



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE SPACE COMMAND

8 July 2004

MEMORANDUM FOR AFSPC CES/CCs and CONS/CCs

FROM: HQ AFSPC/PK
150 Vandenberg St Ste 1105
Peterson AFB CO 80914-4350

SUBJECT: Info Ltr 2004-06, Reviewing Official Addition of Contracting Officer (CO) on Construction and Architect-Engineer Performance Evaluations and Deletion of Paragraph 9 of Info Ltr 2002-03 Pertaining to Simplified Acquisition Base Engineering Requirements (SABER) Evaluation Submittal Instructions

1. This letter is directive in nature for all AFSPC civil engineering and contracting offices.
2. On the DD2626, Performance Evaluation (Construction) and the DD2631, Performance Evaluation (Architect-Engineer), the reviewing official is the CO, Contracting Flight Chief or a level not lower than the Contracting Flight Chief.
3. Paragraph 9 of Info Ltr 2002-03 is deleted in its entirety since the SABER contractor evaluation requirements are now covered under paragraph 8 of the same information letter. For administrative purposes, paragraph 9 is RESERVED until this guidance is re-issued with the pending implementation of the automated reporting system.
4. The addition of the CO as a reviewing official will be incorporated into the next revision of AFSPC Federal Acquisition Regulation Supplement 5342.1503(a)(3).
5. Should you have any questions, please contact AFSPC/PKM at DSN: 692-2652 or (719) 554-2652.

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