



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

PROCUREMENT MEMORANDUM 99-03-2

September 28, 1999

MEMORANDUM FOR Heads of Contracting Offices

FROM: Christine Makris, Director
Acquisition Policy and Programs
Office of Acquisition Management

SUBJECT: Amendment 2 to PM 99-03 - Further Extension of SBA-DOC MOU,
Streamlined 8(a) Contracting Procedures

As provided in Procurement Memorandum 99-03 dated February 19, 1999, the Department entered into a Memorandum of Understanding with the U.S. Small Business Administration in May 1998, to streamline and delegate authority to Commerce for making direct 8(a) contract awards. Amendment 1 to PM 99-03, issued May 5, 1999, advised that the MOU was extended from May 6 through September 30, 1999 without change.

Once again, DoC has agreed to extend the MOU without change from October 1, 1999 through January 31, 2000, to give SBA additional time to develop a single government-wide, uniform MOU and to elicit feedback on the program from federal agencies who have entered into similar agreements with SBA.

In this regard, DoC's Office of Small and Disadvantaged Business Utilization (OSDBU) requests the following information from HCOs by October 20, 1999:

1. Any issues, problems or concerns you have had with the MOU;
2. Whether or not the delegation has reduced contract-processing time; and
3. Any other ways in which the delegation has facilitated, simplified or improved your ability to make contract awards to 8(a) portfolio members.

Please send this information to OSDBU's Ramona Jones at (202) 281-1472 or RJones1@doc.gov by October 20, 1999. OSDBU will compile and report DoC's feedback to SBA.

Please also remind your staff to timely and accurately record contract actions entered into under this MOU. CPDS and the Individual Contract Action Report (CI-409) were amended in December (see PM 99-01) to capture MOU actions as "Item 1., Streamlined Contracting Procedures," under Block 32, Preference Program. Pre-MOU 8(a) contract actions continue to be coded "Item B., 8(a) Contract Award" under Block 32.

If you have any questions, please refer them to Nancy Barrere (202) 482-5519 or Ramona Jones (202) 482-1472.