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5817.7405 Plans and Reports

(S-90) *Processing*. The PS2 Contract Policy & Operations Division will track the processing of UCAs from providing a UCA Tracking Number to reviewing the final negotiated agreement, at all dollar values. UCAs valued at greater than \$5M will be reported to the Director, Defense Pricing and Contracting (see [DFARS 217.7405](#) & [DFARS PGI 217.7405](#)) in accordance with the DISA Consolidated UCA Management Plan. Contract data shall be maintained in the format required by the spreadsheet referenced in [DFARS PGI 217.7405\(2\)\(ii\)](#). PS2 will track approval of the UCA by the HCA, and upon approval, retain a copy of the approved UCA Request for Approval and the UCA D&Fs to complete the bi-annual report.

(S-91) *Review*. The contracting officer shall obtain a review of the proposed profit/fee from [PS842, Cost and Pricing Branch](#). A UCA Tracking Number shall be obtained from [PS21, Contract Policy Branch](#). A compliance review of the final negotiated agreement shall be obtained from the [PS22, Contract Operations Branch](#) prior to definitization.

(S-92) *Management Plan (D&F)*. All UCAs are required to adhere to the 'Consolidated UCA Management Plan' required by [DFARS PGI 217.7405\(2\)\(i\)](#). Before entering into any UCA, Contracting Officers shall obtain HCA approval (see [DARS 5817.7404-1](#)). Prior to definitization, Contracting Officers shall satisfy the requirements of the UCA Management Plan by executing a D&F for HCA approval, (which shall be maintained in the contract file. The D&F template is located in [DARS PGI 5817.7405\(S-91\)](#)).

Parent topic: [SUBPART 5817.74 - UNDEFINITIZED CONTRACT ACTIONS](#)