

AMS CHANGE REQUEST COVER SHEET

Change Request Number: 11-51

Date Received: 7/20/11

Title: Remove Contracting Officer Warrant Forms

Initiator Name: David Lankford

Organization Name and Routing Symbol: AJA-A1

Telephone: x78407

ASAG Member: David Lankford

Telephone Number: x78407

Policy OR Guidance: Guidance

Affected Section/Text Location: Procurement Forms

Summary of Change: Remove the below documents from Procurement Forms at

http://fast.faa.gov/ProcurementToolboxForms.cfm?CFID=3708561&CFTOKEN=78643122&p_title=Functions

Delegation of Procurement Authority (DPA) (excluding purchase card program)	6/2011
Warrant - Blank	4/2009
Warrant - Limited without Cooperative Agreement or Other Transaction Authority	4/2009
Warrant - Unlimited with Cooperative Agreement or Other Transaction Authority	4/2009
Warrant - Unlimited without Cooperative Agreement or Other Transaction Authority	4/2009

Reason for Change: The Acquisition Career Manager, who oversees contracting officer warrants and delegation of procurement authority, requested that blank certificate of appointment forms be removed from FAST to avoid forms being downloaded and erroneously signed by other than the Acquisition Executive.

Development, Review, and Concurrence: AJA-A3, AJA-A11

Target Audience: Contracting workforce

Potential Links in FAST for the Change: None.

Attachments: Proposed change attached

Briefing Planned: No

ASAG Responsibilities: None

FAST Version 10/2011

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