MAY - 30 APR         | A                         | 1 JAN                      | 1 FEB  | 1 MAR                            | 1 APR                      |
| NOON MEALS<br>SIOUX FALLS             | 1 MAY - 30 APR         | A                         | 1 JAN                      | 1 FEB  | 1 MAR                            | 1 APR                      |

| COMMODITY                   | CONTRACT PERIOD | CONTRACT TECHNIQUE | DATE RQR DUE AT DOC | PROPOSED DATE SOLICITATION TO BE ISSUED | PROPOSED BID OPENING DATE | PROPOSED AWARD DATE |
|-----------------------------|-----------------|--------------------|---------------------|---|---------------------------|---------------------|
| MEALS & LODGING<br>SPOKANE  | 1 MAR - 28 FEB  | A                  | 1 NOV               | 1 DEC                                   | 1 JAN                     | 1 FEB               |
| NOON MEALS<br>SPOKANE       | 1 JUL - 30 JUN  | A                  | 1 MAR               | 1 APR                                   | 1 MAY                     | 1 JUN               |
| MEALS & LODGING<br>ST LOUIS | 1 OCT - 30 SEP  | A                  | 1 JUN               | 1 JUL                                   | 1 AUG                     | 1 SEP               |

ACTIVITY DOIM

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>                     | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|--------------------------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Maint Svc for Base Support Radio Sys | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Maint Svc for ADPE                   | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Selected Admin Svcs                  | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Mail & Distribution                  | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |

Fort Knox Reg 715-2 (6 May 97)

ACTIVITY Provost Marshal/LEA

Advanced Procurement Planning Program Schedule

| COMMODITY                          | CONTRACT PERIOD | CONTRACT *TECHNIQUE | DATE RQR DUE AT DCP | PROPOSED DATE SOLICITATION TO BE ISSUED | PROPOSED BID OPENING DATE | PROPOSED AWARD DATE |
|------------------------------------|-----------------|---------------------|---------------------|---|---------------------------|---------------------|
| Alarms Monitoring<br>Fort Knox, KY | 1 Oct-30 Sep    | B                   | 1 May               | 1 Jul                                   | 1 Aug                     | 1 Oct               |

ACTIVITY Fort Knox Community Schools

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>       | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|------------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Copier Maint           | 1 Jun-31 May           | B                          | 1 Feb                      | 1 May  | 1 Apr                            | 1 May                      |
| Schools Bus Svc        | 1 Oct-30 Sep           | B                          | 1 Jun                      | 1 Jul  | 1 Aug                            | 1 Sep                      |
| Occupational Therapist | 1 Oct-30 Sep           | B                          | 1 Jun                      | 1 Jul  | 1 Aug                            | 1 Sep                      |
| Physical Therapist     | 1 Oct-30 Sep           | B                          | 1 Jun                      | 1 Jul  | 1 Aug                            | 1 Sep                      |
| TQE Training           | 1 Oct-30 Sep           | B                          | 1 Jun                      | 1 Jul  | 1 Aug                            | 1 Sep                      |

Fort Knox Reg 715-2 (6 May 97)

ACTIVITY DPW (Supply)

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>              | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|-------------------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Plumbing                      | 1 Jan-31 Dec           | A                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Water Chemicals               | 1 Jan-31 Dec           | A                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Pebble Lime                   | 1 Jan-31 Dec           | A                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Smoking Shelters              | 1 Sep-31 Aug           | A                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Concrete                      | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| Stone                         | 1 Apr-31 Mar           | A                          | 1 Dec                      | 1 Jan  | 1 Feb                            | 1 Mar                      |
| Hot Mix Asphalt               | 1 May-30 Apr           | A                          | 1 Jan                      | 1 Feb  | 1 Mar                            | 1 Apr                      |
| Traverse Rods & Window Shades | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |

ACTIVITY DPW (Construction)

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>      | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|-----------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Repair Swimming Pools | 1 Jan-31 Dec           | A                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| Repair Flat Roofs     | 1 Apr-31 Mar           | A                          | 1 Dec                      | 1 Jan  | 1 Feb                            | 1 Mar                      |
| Repair Sloped Roofs   | 15 Apr-14 Apr          | A                          | 15 Dec                     | 15 Jan   | 15 Feb                           | 15 Mar                     |
| Exterior Painting     | 1 May-30 Apr           | A                          | 1 Jan                      | 1 Feb  | 1 Mar                            | 1 Apr                      |
| Job Order             |                        |                            |                            |  |                                  |                            |
| Contracting (JOC)     | 1 May-30 Apr           | A                          | 1 Jan                      | 1 Feb  | 1 Mar                            | 1 Apr                      |
| Concrete Placement    | 1 Jul-30 Jun           | A                          | 1 Mar                      | 1 Apr  | 1 May                            | 1 Jun                      |
| Building Demolition   | 15 Sep-14 Sep          | A                          | 15 May                     | 15 Jun   | 15 Jul                           | 15 Aug                     |
| Asbestos Removal      | 30 Sep-29 Sep          | A                          | 30 May                     | 30 Jun   | 30 Jul                           | 30 Aug                     |

