



United States
Department of
Agriculture

Office of the
Assistant Secretary
for Management

Departmental
Administration

Office of
Contracting and
Procurement

Procurement
Operations Division

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TO: All Mission Area Senior Contracting Official's Contracting Employees

FROM: Richard R. Jiron
Mission Area Senior Contracting Official

SUBJECT: AOP Number 25: Procurement Review Program – Fiscal Year 2018
Contract Awards Valued at \$50 Million and Greater

In accordance with Acquisition Operating Procedure (AOP) Number (No.) 25, Procurement Review Program, an internal review was performed on the Procurement Operations Division's (POD) Fiscal Year (FY) 2018 contract awards valued at \$50 million and greater. The Federal Procurement Data System (FPDS) Award Detail Report, Integrated Acquisition System (IAS) Billing Report and POD Review logs were examined to determine contract actions meeting this threshold. A total of eight (8) contract actions and associated files were reviewed.

I have reviewed the attached reports and concur with the recommendations and findings. The Procurement Analysts will prepare and/or update existing procedural guidance to comply with the recommendations.

Please contact Brinder Billups at Brinder.Billups@usda.gov or 202-720-8946 with any questions regarding this matter.

Attachment