



DATE: October 10, 2013

TO: Procurement Directors



FROM: Director
Contract and Financial Assistance Policy Division
Office of Policy
Office of Acquisition and Project Management

SUBJECT: Acquisition Guide 15.4-3 Negotiation Documentation:
Pre-negotiation Plan & the Price Negotiation Memorandum

SUMMARY: The subject Acquisition Guide is revised to eliminate the use of a
“Maximum Negotiation Position” as a standard agency practice.

This Flash will be available online at the following website:
<http://energy.gov/management/office-management/operational-management/procurement-and-acquisition/policy-flashes>.

Questions concerning this policy flash should be directed to Sandy Shin of the Field Assistance and Oversight Division, Office Acquisition and Project Management at (202) 287-1474 or at Sangok.Shin@hq.doe.gov.

Attachment