Fort Knox Reg 715-2 (6 May 97)

ACTIVITY G3/DPTM

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u> | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| SQ Testing       | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| HR Pkg           | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |

ACTIVITY USAREC

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>                           | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIOUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|--|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Telephone Maint Repair Panasonic Facsimile | 1 Jan-31 Dec           | C                          | 1 Sep                      | 1 Oct  | 1 Nov                            | 1 Dec                      |
| NSNA Awards Banquet                        | 1 Apr-31 Mar           | C                          | 1 Dec                      | 1 Jan  | 1 Feb                            | 1 Mar                      |
| Fujitsu Facsimile Maint                    | 1 Apr-30 Apr           | B                          | 1 Dec                      | 1 Jan  | 1 Feb                            | 1 Mar                      |
| Monitor Army Commercials                   | 1 Oct-30 Sep           | C                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Repair GLX Telephone                       | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Repair Zenith Computers                    | 1 Oct-30 Sep           | A                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Visual Info, Fab, and Graphics             | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Repair Canon Facsimile                     | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Reproduce VideoDisc                        | 1 Oct-30 Sep           | A                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Repair Various ADPE                        | 1 Oct-30 Sep           | B                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |
| Telephones                                 | 1 Sep-31 Aug           | A                          | 1 Mar                      | 1 Apr  | 1 May                            | 1 Jun                      |
| Rings                                      | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |
| T-Shirts                                   | 1 Mar-28 Feb           | A                          | 1 Nov                      | 1 Dec  | 1 Jan                            | 1 Feb                      |

C-30

Fort Knox Reg 715-2 (6 May 97)

ACTIVITY Armor School

Advanced Procurement Planning Program Schedule

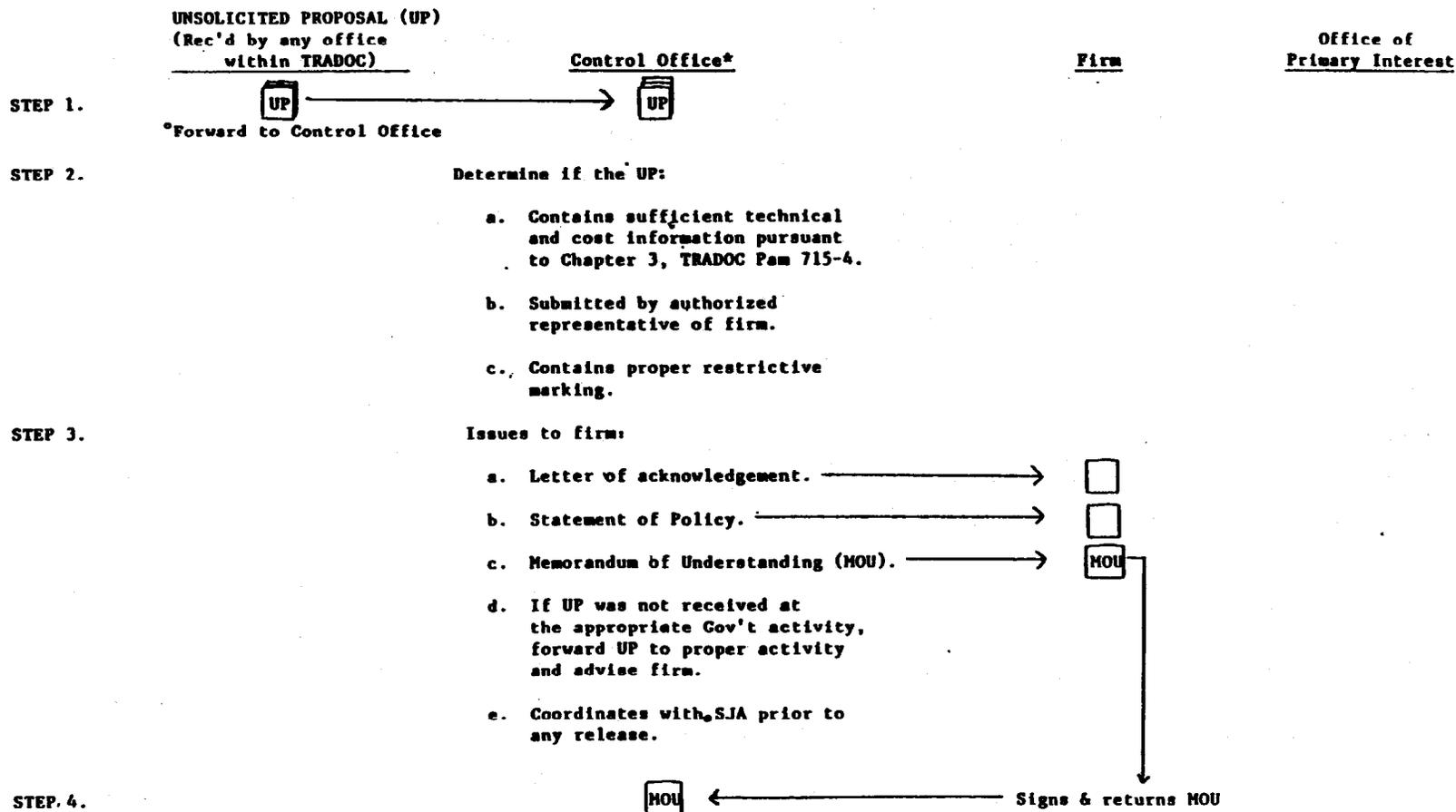
| COMMODITY                 | CONTRACT PERIOD | CONTRACT *TECHNIQUE | DATE RQR DUE AT DCF | PROPOSED DATE SOLICITATION TO BE ISSUED | PROPOSED BID OPENING DATE | PROPOSED AWARD DATE |
|---------------------------|-----------------|---------------------|---------------------|---|---------------------------|---------------------|
| Exhibits Armor Conference | 1 May-30 May    | B                   | 1 Jan               | 1 Feb                                   | 1 Mar                     | 1 Apr               |

