



DEPARTMENT OF THE TREASURY
WASHINGTON, D.C. 20220

Procurement
Instruction
Memorandum
No. 99-10
Sept. 23, 1999

MEMORANDUM FOR BUREAU CHIEF PROCUREMENT OFFICERS

FROM: Corey M. Rindner, Director *Corey Rindner*
Office of Procurement

SUBJECT: DTAR Change 98-08, Technical Change to DTAR 1005.202(b)(1)

Note: This is a technical clarification to DTAR Change 98-04, issued 12/30/98.

Purpose: This DTAR Change clarifies the intent of the synopsis waiver at DTAR 1005.202(b)(1). The language now reflects the intent of the synopsis waiver requirement for small business set-asides.

Effective Date: This requirement has been effective since December 30, 1998.

Expiration Date: This PIM will expire when canceled or superseded.

Background: OP issued PIM 98-11, DTAR Change 98-04 on December 30, 1998. The PIM included the Departmental waiver and the DTAR change. Upon review, however, the DTAR language, when read without the waiver, did not include all of the requirements of the waiver. This PIM is hereby issued, so that bureau procurement staff can readily assess the waiver requirement without referencing the PIM.

Action:	Remove DTAR pages:	Insert DTAR pages:
	5-1 through 5-2	5-1 through 5-2

Questions may be directed to Angelie Jackson at (202) 622-0245.

Department of the Treasury Acquisition Regulation (DTAR)

**PART 1005 - PUBLICIZING
CONTRACT ACTIONS**

Subpart 1005.2 -- Synopses of Proposed Contract Actions

- 1005.202 Exceptions.
- 1005.207 Preparation and transmittal of synopses.

Subpart 1005.3 -- Synopses of Contract Awards

- 1005.301 General.

Subpart 1005.4 -- Release of Information

- 1005.403 Requests from Members of Congress.
- 1005.404 Release of long-range acquisition estimates.
- 1005.404-1 Release procedures.

Subpart 1005.5 -- Paid Advertisements

- 1005.502 Authority.

Subpart 1005.2 -- Synopses of Proposed Contract Actions

- 1005.202 Exceptions.

(a) A copy of the determination will be retained in the contract file.

(b) Authority to make the required determination is delegated to the SPE. Submit requests per 1001.7000(a). Retain determination in the contract file.

(1) The Department has waived the requirement for advance CBD notices for small business set-asides between \$25,000 and the simplified acquisition threshold, where the following circumstances apply:

(i) the acquisition is for services, of which supply items are expected to constitute less than 20 percent of the value of the contract;

(ii) a minimum of five small businesses, which includes, if available, at least one small disadvantaged and one women-owned firm, are solicited; and

(iii) if practicable, two sources not included in the previous solicitation for the same services are solicited. (See PIM 98-11, including the SPE waiver dated December 30, 1998)

- 1005.207 Preparation and transmittal of synopses.

(b)(4) Each synopsis shall include "Department of the Treasury (DY)" and name of the bureau.

Subpart 1005.3 -- Synopses of Contract Awards

1005.301 General.

(a) Document the contract file if the CO decides not to synopsize an award not likely to result in the award of subcontracts.

(b) Document the contract file with the reason why a contract award was not synopsized.

Subpart 1005.4 -- Release of Information

- 1005.403 Requests from Members of Congress.

(a) BCPO's, without redelegation, shall provide prompt written notification of all Congressional inquiries regarding acquisitions to the SPE.

- 1005.404 Release of long-range acquisition estimates.

- 1005.404-1 Release procedures.

Heads of bureaus are authorized to release long-range acquisition estimates.

Subpart 1005.5 -- Paid Advertisements

- 1005.502 Authority.

(a) Other statutes or laws may grant

Department of the Treasury Acquisition Regulation (DTAR)

separate authority for paid advertisements. Heads of bureaus or their designees are authorized to approve procurement of paid advertising for supplies or services. Paid advertising for personnel recruitment notices shall have the concurrence of the bureau personnel officer or designee. No advertisement shall be placed in a newspaper published and printed in the District of Columbia unless the supplies or services will be furnished, or labor performed, in the District of Columbia or adjoining counties in Maryland or Virginia.