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**Acquisition**

**COMPETITION AND COMMERCIAL  
ADVOCACY**

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***SUMMARY OF REVISIONS***

**This document is substantially revised and must be completely reviewed.**

AFPD is revised to incorporate changes resulting from acquisition streamlining and added emphasis on commercial practices. It is retitled "Competition and Commercial Advocacy".

- 1.** The Air Force mission requires quality products and services at the best value. Competition in contracting is an effective strategy to meet this objective. The following establishes Air Force competition advocacy policy to get the best value in meeting the Air Force mission.
- 2.** Whenever appropriate the Air Force will use effective competition strategies and commercial practices to obtain the best technical solution, quality, schedule, and price attainable. Air Force activities will conduct market research to determine whether commercial items or nondevelopmental items are available that could meet the agency's requirements. When available, activities will acquire commercial items or nondevelopmental items using applicable commercial practices. Competition and commercial practices will be used whenever it is consistent with the overall acquisition strategy.
- 3.** The Air Force encourages the use of competition and commercial practices at all organizational levels. Competition and commercial practices will be addressed during all aspects of acquisition planning, to include forums such as Acquisition Strategy Panels.
- 4.** The following responsibilities and authorities are established:
  - 4.1.** The Deputy Assistant Secretary (Contracting) (SAF/AQC), as the Air Force Competition Advocate General: 1) is responsible for overall policy and guidance on Competition Advocacy in the Air Force; 2) ensures Air Force policies and procedures encourage effective competition in contracting; 3)

manages the competition program for the Air Force; and 4) ensures Air Force policies and procedures emphasize use of commercial items and practices.

4.2. The Commander of each procuring activity (listed in Air Force Federal Acquisition Regulation Supplement 5306.304-90) will designate a Competition Advocate.

4.3. Unit-level acquisition and requirements personnel will ensure that all unit requirements are stated in the least restrictive manner to allow for effective competition and use of commercial practices in satisfying those requirements.

5. This policy applies to all major commands (MAJCOM), field operating agencies (FOA), and direct reporting units (DRU). It applies to US Air Force Reserve units and members, but not to Air National Guard units or members.

6. This directive carries out requirements and policies in the Federal Acquisition Regulation (FAR) Part 6. It also implements statutory requirements contained in the *Competition in Contracting Act*, Public Law 98-369, as amended for Competition Advocates as directed by SAF Order 650.3.

7. This directive is implemented by Air Force Instruction 63-301.

8. See **Attachment 1** for measures of compliance with policy.

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Assistant Secretary of the Air Force  
(Acquisition & Management)

## **Attachment 1**

### **MEASURING AND DISPLAYING COMPLIANCE WITH POLICY**

**A1.1.** All MAJCOMs, FOAs and DRUs that acquire supplies and services will measure compliance with this policy monthly and annually. For procurement actions over \$25,000, they will record Total Contract Dollars Competitively Awarded and Total Number of Contract Actions Competitively Awarded on DD Form 350, Individual Contracting Action Report (RCS: DD-A&T(M) 1014). They will then determine the percentage of total contract dollars applied to competitive awards, and compare that percentage to the goal described below. By the end of the fiscal year, this percentage should be the same as, or higher than, the assigned competition goal.

**A1.2.** SAF/AQ assigns each MAJCOM, FOA and DRU an annual competition goal based on the ratio of total contract dollars projected to be obligated by competitive awards to total dollars projected to be obligated on all contracts for the fiscal year. For the Air Force's annual competition goal, it uses the same ratio of projected competitive dollars to total contract dollars for the entire Air Force. Both goals are expressed as a percentage.

**A1.3.** The Competition Advocate General also uses DD Form 350 data to compile a percentage based on the ratio of total contract actions competitively awarded to the total contract actions awarded. The Air Force compiles this percentage only for each MAJCOM, FOA and DRU, so the Air Force can monitor competition performance.

**A1.4.** The measurement charts will display prior Air Force percentages for Total Contract Dollars Competitively Awarded and Total Number of Contract Actions Competitively Awarded, which have established a trend toward competition for all contract actions and dollars. See figures A1.1 and A1.2.

Figure A1.1. Sample Metric of Air Force Contract Dollars Completed.

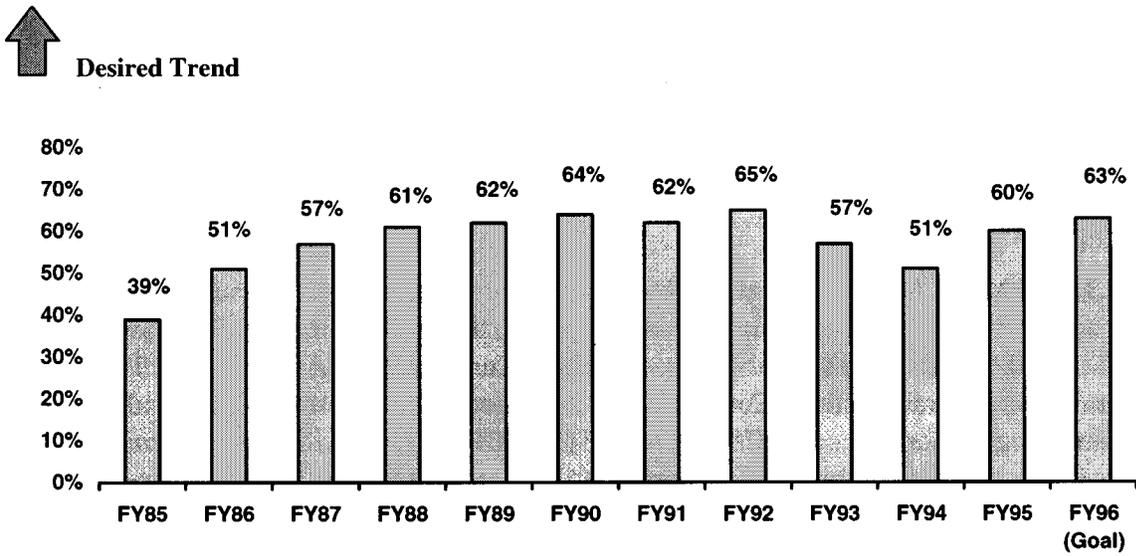


Figure A1.2. Sample Metric of Air Force Contract Actions Completed.