ACTIVITY ROTC

Advanced Procurement Planning Program Schedule

| <u>COMMODITY</u>               | <u>CONTRACT PERIOD</u> | <u>CONTRACT *TECHNIQUE</u> | <u>DATE RQR DUE AT DCP</u> | <u>PROPOSED DATE SOLICITATION TO BE ISSUED</u> | <u>PROPOSED BID OPENING DATE</u> | <u>PROPOSED AWARD DATE</u> |
|--------------------------------|------------------------|----------------------------|----------------------------|--|----------------------------------|----------------------------|
| Dry Cleaning AJROTC<br>Detroit | 1 Oct-30 Sep           | A                          | 1 May                      | 1 Jun  | 1 Jul                            | 1 Aug                      |

Fort Knox Reg 715-2 (6 May 97)



DI

\*DOC: Base Operations Area of Interest  
 TRADOC Contracting Activity: Test & Eval, and Tng or Doctrine Area of Interest

**UNSOLICITED PROPOSAL (UP)  
(Rec'd by any office  
within TRADOC)**

**Office of  
Primary Interest**

**Firm**

**Control Office\***

**STEP 5.**

Upon receipt of MOU, forwards UP to the office of primary interest



\*Review and evaluate UP pursuant to para 2-1j, TRADOC Pam 715-4.

\*Coordinate with other interested org. entities.

\*Return UP to Control Office\* with:

- a. written evaluation.
- b. procurement requirement requirement package, or
- c. explanation as to reason procurement will not be executed (ex. lack of funds), or
- d. basis for rejection (ex. no organization need).



**STEP 6.**

a. Prepare solicitation and furnish to firm.  
(contract negotiations commence)



Solicitation received and negotiations initiated.

-OR-

b. If insufficient justification precludes issuance of sole source contractual action, or if UP is rejected, the proposal shall be returned to the offeror (firm) together with a letter of explanation.



SAMPLE "TRACER FOR DELIVERY" FORM

|   |  |   |                              |
|---|--|---|------------------------------|
| <b>TRACER FOR DELIVERY</b><br><small>For use of this form, see USAARMC Reg 715-2</small>  |  |   | <b>DATE</b><br>12 April 1989 |
| <b>TO</b><br>X Y Z Company<br>112 Broadway St.<br>Louisville, KY  | <b>FROM</b><br>Directorate of Contracting<br>Building 4022<br>Fort Knox, Kentucky 40121-5000 |   |                              |
| <b>REFERENCE</b>  |  |   |                              |
| <b>PURCHASE ORDER NO.</b><br>DABT23-88-M-0020   | <b>DATED</b><br>14 January 1989  | <b>PURCHASE REQUEST NO.</b><br>W22PEZ 8102-0001 | <b>VENDOR'S NO.</b>          |
| <b>INSTRUCTIONS</b><br>Records indicate the following items have not been received. Request shipment be expedited and the acknowledgment below be completed and returned immediately. |  |   |                              |
| <b>PURCHASE ORDER ITEM NUMBER</b>   | <b>DESCRIPTION</b>   |   |                              |
| 1.  | Type full description of any items not received.   |   |                              |
| 2.  |  |   |                              |
| 3.  |  |   |                              |
| <b>NAME AND GRADE (Print or type)</b><br>Contracting Officer  |  | <b>SIGNATURE</b>                                |                              |
| <b>ACKNOWLEDGMENT</b>   |  |   |                              |
| <b>TO</b>   |  |   | <b>DATE</b>                  |
| Shipment of above items <input type="checkbox"/> was <input type="checkbox"/> will be made  |  |   |                              |
| <b>DATE</b>   |  | <b>VIA</b>                                      |                              |
| <b>REMARKS</b>  |  |   |                              |
| <b>FIRM NAME (Print or type)</b>  |  | <b>SIGNATURE OF AUTHORIZED REPRESENTATIVE</b>   |                              |

