Acquisition Strategy Outline

OUTLINE OVERVIEW: The Acquisition Strategy should be a logical extension from the approved mission need, narrowing the range of acquisition alternatives to the one or group best suited for the project. The Acquisition Strategy should be tailored, based on the size, risk, and complexity of the project. When an element is not applicable, include a brief explanation. The strategy should focus on "quality" rather than "quantity." For very large or complex projects, the acquisition strategy may include other supporting analysis or materials pertinent to the conclusion.

Acquisition Strategy Outline preferred format is a MS Word document. For more detailed information on the Acquisition Strategy Outline, see DOE M 413.3-1, Section 5

Outline follows:

Project Title: *If the project title differs from the title used in the Mission Need Statement, then the original title should be referenced.*

Lead Program Office: *Identify the primary office of responsibility for the project.*

1. **Desired Outcome and Requirements Definition**
   - **1.1.** CD-0 Approval Date, Approving Official and any material changes.
   - **1.2.** Summary Project Description and Scope.
   - **1.3.** Performance Parameters Required to Obtain Desired Outcome.
2. **Cost and Schedule Range.**
   - **2.1.** Total Project Cost Range
   - **2.2.** Funding Profile.
   - **2.3.** Key Milestones & Events.
3. **Major applicable Conditions.**
   - **3.1.** Environmental, Regulatory & Political Sensitivities.
   - **3.2.** Others.
4. **Risk & Alternatives (Technical, Location & Acquisition Approach).**
   - **4.1.** Cost and Schedule Range.

- **4.2.** Funding Range and Budget Management
- **4.3.** Technology and Engineering
- **4.4.** Interfaces and Integration Requirements
- **4.5.** Safeguards and Security
- **4.6.** Location and Site Conditions
- **4.7.** Legal and Regulatory
- **4.8.** Environmental, Safety and Health
- **4.9.** Stakeholder Issues

5. Business and Acquisition Approach

- **5.1.** Acquisition and Contract Types
- **5.2.** Incentive approach/Linkage to Performance Metrics
- **5.3.** Competition

6. Management Structure & Approach

- **6.1.** Identify IPT, Organization Structure and Staffing Skills
- **6.2.** Approach to Performance Evaluation and Validation (i.e. EVMS) Interdependencies and Interfaces.