



DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY FIRES CENTER OF EXCELLENCE AND FORT SILL  
455 MCNAIR AVENUE, SUITE 113  
FORT SILL, OKLAHOMA 73503

ATZR-CB

2 November 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fires Center of Excellence (FCoE) Approval Thresholds for Acquisition Management and Oversight (AMO) Packages

1. Reference. TRADOC Regulation 5-14, Acquisition Management Oversight 14 February 2018
2. Purpose. To provide policy and thresholds for approving the acquisition of services and supplies within the FCoE.
3. Responsibilities. Commanders and Directors will ensure internal procedures are in place to provide for the staffing and approval of AMO packages as outlined below. Commanders and Directors will endorse the TRADOC Form 5-14 (Page 2, Block G) in the TRADOC Contract Database (TCD) prior to staffing the AMO packet through the G8; this endorsement authority can be delegated to the Deputy Commander/Deputy Director (O5/GS14) only in the absence of the Commander/Director.
  - a. Services. All AMO packages for acquisition of services and supplies that include any touch labor (any hands-on services provided by a contractor) regardless of cost or method of payment, which result in a formal contract, will be staffed through the G8 for approval using TRADOC Form 5-14 (Page 2, Block J). The following thresholds will be utilized:
    - (1) LEVEL 1: All service requirements below the Simplified Acquisition Threshold (SAT) (currently <\$250K). All Commandants regardless of rank. Directorate level – Director or equivalent in the grade of O-6, General Schedule (GS) (to include GG) 15s or higher. Approval may not be delegated lower than the grade of O-6, GS-15 (to include GG).
    - (2) LEVEL 2: All service requirements SAT (currently \$250K) < \$10M. Approval authority will be DtCG/SES. Approval may not be delegated lower than DtCG/SES.
    - (3) LEVEL 3: All service requirements \$10M < \$250M. TRADOC DCS, G8, or the CG, CAC. Further Delegation required by the TRADOC Commanding General approval. Approval for all service requirements  $\geq$  \$250M is TRADOC DCG/CofS.

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b. Supplies. All AMO packages for acquisition of supplies will be staffed through the G8 for approval based on the aggregate contract amount utilizing the following thresholds:

(1) LEVEL 0: All supply requirements below the SAT (<\$250K). All supply/product requirements that result in the issuance of a contract by a contract activity require AMO approval. All conferences regardless of cost require AMO approval. All supply/product requirements procured through S2P2 do not require AMO approval. Approval level is commandants regardless of rank, assistant commandants/ commanders/ deputy commanders/chiefs of staff or HQ staff principals in the grade of O-6, GS-15, or higher.

(2) LEVEL 1: All supply requirements SAT (currently \$250K) < \$5M. Approval authority will be all Commandants regardless of rank, GO/SES.

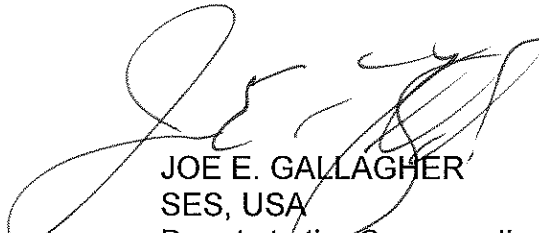
(3) LEVEL 2: All supply requirements \$5M < \$10M. Approval authority will be DtCG/SES. Approval may not be delegated lower than DtCG/SES

(4) LEVEL 3: All supply requirements \$10M < \$250M. TRADOC DCS, G-8, or the CG, CAC. Further delegation required by the TRADOC Commanding General approval. For all supply requirements  $\geq$  \$250M, the approval authority is TRADOC DCG/CofS.

c. Offloads. All request for offload (service/supply) require an offload justification memorandum. The signature authority for the offload justification memorandum is GO/SES.

4. This policy memorandum will remain in effect until superseded or revoked.

5. The point of contact is the Directorate of Resource Management Acquisition Management Branch Chief, Mr. Jim Williams, at (580) 442-4770, or email at [james.b.williams23.civ@mail.mil](mailto:james.b.williams23.civ@mail.mil).



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DISTRIBUTION:  
All FCoE Commanders/Commandants/Directors