



Texas Army National Guard

DIRECTIVE

FEB 13 2018

NGTX-DOL

SUBJECT: Quarterly Texas Acquisition Requirements Board (TX-ARB)

References. (a) The Economy Act, 31 USC 1535(d) dated 1933
(b) Federal Acquisition Regulation, 41 USC 7, dated 2010

1. PURPOSE. This directive is to establish policy within the Texas Army National Guard for the use of Army National Guard funding for Texas acquisitions.
 - a. The Adjutant General's intent is that the Quarterly Texas Acquisition Requirements Board (TX-ARB) will make recommendations on required acquisitions.
 - b. These procedures will prioritize expenditures, validate requirements and foster coordination to avoid unnecessary and unplanned costs by ensuring all acquisitions are reviewed by the appropriate authority.
2. APPLICABILITY AND SCOPE. This issuance applies to all TMD personnel requesting Army appropriated funds (e.g. 2065) for supplies, services, or construction exceeding thresholds listed below.
3. CONDUCT OF BOARD. Using Regulatory Considerations every acquisition made using federal funds must be considered in accordance with (IAW) the four conditions set forth in Title 31 USC 1535.
4. DEFINITIONS. N/A
5. TYPE AND PRIORITIZATION OF AQUISITION. The TX-ARB will recommend approval and prioritization of acquisitions. The Army G4 office will track the priority list for Army acquisitions and communicate with the USPFO to define and fund priority requests.

6. APPROVAL AUTHORITY RESPONSIBILITIES.

- a. Procurement of supplies or services between \$250,000 and \$500,000 requires the approval of Commander, TXARNG (CG) (cannot be delegated).
- b. Procurement of supplies or services over \$500,000 is required to be staffed through the Commander, TXARNG (CG) for endorsement and final approval of The Adjutant General of Texas (cannot be delegated).
- c. Procurement of supplies or services over \$250,000 for DSCA missions will be staffed by the Joint Staff prior to the ARB for approval IAW 6a and 6b for endorsement and final approval of The Adjutant General of Texas (cannot be delegated).
- d. Procurement of supplies and services between \$100,000 and \$249,999 requires the approval of TX- ARB.
- e. Procurement of all furniture, regardless of value, requires the approval of TX-ARB.
- f. All requested personnel services contracts, regardless of value, will be staffed through the JI/HRO, and then presented to the Army Chief of Staff for approval at the TX-ARB.

7. TX-ARB MEMBERSHIP AND ATTENDANCE. The Army Chief of Staff will chair the board for all requests requiring Texas Army National Guard funds. The Commander, TXARNG (CG) or The Adjutant General will grant final approval or disapproval, dependent upon dollar value. The Texas Adjutant General's Chief of Joint Staff participation is only required for actions funded by Joint Staff budget allocations. The TX-ARB will consist of voting and non-voting members as follows:

- a. TX-ARB Voting Members: Army Chief of Staff (votes in event of tie), G1, G3, G4, G6 and CFMO.
- b. TX-ARB Non-Voting Members: Staff Judge Advocate, USPFO Comptroller/Purchase and Contracting and G4 Admin Assistant.

8. TX-ARB BOARD PROCESS.

- a. Units will work actions through the staffing process and/or meet as needed to approve acquisitions according to the criteria in paragraph 6 above.
- b. The unit staffing process will take place prior to funds certification in the procurement process or submission of the purchase request to the USPFO.

c. Time sensitive acquisitions will be reviewed by TX-ARB members as an Out of Cycle ARB (email), as coordinated by the TX-ARB Chairperson.

d. Boards convened by e-mail are acceptable, but are the least preferred method.

e. Board Minutes and results will be forwarded within 2 weeks of the conclusion of the TX-ARB.

9. PACKET SUBMISSION. Acquisitions meeting the criteria in paragraph 6 above shall be presented to the Board in the format determined by the Army G4 before submission to the USPFPO. Packets are due NLT two week prior to the Board meeting. POC for packet submission is MAJ Robert Cederstrom at robert.a.cederstrom.mil@mail.mil and SPC Alexandra Bustamante at alexandra.r.bustamante.mil@mail.mil. Dependent on funds, a letter of approval is published by the TX-ARB, and it will be approved for funding in GFEBs. All approved and non- approved packets will be maintained for a period of two years from the date the board met.

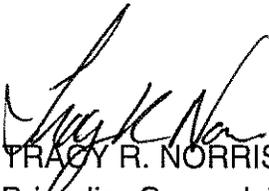
10. INFORMATION REQUIREMENTS.

a. TXARNG TX-ARB Submission eLSP:
<https://portal.tx.ng.mil/arg/arg004/Documents/Forms/All%20Items.aspx?RootFolder=%2Farg%2Farg004%2FDocuments%2FResource%20Management%2FARB%2FARB%20Slides&View=%7B894FF9BB%2D9081%2D4634%2DBE36%2DBDDE32E51783%7D&InitialTabId=Ribbon%2EDocument&VisibilityContext=WSSTabPersistence>

11. RELEASABILITY UNLIMITED. ALL TXARNG service members.

12. EFFECTIVE DATE. This directive will expire 2 years from the effective date of publication unless sooner rescinded or superseded.

13. POINT OF CONTACT. TXARNG G4. Logistics Management Officer, (512) 782-1278.


TRACY R. NORRIS
Brigadier General, TXARNG
Commanding

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