

## AMS/FAST CHANGE REQUEST (CR) COVERSHEET

**Change Request Number:** 20-34

**Date Received:** 4/17/20

**Title:** Update to Guidelines for Service Analysis and Strategic Planning & Concept and Requirements Development

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**Initiator Name:** Hugene Fields

**Initiator Organization Name / Routing Code:** Integrated System Engineering Branch, ANG-B13

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**ASAG Member Name:** Hugene Fields

**ASAG Member Phone:** (202) 267-1550

**Policy and Guidance:** (check all that apply)

- Policy
- Procurement Guidance
- Real Estate Guidance
- Other Guidance
- Non-AMS Changes

**Summary of Change:**

Assorted updates to capture organizational changes and stakeholder comments. Includes changes to process flowcharts.

**Reason for Change:**

Current Guidelines document has not been updated in nearly 3 years. Updated document to capture organizational changes, new ACAT types, minor verbiage and format changes, and stakeholder comments.

**Development, Review, and Concurrence:**

Stakeholder organizations providing comments include AAP-130, ADE-210, AIS-200, AJI-221, ANG-B1, ANG-B12, ANG-B13, ANG-C5, ANG-C11, and AVS. Updates briefed to the ARB, TRB, FEAB, AEAB, and ASAG with opportunity to comment.

**Target Audience:**

Aquisition Workforce

**Briefing Planned:** The ASAG was initially briefed on February 18th, 2020.

**ASAG Responsibilities:** Electronic review and approval.

**Section / Text Location:**

F&E Capital Assets - [https://fast.faa.gov/NFFCA\\_ServiceAnalysis\\_StrategicPlanning.cfm](https://fast.faa.gov/NFFCA_ServiceAnalysis_StrategicPlanning.cfm)

**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:**

The entire guidelines document located at '<https://fast.faa.gov/docs/crdguidelines.pdf>' should be replaced with version 8.

**Attachments:**

Redline draft, publishable draft (redlines accepted), and flowchart files attached.

**Other Files:**

The two flowcharts in the guidelines document also appear in AMS Sections 2.3 and 2.4, as well as on the flowcharts section of FAST. The new flowcharts will need to replace the former ones at each of these locations.