



Acquisition Management System Change Request Form

Change Request Number:

(To be completed by secretariat)

25-29

Title:

Other Transaction Guide Revisions (Remove and Replace)

Select the type of Change Request:

*Policy changes require FAE endorsement.

Guidance

Impacted AMS Category. Choose from drop down selections. If additional categories or sections are impacted, submit a separate CR form for each.

Section(s) impacted by CR:

Category

Procurement Tools & Resources

Procurement Guides & Handbooks

Other Transaction Guide

PART 1: ENDORSEMENTS

**Manager, Acquisition Policy Branch
Endorsement:**

AAP-110, Procurement Policy Branch



Approved



Disapproved

Electronic Signature/Date:

**STEPHEN
BRENDAN
MANGAN**

Digitally signed by STEPHEN
BRENDAN MANGAN
Date: 2024.12.20 11:17:42
-06'00'

**Acquisition System Advisory Group
(ASAG) Chairperson Endorsement:**



Approved



Disapproved

Electronic Signature/Date:

**MICHELLE
G BRUNE**

Digitally signed by
MICHELLE G BRUNE
Date: 2024.12.23
08:48:48 -05'00'

**Acquisition Policy and Oversight (AAP)
Director Endorsement:**



Approved



Disapproved

Electronic Signature/Date:

**JAKE LENO
LEWIS**

Digitally signed by
JAKE LENO LEWIS
Date: 2024.12.23
09:16:56 -05'00'

**FAA Acquisition Executive (FAE)
Endorsement:**

*Only required for Policy Changes



Approved



Disapproved

Electronic Signature/Date:

PART 2: GENERAL INFORMATION

Change Request (CR) Number: 25-29		Date Received: 12/19/24 (To be completed by secretariat)	
Summary and Reason for Change:	(1) This change at paragraph IV. Types of Other Transaction Agreements within the Other Transaction Guide clarifies when the FAA enters into an Other Transaction Agreement (OTA) with another party to jointly develop a system, that developed system may be subsequently purchased via a new OTA in addition to being purchased via a traditional procurement contract. Change requested by AAQ. (2) This change clarifies when OTAs are subject to AMS Procurement Policy and Guidance. Corresponding changes are being made to AMS Guidance T3.8.1. Clarification added that AMS Lifecycle Acquisition Management Policy does apply to OTAs. Added language so programs using OTAs understand they are still subject to JRC/OGB oversight. (3) Changes were made throughout this Guide to remove obsolete references and update/revise grammatical errors, where applicable.		
Initiator Contact Information:	Name: Dan DeNicololo	Phone: 856-889-6383	
	Organization Name: Procurement Policy Branch	Routing Code: AAP-110	
ASAG Member Contact Information	Name: Stephen Mangan	Phone: 405-954-4137	
Development, Review, and Concurrence: AAP, AAQ, AGC		Target Audience: FAA Acquisition Workforce	
ASAG Briefing: ☐ YES ☒ NO (To be completed by secretariat) Date: 12/20/24		ASAG Responsibilities: AWARENESS	
AEB Briefing: ☐ YES ☒ NO (To be completed by secretariat) Date: 12/20/24		AEB Responsibilities: AWARENESS	

PART 3: FAST PUBLICATION INFORMATION



Validation of other impacted FAST locations: I confirm I have validated all other portions of the website and will submit additional CR's for any other impacted sections as necessary.

Section/Text Location:

Procurement Guides and Handbooks - Other Transaction Guide

Links:

<https://fast.faa.gov/docs/OtherTransactionGuide.docx>

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.



This is new content.

Attachments:

OtherTransactionGuide redline
OtherTransactionGuide final

Other Files:

Powerpoint: "OtherTransactionGuide - webpage revision"- indicates corresponding revisions to FAST webpage