



Homeland Security

MEMORANDUM FOR: Victoria Short
Head of Contracting Activity
Office of Procurement Operations

FROM: Paul Courtney **COURTNEY**
Chief Procurement Officer

SUBJECT: Class Deviation 21-02 from Homeland Security Acquisition Manual
3004.804-5(b) for the Federal Protective Service

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- 1. Purpose:** This class deviation from the Homeland Security Manual (HSAM) 3004.804-5(b) allows the Federal Protective Service Acquisition Division (FPSAD) to use the closeout procedures for firm fixed price contracts or orders that are not complex and suspends the requirement that these awards have a total contract value under the simplified acquisition threshold (SAT).
- 2. Background:** HSAM 3004.804-5(b) allows for an expedited closeout process for firm fixed priced contracts or orders that have no complexities, with a total contract value under the SAT. Complexities are defined as any of the following: rights in data, property, patent, trademark or copyright, disputes, terminations, equitable adjustments, or any potential legal concern. FPSAD has fifty-three (53) firm fixed price awards that are not complex but exceed the SAT. This deviation allows FPSAD to close these awards and deobligate excess funds in an expedited manner.
- 3. Applicability:** This class deviation applies only to the fifty-three FPSAD awards.
- 4. Effective Date:** This deviation is effective upon signature.
- 5. Component Responsibilities and Actions:** Effective immediately FPSAD may use the closeout procedures defined in HSAM 3004.804-5(b) for the fifty-three (53) firm fixed price awards that are not complex but exceed the SAT. All other awards must follow the closeout process as defined in HSAM 3004.804.
- 6. Expiration Date:** This class deviation expires October 30, 2021 unless otherwise modified or rescinded.
- 7. Additional Information:** Questions regarding this HSAM deviation may be directed to Kate Oliver, Kate.Oliver@hq.dhs.gov.