

Subchapter 3002.1 Definitions.

3002.101 Definitions.

“*Acquisition Plan (AP)*” is a written document used to fulfill the acquisition planning requirements of FAR Parts 7 and 34. This includes all acquisitions, including contracts, task orders or delivery orders under Indefinite Delivery Vehicles, Federal Supply Schedules, Government-wide Agency Contracts, Blanket Purchase Agreements, and inter- and intra-agency acquisitions.

“*Competitive Sourcing Official*” is an inherently governmental agency official responsible for the implementation of the OMB Circular No. A-76 within DHS in accordance with HSAM Chapter 3007.

“*Component-wide contract*” means any contract vehicle or agreement established for use by a single DHS Component.

“*Department-wide contract*” means any contract vehicle or agreement established for use by DHS and its Component organizations. The term is used synonymously with “Strategic Sourcing” contract.

“*DHS Executive Agent*” means a designee of authority by DHS to one of its Component organizations to act on behalf of the Department for the development, award and administration of a Department-wide contract. The scope of the delegated authority is documented in the Executive Agent Designation Letter. A sample letter is available on the Strategic Solutions Office (SSO) intranet at <http://dhsconnect.dhs.gov/org/comp/mgmt/cpo/oss/Pages/StrategicSourcing.aspx>.

“*DHS Head of the Contracting Activity (HCA) Council*” is an advisory body comprised of: the Chief Procurement Officer (CPO); Deputy CPO; OSDBU; Division Directors of Acquisition Policy and Oversight, Acquisition Workforce and Systems Support, and Chief of Staff; and the Heads of the Contracting Activity (or designee) from each Component. The DHS HCA Council Charter establishes the role of the Council and the HCA members, who are listed at HSAM Appendix A.

“*DHS Integrated Project Team*” means any subset team of a commodity working group established with a concentrated focus on a specific Department-wide initiative identified by the DHS Commodity Working Group.

“*Strategic Sourcing*” means a collaborative and structured process to critically analyze DHS’s procurement spending and using an enterprise approach to make business decisions about acquiring and managing commodities and services more efficiently.