



**DEFENSE LOGISTICS AGENCY**  
**DEFENSE ENERGY SUPPORT CENTER**  
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IN REPLY  
REFER TO

DESC-CPA

NOV 14 2003

CONTRACTING INSTRUCTION (CI): 03-24  
MEMORANDUM FOR CI DISTRIBUTION

SUBJECT: Part 17 Multiyear Approval Level Table

This Contracting Instruction (CI) is issued to revise Table 17-1 entitled "Multiyear approval levels" when awarding multiyear contracts covering more than one year's requirements. This revision changes the wording in the column entitled "Level" by deleting the wording "through September 30, 2003" and adding the wording "renewed annually" to the applicable columns.

The amended DEPI coverage is attached to this CI.

This CI is effective immediately and expires upon inclusion in the DEPI. Point of contact is Sherry Wilson, extension 7392.

GABRIELLA M. EARHARDT  
Center Senior Procurement Official

Attachment:  
DEPI coverage



**Table 17-1 Multiyear approval levels.**

<u>Regulatory Cite</u>	<u>Approval or Determination Required</u>	<u>Level</u>
FAR 17.104(b) and DLAD 17.104(b)	Use of modified cancellation provisions or exclusion of cancellation provisions.	Class D&F for bunkers, coal, into-plane, PC&S, electricity, natural gas and services “renewed annually”.
FAR 17.105-1(b), DFARS 217.103-1, and DLAD 17.105-1(b)	For multiyear contracts for supplies, determination prior to award that the criteria of FAR 17.105-1(b) and DFARS 217.103-1 have been met.	Class D&F “renewed annually”.
FAR 17.106-3(e)	Inclusion of recurring costs in cancellation ceiling.	Director, DLA
FAR 17.106-3(f)	Use of a solicitation requesting only multiyear prices if in the Government’s interest and if the criteria of FAR 17.105-2 are met.	Class D&F for bunkers, into-plane, PC&S, natural gas and services “renewed annually”.
FAR 17.106-3(g)	Use of variable unit pricing in lieu of level unit pricing.	Supplies: CSPO Services: Division Chief
FAR 17.108(b) and DFARS 217.103-1(b)(iv)	Thirty days advance notice to Congress prior to award for multiyear contracts with a cancellation ceiling of \$100 million or more (see DFARS cite).	Secretary of Defense to notify Congress 30 days in advance.
<u>Regulatory Cite</u>	<u>Approval or Determination Required</u>	<u>Level</u>
FAR 17.105-1(c), DFARS 217.171(a)(3) and DLAD 17.171	D&F addressing criteria in FAR 17.105-1(b).	CSPO
DFARS 217.103-1(b)(iii)	For multiyear contracts for services, written determination that the acquisition meets the criteria of DFARS 217.103-1(b)(iii).	Class D&F “renewed annually”.

**Table 17-1 Multiyear approval levels.**