

	Acquisition Management System Change Request Form	
Change Request Number:	24-50	
Description of the Change:	Update Contract Clause Webpage Layout	
Select the type of Change Request: *Policy changes require FAE endorsement.	Guidance	
Section:	Contract Clauses and Real Property Clauses	
PART 1: ENDORSEMENTS		
Manager, Acquisition Policy Branch Endorsement: AAP-110, Procurement Policy Branch	☒ Approved ☐ Disapproved	Electronic Signature/Date: ZACHARY LEE SPENCER Digitally signed by ZACHARY LEE SPENCER Date: 2024.05.13 17:15:46 -04'00'
Acquisition System Advisory Group (ASAG) Chairperson Endorsement:	☒ Approved ☐ Disapproved	Electronic Signature/Date: MICHELLE G BRUNE Digitally signed by MICHELLE G BRUNE Date: 2024.05.31 15:24:34 -04'00'
Acquisition Policy and Oversight (AAP) Director Endorsement:	☒ Approved ☐ Disapproved	Electronic Signature/Date: JAKE LENO LEWIS Digitally signed by JAKE LENO LEWIS Date: 2024.06.03 09:56:23 -04'00'
FAA Acquisition Executive (FAE) Endorsement: *Only required for Policy Changes	Approved Disapproved	Electronic Signature/Date:

PART 2: GENERAL INFORMATION

Change Request (CR) Number: 24-50

Date Received: 05/14/24

CR Title: Contract Clause Webpage Layout

Summary of Change: Update procurement and real property contract clause webpages to revise the webpage layout and to clarify the description of each type of clause document.

Reason for Change: The revisions provide clarity on each type of document found on the webpage and improve the user experience.

Initiator Contact Information:

Name:

Stacie Huelsbeck

Phone:

404-305-5807

Initiator Organization Name:

Procurement Policy Branch

Routing Code:

AAP-110

ASAG Member Contact Information:

Name:

Zack Spencer

Phone:

571-999-5217

Development, Review, and Concurrence:

AAP-110, AAQ

Target Audience:

Acquisition Workforce

ASAG Briefing:

(To be completed by secretariat)



YES



NO

Date:

ASAG Responsibilities:

None.

AEB Briefing:

(To be completed by secretariat)



YES



NO

Date:

AEB Responsibilities:

None.

PART 3: FAST PUBLICATION INFORMATION

Impacted AMS Section:

NOTE: Please choose only one. If additional sections are impacted, submit a separate CR form for each.

Other Tools & Resources

Section/Text Location:

- 1) Contract Clauses; and
2) Real Property Contract Clauses

Links:

<https://fast.faa.gov/contractclauses.cfm>
https://fast.faa.gov/RPF_Real_Property_Clauses.cfm

Redline Validation:

NOTE: The redline version must be a comparison with the current published FAST version.



I confirm I used the latest
published version to create
this change/redline.

OR



This is new
content.

Attachments:

Contract Clause Webpage Layout and Text
Revisions.pptx

Other Files:

N/A.