



## DEFENSE CONTRACT MANAGEMENT AGENCY

3901 A. AVENUE, BUILDING 10500  
FORT LEE, VIRIGINA, 23801-1809

January 4, 2022

### MEMORANDUM FOR COMPONENT HEADS

SUBJECT: DCMA Policy-Type Memorandum 22-001, "Negotiation Intelligence Procedures"

References: DCMA Manual 501-01, "Policy Issuances Procedures," April 13, 2017  
DCMA Manual 2401-01, "Negotiation Intelligence Procedures," January 3, 2021,  
as amended  
DoD Directive 5105.64, "Defense Contract Management Agency (DCMA),"  
January 10, 2013  
General Order FY22-01, September 15, 2021

**Purpose.** This DCMA Policy-Type Memorandum (DCMA-PTM) updates responsibilities in DCMA Manual (DCMA-MAN) 2401-01, "Negotiation Intelligence Procedures," to align with the organizational changes within the Cost and Pricing Regional Command (CPRC).

- Adds new responsibilities to the Group Directors in the Pricing Division of the CPRC
- Replaces assignment of actions in Section 4 from "Contract Management Office (CMO)" to the "Pricing Team"
- Removes the requirement in Section 4 for pricing teams to notify the Cost and Pricing Regional Command for proposals exceeding \$250 million

**Applicability.** This DCMA-PTM applies to all DCMA activities unless higher-level regulations, policy, guidance, or agreements take precedence.

**Policy.** It is DCMA policy to provide quality and timely field pricing, negotiation, preaward survey, and early acquisition engagement support to the DoD and non-DoD Federal agencies and departments, and other DCMA activities in order to ensure fair and reasonable contract prices.

### **Responsibilities.**

- Group Directors, Pricing Division, Cost and Pricing Regional Command will:
  - Serve as the approval authority for cancellations of pricing requests without customer concurrence

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- Ensure that actions assigned to the “CMO” in DCMA-MAN 2401-01 are completed by the assigned “pricing team”
- Inform pricing teams that the requirement to report proposals exceeding \$250 million as required by Paragraph 4.2.b.(1)(a) is no longer required
- Pricing Team(s) will:
  - Perform the duties assigned to the “CMO”

**Procedures.** The procedures for pricing requests performed in Special Programs and DCMA International is unchanged. For pricing requests performed within the CPRC:

- The Group Directors, Pricing Division, will act in lieu of the “CMO Contracts Directors” for the cancellation process in Paragraph 4.3.d.(2).
- All responsibilities that were previously assigned to the “CMO” in Section 4 of the DCMA-MAN 2401-01 are now assigned to the pricing team within the CPRC. These may be performed by the pricing case point of contact or pricing team lead.

**Labor Codes.** Located on Resource Page

**Resource Page.** <https://360.intranet.dcma.mil/Sites/Policy/NI/SitePages/Section%204.aspx>

**Releasability.** Cleared for public release.

**Effective.** This PTM is effective immediately and will be incorporated into DCMA-MAN 2401-01, “Negotiation Intelligence Procedures.” It will expire 12 months from the date of issuance.

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