

AMS CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 14-79

Date Received: Sep 23, 2014

Title: Contract/OTA Organization File Checklist

Initiator Name: Joshua Fletcher

Initiator Organization Name / Routing Code: Policy Procurement Branch/AAP-110

Initiator Phone: 202-267-4267

ASAG Member Name: Eugene Scott

ASAG Member Phone: 202-267-3207

Guidance and Policy must be submitted with separate CR coversheets

Policy

Or

Procurement Guidance

Real Estate Guidance

Other Guidance

Summary of Change:

Change of name of checklist from Contract Organization and File Content Checklist to Contract/OTA Organization File Checklist

Reason for Change:

To identify a checklist for the use during Other Transaction Agreement process for the efficiency and integrity of the process

Development, Review, and Concurrence:

AAQ-1, AAQ-2, AAQ-200, AAQ-300, AAQ-400, AAQ-500, AAQ-600, AAQ-700, ACQ-20, AAP-100, AAP-110, AAP-500, AGC-520

Target Audience:

Acquisition workforce

Briefing Planned: No.

ASAG Responsibilities: None.

Section / Text Location:

Procurement Toolbox, Procurement Forms

The redline version must be a comparison with the current published FAST version.

I confirm I used the latest published version to create this change / redline

Or

This is new content

Links:

http://fast.faa.gov/ProcurementToolboxForms.cfm?p_title=Functions, (Procurement Forms Section)

Attachments:

Redline and final.

Other Files:

N/A