



ACQUISITION
AND SUSTAINMENT

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP DEFENSE AGENCIES AND DOD FIELD ACTIVITIES DIRECTORS

SUBJECT: Review and Validation of Contracts for Consulting Services

To ensure we are accountable for every dollar we spend and that we are aligned with the President of the United States' America First priorities and Secretary of Defense Hegseth's direction, Component heads will conduct a comprehensive review and validation of existing contracts for consulting services.

Each Component's review shall assess the essentiality of contracts identified in the attached instructions for the purpose of terminating or descopeing contracts for activities that are not essential for the Department to fulfill its statutory purposes. We will take a phased approach. The first review will be contracts where a Department of Defense (DoD) contracting officer has placed a direct order against a General Services Administration (GSA) contract vehicle for consulting services. In the second phase of this review, Components will review and validate the remaining (non-GSA) consulting service contracts.

Components shall take action to terminate, descope, or forego exercising options for requirements determined to be non-essential as a result of this review. For contracts or elements thereof deemed as essential, Components shall provide a short justification to continue the service, as endorsed by a General Officer/Senior Executive Service member who represents the requirement is valid. Per the attached instructions, Components shall request their template by February 19, 2025, provide a consolidated submission for GSA-related contracts by March 19, 2025, and a consolidated submission for non-GSA contracts by April 19, 2025, to the Principal Director, Defense Pricing, Contracting, and Acquisition Policy at osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil.

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Steven J. Morani
Performing the Duties of the Under Secretary of
Defense for Acquisition and Sustainment

Attachments:
As stated

Instruction for Requesting Template: Each Component shall designate a focal point who will email the Office of the Under Secretary of Defense for Acquisition and Sustainment (OUSD(A&S))/Defense Pricing, Contracting, and Acquisition Policy (DPCAP), no later than February 19, 2025 via osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil to request a copy of their respective list of consulting contracts for review and validation. Please use the following subject line: [fill in Component org name, e.g., Dept of Air Force] Template Request: Consulting Services

Instruction for Submission: Each Component shall provide its completed consolidated template, that includes a short justification for contracts determined essential for GSA related contracts by March 19, 2025, and for non-GSA related contracts by April 19, 2025, to DPCAP via osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil; when emailing the submission please use the following subject line:
[fill in Component org name, e.g., Dept of Air Force] Response: Consulting Services.