

# **Subpart 1401.70 - Acquisition Reviews**

**Parent topic:** PART 1401 - DEPARTMENT OF THE INTERIOR ACQUISITION REGULATION SYSTEM

## **1401.7000 Scope of subpart.**

This subpart sets forth requirements for review and approval of contract actions and the conduct of acquisition management reviews.

## **1401.7001 Review and approval of contract actions.**

### **1401.7001-1 Review and approval by Assistant Secretaries.**

Contract actions shall be reviewed and approved by Assistant Secretaries as prescribed in 211-255 DM. Their approvals shall be obtained before requesting any other approvals prescribed in the DIAR.

### **1401.7001-2 Legal review by the Office of the Solicitor.**

The Office of the Solicitor (SOL) will review for legal sufficiency selected types and portions of contract actions from Bureaus and offices as required by the FAR, DIAR, and Department-wide policy. COs may request SOL advice or guidance on acquisition-related matters at any time. Matters related to legal sufficiency reviews that cannot be resolved between the respective CO and SOL Attorney-Advisor must be submitted for resolution to the HCA and the Assistant Solicitor for Acquisitions and Intellectual Property, Washington, DC.

### **1401.7001-3 Administrative review and approval by bureaus and offices.**

(a) Administrative review and approval requirements for contract actions shall be established by the HCA and issued as internal bureau procedures. At a minimum, the review and approval requirements must address a representative percentage of the overall contract actions within a bureau/office. The procedures shall include:

- (1) Identifying the type and dollar amounts of the actions to be reviewed based on the volume and nature of the contracting office workload;
- (2) Designating the stage(s) in the acquisition process when the review(s) shall be performed;
- (3) Establishing review and approval levels based on the type and dollar amount of the action and the capabilities of the reviewing office;

(4) Specifying what information is required to review the action, which includes creating a review and approval form and mechanism for following up on the correction of deficiencies noted in the review; and

(5) Providing for periodic review of procedures and revision as required, to assure necessary controls are maintained.

## **1401.7001-4 Acquisition performance measurement systems.**

(a) The acquisition performance measurement system is a three-pronged approach that includes self assessment, statistical data for validation and flexible quality reviews and assessment techniques. This system is required to:

(1) Evaluate the effectiveness and efficiency of bureau and office acquisition systems;

(2) Assess the adequacy of policies, procedures and regulations governing the acquisition process; and

(3) Identify and implement changes necessary to improve the systems.

(b) HCA's are responsible for ensuring contracting activity compliance with law and regulations through the review and oversight process.

## **1401.7001-5 Acquisition Management Reviews.**

Acquisition Management Reviews (AMRs) are to be conducted using the Government Accountability Office's (GAO) "Framework for Assessing the Acquisition Function at Federal Agencies" available at <http://www.gao.gov/new.items/d05218g.pdf>.