

THE UNITED STATES ARMY CORPS OF ENGINEERS (USACE) GUIDANCE FOR THE SELECTION OF TASK ORDERS ON ARCHITECT-ENGINEER INDEFINITE DELIVERY CONTRACTS (IDC)

USACE Directorate of Contracting

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US Army Corps
of Engineers®





UNITED STATES ARMY CORPS OF ENGINEERS UPDATED PROCEDURES FOR THE SELECTION OF TASK ORDERS ON A&E ACQUISITIONS



- The purpose of the guidance is to reinforce requirements and specify procedures for the selection of an Architect- Engineer (A-E) contractor under a multiple-award task order contract (MATOC). Guidance was issued to ensure compliance with the Brooks Act and FAR requirements. Updated guidance to further clarify the selection of task orders will be issued next week.
- By statute and regulation, the Government may use a multiple-award task order contract (MATOC) to procure A-E services only if the Government places all task orders consistent with the procedures in FAR Subpart 36.6.



TASK ORDER REQUIREMENT NOTICE



Step occurs regardless of the process used. No difference in time.

Timeline varies depending on the process used by the individual USACE District.

Steps occur regardless of the process used. No difference in time.

	Step 1	Step 2				Step 3	Step 4	Step 5	Step 6	Step 7
Pre-TORN Process		Varying, inconsistent methods used across USACE to select the most technically qualified firm from the MATOC holders.								
TORN Process	USACE develops the requirements.	Step 2.a USACE develops the TORN.	Step 2.b TORN is issued to the AE firms in the MATOC.	Step 2.c AE firms submit responses to the TORN.	Step 2.d USACE evaluates the responses and identifies the most technically qualified AE firm.	USACE issues the Request for Price/Cost Proposal to the selected AE firm.	USACE evaluates AE's price/cost proposal and develops pre-negotiation memorandum.	USACE negotiates with the AE firm.	AE submits revised price/cost proposal.	USACE develops price negotiation memorandum and issues award.

Est. 1 to 6 days.

Est. 1 day.

Est. 3 to 7 days.

Est. 3 to 7 days.

Step 2 with the TORN process should take from 8 days to no more than 21 days to complete.



PARTNERSHIP WITH INDUSTRY ASA (ALT) TIGER TEAM



- The US Army Corps of Engineers partnered with Industry to review the way we conduct our A&E acquisitions to see if collectively we could find common ground to improve the way we do business. Our team focused on the recent guidance that we put out to the field on how to conduct A&E acquisitions to include an in-depth review of the Task Order Requirement Notification (TORN) process. We had great dialogue with Industry and came up with 5 focus areas that we feel will improve the process for both Industry and USACE.
- Our Industry partners were: Miro Kurka, Bob Keyser and Joseph Corrigan (SAME, ACEC).
- USACE and DASA(P) partners: John (Jake) Jacobson, Denver Heath (Contracting), Kenneth Simmons, Amanda Pommerenck (Military Program/A&E Community), Parag Rawal and Tom Warren (OC), and Jessica Bursey (DASA(P)).



PARTNERSHIP WITH INDUSTRY ASA (ALT) TIGER TEAM



The AST(ALT) Tiger Team agreed upon improvements to the way USACE awards A&E acquisitions.

- 1) We continue with the Task Order Requirement Notification. Both Industry and the Government agree it is beneficial for all parties to know that the government has a new requirement (task) that the government wants to select (Order) a Contractor to accomplish the work.
- 2) The Government will notify the contractors on the MATOC if the acquisition process is taking longer than normal and give an explanation as to why this is the case. Both Industry and the Government agree it is beneficial for all parties to keep everyone informed on the status of any on-going acquisition. The District/Center will establish a timeline for each A&E acquisitions. The timeline should be realistic. The District/Center will place the schedule for selection and award within the TORN.
- 3) Notify all contractors when the government makes a selection for the most qualified firm and when the government awards a Task Order.
- 4) Inform the contractors when the government has sufficient information on hand (SF330 and other information) to make a determination as to which is the most qualified firm to accomplish the work and permit contractors to submit additional relevant information. The contractor will have five days to submit additional information in response to the TORN.
- 5) The government and Industry will educate all those involved in the acquisition process on how we determine who is the most qualified. What information is needed to make this determination.