PROCUREMENT MEMORANDUM 2008-06

INFORMATION

MEMORANDUM FOR: HEADS OF CONTRACTING OFFICES

FROM: Helen Hurcombe
Senior Procurement Executive and
Director for Acquisition Management

SUBJECT: Task Order and Delivery Order Ombudsman

Background
Federal Acquisition Regulation Subpart 16.5 requires agencies to designate an official who is independent of the contracting officer to serve as task order and delivery order ombudsman. The ombudsman is responsible for reviewing complaints from contractors and ensuring they are afforded a fair opportunity to be considered, consistent with the procedures in the contract.

Purpose
The purpose of this Procurement Memorandum is to provide information on designation of the Department of Commerce task order and delivery order ombudsman.

Ombudsman Designation
In accordance FAR Subpart 16.5, the authority to serve as task order and delivery order ombudsman for the Department of Commerce has been delegated to Ms. Barbara Fallat. Task and delivery order ombudsman issues shall be directed to Ms. Fallat at:

Barbara Fallat
Director, Risk Management Division
Office of Acquisition Management
1401 Constitution Ave., NW Room 1854
Washington, DC 20230
202-482-3780
bfallat@doc.gov

Questions regarding this Procurement Memorandum shall be directed to Virna Evans at vevans@doc.gov or 202-482-3463.
MEMORANDUM FOR: Barbara Fallat  
Director, Risk Management Division  
Office of Acquisition Management  

FROM: Helen Hurcombe  
Senior Procurement Executive  

SUBJECT: Delegation of Authority: Task Order and Delivery Order Ombudsman  

1. Delegation  

Under the authority vested in me as Senior Procurement Executive (PE) for the Department of Commerce and in accordance with Department Administrative Order 208-2 and Commerce Acquisition Manual 1301.70, you are hereby delegated authority to serve as the Task Order and Delivery Order Ombudsman for the Department of Commerce in accordance with Subpart 18.5 of the Federal Acquisition Regulation (FAR).  

As Task Order and Delivery Order Ombudsman for the Department, you are responsible for reviewing complaints from contractors and ensuring they are afforded a fair opportunity to be considered, consistent with the procedures in the contract.  

2. Limitation  

This authority is non-delegable.  

3. Duration and Effective Date  

This delegation will remain in place until rescinded, amended, or superseded. The effective date is September 30, 2008.