SAMPLE

## CHECKLIST - PURCHASE REQUEST

Purchase Request Form: No particular form is prescribed for submitting requirements to DOC. Unless otherwise directed, the form used must be acceptable to DOC and contain all information as required by this regulation and necessary for accomplishment of the requested acquisition action.

Consolidation of Requirements: Like or similar requirements which are generated in a single day (emergencies and high priorities excluded) must be consolidated, when practicable, on a single purchase request.

Preparing the Purchase Request

\_\_\_\_\_ Purchase Request Number - Each request must be numbered in a manner that requires minimum efforts for administrative control and which is acceptable to DOC, requesting activity, and Finance and Accounting Division. Purchase requests submitted in one FY for a subsequent FY requirement will be assigned a number from the subsequent FY purchase request register. Funds for the next FY are normally certified "subject to availability of funds."

\_\_\_\_\_ Date of Preparation

\_\_\_\_\_ Name of Requesting Activity

\_\_\_\_\_ Delivery Point(s)

\_\_\_\_\_ Required Delivery Date(s) - (Paragraph 7.1.1)

\_\_\_\_\_ Local Purchase Authority - (Also, Paragraph 8.7.1 and 8.7.1.1)

\_\_\_\_\_ Availability of Funds (Paragraph 1.6.1)

\_\_\_\_\_ National Stock Number - If not stock numbered, Federal supply classification should be shown.

\_\_\_\_\_ Place of Inspection and Acceptance (Paragraph 46.4)

Describing Requirements:

\_\_\_\_\_ Reference to Specifications (Paragraph 10.0.2)

\_\_\_\_\_ Purchase Description (Paragraph 10.0.3)

\_\_\_\_\_ Performance Work Statement (Paragraph 10.0.4)

\_\_\_\_\_ Construction (Paragraph 10.0.5 and 36.2)

\_\_\_\_\_ Exchange Personal Property (Paragraph 10.0.6 and 17.7)

Supporting Justification and Documentation:

\_\_\_\_\_ Authority to Advertise in Newspaper (Paragraph 5.5)

\_\_\_\_\_ Books and Periodicals (Paragraph 10.0.8)

\_\_\_\_\_ Foreign Origin - Multiple Source Federal Supply Schedule (Paragraph 8.4.1b)

\_\_\_\_\_ Government Property (Paragraph 45.3)

\_\_\_\_\_ Hazardous Material Certification (Paragraph 23.3)

\_\_\_\_\_ Independent Government Estimate (Paragraph 15.8 and 36.2.1)

\_\_\_\_\_ Known Sources of Supply (Paragraph 60.2)

\_\_\_\_\_ Lease of Equipment (Paragraph 7.4)

\_\_\_\_\_ Leasing of Motor Vehicles (Paragraph 8.11)

\_\_\_\_\_ Liquidated Damages (Paragraph 12.2 and 36.2.2)

\_\_\_\_\_ Multiple Sources - Federal Supply Schedule (Paragraph 8.4.1)

\_\_\_\_\_ Recommendation For Other Than Full and Open Competition (Paragraph 6.3.1)

\_\_\_\_\_ Service Contract Act Requirement Over \$2,500 (Paragraph 22.10)

\_\_\_\_\_ Similar Requirement - Federal Supply Schedule (Paragraph 8.4.e)

\_\_\_\_\_ Statutory Cost Limitations (Paragraph 36.2.3)

\_\_\_\_\_ Urgent Requirement - Federal Supply Schedule (Paragraph 8.4.a)

\_\_\_\_\_ Used or Reconditioned Items (Paragraph 10.0.7)

\_\_\_\_\_ Waiver of Buy American Act (Paragraph 25.1)

\_\_\_\_\_ Warranty (Paragraph 46.7)