

APPENDIX H
ACQUISITION PLANNING FORECAST SYSTEM AND SMALL BUSINESS REVIEW
FORM REQUIREMENTS MATRIX

| Procurement Type | APFS Record Required? (Yes/No) | DHS 700-22 Small Business Review Form (Yes/No) |
|---|---|---|
| | See HSAM 3007.172 | See HSAM 3019.202- 271 |
| New contracts over the simplified acquisition threshold (SAT) | Yes | Yes |
| Exercise of an option | No | No |
| Federal Prison Industries/Ability One actions over the SAT | Yes | No |
| Foreign Military Sales conducted under FAR 6.302-4 International agreement where the foreign country specifies the contractor | No | No |
| Blanket Purchase Agreements (BPA), Basic Ordering Agreement (BOA) and Indefinite Delivery Vehicles (IDV) over the SAT | Yes | Yes |
| Task/delivery orders and calls over the SAT placed against a multiple award BPA, BOA and IDV (e.g., orders and calls placed against DHS Strategically Sourced Vehicles, GSA Federal Supply Schedules, OASIS, GWACS, DWACS, etc.) | Yes | Yes |
| Task/delivery orders and calls over the SAT placed against a single award BPA, BOA, IDV, Component/Office-Wide Acquisition Contract (C/OWAC). (The requirements office shall coordinate with the contracting officer activity on the procurement strategy). | No | No |
| Task/delivery orders and calls over the SAT placed against a multiple award BPA, BOA or IDV initially awarded under a single small business program. (e.g., PACTS II, 8(a) STARS II, etc.)) | Yes | No |
| Intra-agency assisted acquisitions over the SAT. (The servicing DHS Component completes the APFS record and Small Business Review form for the resulting contract action.) | Yes | Yes |
| Interagency assisted acquisitions over the SAT where DHS is the servicing agency. (The servicing DHS Component completes the APFS record and Small Business Review form for the resulting contract action.) | Yes | Yes |
| Interagency assisted acquisitions over the SAT where DHS is the requesting agency. (The servicing agency shall forecast the opportunity based on their agency policy) | No | No |
| Classified procurements | No | No |
| Broad Agency Announcement | Yes | No |
| Other Transaction Authority (e.g. Silicon Initiative) | Yes | No |