

**Determination and Findings (D&F) for an Interagency Acquisition  
Under the Economy Act FAR 17.502-2**

*[insert either Assisted or Direct] Acquisition*

**Title of Effort:** *[Insert title of the statement of work or requirement.]*

**Requesting Agency:** *[Insert name of the requirements office.]*

**Requirements POC:** *[Insert name, position title, email and telephone number.]*

**Servicing Agency:** *[Insert name of the contracting activity/agency and a statement that it is a Federal activity that complies with or does not comply with the FAR.]*

**Description of Effort:** *[Insert a brief description of the type of supplies/services to be acquired.]*

**Total Estimated Cost:** *[Insert the estimated dollar amount of the total order, the estimated dollar amount of the contracted portion (if not the entire order) and the type of funds to include the year.]*

**FINDINGS**

I have reviewed the requirements for *[insert description of supply or service to be procured]*. In accordance with the Economy Act, the Department of the Army intends to conduct an interagency acquisition with *[insert name of servicing agency]*, which will contract for these *[insert either supplies or services]* on Army's behalf:

1. The use of an interagency acquisition is in the best interest of the Government. In accordance with FAR 17.502-1, a *Determination of Best Procurement Approach* was approved on *[insert date]* and is attached.
2. The *[insert either supplies or services]* cannot be obtained as conveniently or economically by contracting directly with a private source. *[Explain how you made this finding. Why is it more convenient or economical to have the non-DoD agency provide the supplies/services? Provide analysis that you used to reach your conclusion.]*
3. *[Insert one of the following statements][ for an Assisted Acquisition]An Interagency Agreement has been prepared in accordance with FAR 17.502-1(b)(1)(i) and is attached. [for an Direct Acquisition]An Interagency Agreement is not required in accordance with FAR 17.502-1(b)(2).*
4. *[Indicate that one of the following circumstances applies and include an explanation as to how the circumstance applies]* The acquisition will appropriately be made under an existing contract of the servicing agency, entered into before placement of the order, to meet the requirement of the servicing agency for the same or similar supplies or services. (or) The servicing agency has the capability or expertise to enter into a contract for such supplies or services that is not available within the requesting agency. (or) The servicing agency is specifically authorized by law or regulation to purchase such supplies or services on behalf of other agencies.

5. Funding is available to pay for the support. *[type and year of funds is already indicated above under "Total Estimated Cost"]* The Funds Certifying Official's written concurrence is provided below, signifying that the funds cited on the Economy Act order are properly chargeable for the purposes cited in the order.
6. The servicing agency is able to provide the support.
7. The transaction does not conflict with any other agency's authority or responsibility. *[confirm this is true prior to making this statement.]*
8. A copy of the approved D&F will be provided to the non-DoD agency along with the Economy Act order.

Concurrence:

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*[Insert Name]*  
Contracting Officer  
U.S. Army Corps of Engineers  
*[Insert District]*

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Date

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*[Insert Name]*  
District Office of Counsel  
U.S. Army Corps of Engineers  
*[Insert District]*

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Date

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*[Insert Name]*  
Funds Certifying Official  
U.S. Army Corps of Engineers  
*[Insert District]*

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Date

## DETERMINATION

Given the findings outlined above, in accordance with 31 U.S.C. 1535 and FAR Subpart 17.502-2, I hereby determine that it is in the best interest of the Government to place an order for [insert requirement] with [insert name of agency] under the authority of the Economy Act.

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[Insert Approving Official Name, which must be the appropriate NWD SES Member<sup>1</sup>]  
Director, [insert either Programs or Regional Business]  
U.S. Army Corps of Engineers  
Northwestern Division

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Date

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<sup>1</sup> [Note that in those limited situations where the servicing agency is not covered by the FAR, approval of the D&F must be approved by the Senior Procurement Executive for the Army.]

**Determination and Findings (D&F) for an Interagency Transaction  
Under the Economy Act FAR 17.502-2**

In-House

- Title of Effort:** *[Insert title of the statement of work or requirement.]*
- Requesting Agency:** *[Insert name of the requirements office.]*
- Requirements POC:** *[Insert name, position title, email and telephone number.]*
- Servicing Agency:** *[Insert name of the contracting activity/agency and a statement that it is a Federal activity that complies with or does not comply with the FAR.]*
- Description of Effort:** *[Insert a brief description of the type of supplies/services to be acquired.]*
- Total Estimated Cost:** *[Insert the estimated dollar amount of the total order and the type of funds to include the year.]*

**FINDINGS**

I have reviewed the requirements for *[insert description of supply or service to be procured]*. In accordance with the Economy Act, the Department of the Army intends to conduct an interagency transaction with *[insert name of servicing agency]*:

1. The use of an interagency transaction is in the best interest of the Government.
2. The *[insert either supplies or services]* cannot be obtained as conveniently or economically by contracting directly with a private source. *[Explain how you made this finding. Why is it more convenient or economical to have the non-DoD agency provide the supplies/services? Provide analysis that you used to reach your conclusion.]*
3. An *Interagency Agreement* has been prepared in accordance with DoDI 4000.19 and is attached.
4. Funding is available to pay for the support. *[type and year of funds is already indicated above under "Total Estimated Cost"]* The Funds Certifying Official's written concurrence is provided below, signifying that the funds cited on the Economy Act order are properly chargeable for the purposes cited in the order.
5. The servicing agency is able to provide the support. *[Explain how the non-DoD agency is able to provide the support and how it will meet your requirement needs. Include the ability of the non-DoD agency to meet your specific delivery schedule/performance needs. Also be sure to indicate that the non-DoD agency will be completing the work in-house (i.e. will not be contracting out any portion of the work).]*
6. The transaction does not conflict with any other agency's authority or responsibility. *[confirm this is true prior to making this statement.]*

7. A copy of the approved D&F will be provided to the non-DoD agency along with the Economy Act order.

Concurrence:

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*[Insert Name]*  
Contracting Officer  
U.S. Army Corps of Engineers  
*[Insert District]*

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Date

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*[Insert Name]*  
District Office of Counsel  
U.S. Army Corps of Engineers  
*[Insert District]*

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Date

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*[Insert Name]*  
Funds Certifying Official  
U.S. Army Corps of Engineers  
*[Insert District]*

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Date

## DETERMINATION

Given the findings outlined above, in accordance with 31 U.S.C. 1535 and FAR Subpart 17.502-2, I hereby determine that it is in the best interest of the Government to place an order for [insert requirement] with [insert name of agency] under the authority of the Economy Act.

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[Insert Approving Official Name, which must be the appropriate NWD SES Member<sup>1</sup>]  
Director, [insert either Programs or Regional Business]  
U.S. Army Corps of Engineers  
Northwestern Division

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Date

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<sup>1</sup> [Note that in those limited situations where the servicing agency is not covered by the FAR, approval of the D&F must be approved by the Senior Procurement Executive for the Army.]