

## CHAPTER 5

### BASE COMMERCIAL EQUIPMENT

5-1. Purpose. To provide necessary program background, policy, procedures, responsibilities and reporting requirements to enable Corps of Engineers Commanders to acquire Base-Level Commercial Equipment (BCE).

5-2. Program Background. There are two phases to obtaining Base-Level Commercial Equipment: the approval phase and the funding phase. Commanders/directors must identify those items of equipment, which are necessary for them to complete their military mission. They must then file the appropriate documentation to insure the equipment appears on the command's TDA. The request for funds follows, rather than precedes, TDA approval. By having a list of all equipment needed for the organization to accomplish its military mission a commander/director can better assess the impact of non-funding. In turn, the HQUSACE can project requirements more realistically to HQDA. The HQUSACE Senior Program And Budget Advisory Committee (SPBAC) will establish priorities for funding those items of TDA approved equipment. As funds are received, those items that rank highest on the list approved by the RMAC will be funded.

5-3. Policy and Responsibilities.

a. HQUSACE Director of Resource Management (CERM-ZA) is responsible for the overall funding and administration of the Base-Level Commercial Equipment Program. In this capacity he or she will:

(1) Request from Corps commanders a prioritized list of TDA approved items to be considered for funding.

(2) Insure items identified for consideration are, in fact, TDA approved prior to funding an item.

(3) Coordinate budget formulation and execution matters with HQDA.

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(4) Present TDA approved equipment items to the HQUSACE Senior Program And Budget Advisory Committee (SPBAC) with a recommended prioritization.

b. HQUSACE Director of Logistics Management (CELD-ZA) will do the necessary staff coordination and process appropriate documentation to ensure approved BCE is included on the TDA.

c. Information Technology Equipment (ITE) planned for inclusion in an organization's TDA are identified in the IT Capital Planning process and entered into the Information Technology Investment Portfolio System (ITIPS). Once entered into ITIPS it becomes part of the organization's IT Investment Portfolio. An organization's IT investments are validated by the Chief of Information Management (CIM), Director of Information Management (DIM), Chief Information Officer (CIO), appropriate to the acquisition authority delegated to the organization, and is authorized through the organization's Capital Planning Investment Control Process (CPIC).

d. USACE commanders/directors will review requirements for military funded equipment over \$250,000 and submit documentation in accordance with referenced regulations to have requirements documented to their TDA. After these requirements are approved, commanders/directors will list equipment in priority sequence for funding consideration. Primary guidance on documentation preparation is contained in AR 71-13 and ER 700-1-1.

#### 5-4. Procedures.

a. Commanders/directors at each level are required to identify which item of equipment in support of their military mission are obsolete and need upgrading. These items together with new items of equipment costing \$250,000 or more must be identified and categorized whether they are standard or nonstandard items.

b. Commanders/directors should be careful to consider only items that will be exclusively used for military purposes. A "mixed-purpose" item - i.e., both military and civil works applications - must be funded via the Plant Replacement and

Improvement Program (PRIP). See Chapter 4 of this regulation. An item that has only very little incidental civil works use may be considered under BCE.

c. Request for standard items of equipment will be submitted through command channels in accordance with Chapter 2, Section X, AR 71-13, and ER 700-1-1.

d. Continuing requirements for new commercially available nonstandard items of equipment will be submitted in accordance with Chapter 2, Section XI, AR 71-13 and ER 700-1-1, which provides appropriate guidance in obtaining authorization of equipment.

e. Documentation for new equipment will be submitted to HQUSACE (CELD-T) who will review the documentation and process it to the appropriate proponent agency or office for approval. Items approved on an organization's TDA will be forwarded to the Director of Resource Management (CERM-M) by the established suspense dates. These dates are based upon the windows available to input adjustments to the TDA.

f. Items of equipment, which are approved and documented on the organization's TDA, may be identified by the organization for funding as budget calls are issued. Divisions, laboratories and field operating activities will be asked to prioritize items being requested for funding. The field prioritized list will be presented to the Senior Program And Budget Advisory Committee (SPBAC), which will make overall prioritization of Corps equipment to be purchased.

g. As funds are made available, items of equipment will be selected for funding using the Senior Program And Budget Advisory Committee (SPBAC) list.

h. The Director of Resource Management has two windows per year to make changes to the TDA. These are July through September and January through March. The results of updates submitted during windows are normally released forty-five days after the close of the window - November and May respectively. Only equipment which is documented in an organization's TDA may be considered for BCE funding. Items, which are type, classified or have previously been type classified in PAM 708-3

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must be identified to the Director of Resource Management before the window updates (July or January) in order to be included in the organization's TDA.

5-5. Funding And Reporting Requirements. Annually, HQDA requires a list of items to be considered for funding in the next fiscal year. This requirement is generally due in April. The list of (Senior Program And Budget Advisory Committee) SPBAC approved equipment, maintained at HQUSACE, will be used for this purpose.