

FY14 CONTINGENCY CONTRACTING OFFICER (AMOS 3006) SOLICITATION

Date Signed: 11/07/2013

MARADMINS Active Number: 593/13

R 072104Z NOV 13

UNCLASSIFIED/

MARADMIN 593/13

MSGID/GENDADMIN,USMTF, 2007/CMC WASHINGTON DC L LB//

SUBJ/FY14 CONTINGENCY CONTRACTING OFFICER (AMOS 3006)

SOLICITATION//

REF/A/MSGID:DOC/USD PR/YMD:20121206//

REF/B/MSGID:DOC/C 465/YMD:20120625//

NARR/REF A IS DODI 1322.25 W/CH1, VOLUNTARY EDUCATION

PROGRAMS/REF C IS MCO 1200.17D, MILITARY OCCUPATIONAL SPECIALTIES
MANUAL.//

POC/K.A. DONAHUE/MAJ/HQMC IL LB/USMC/DSN 664-0081/TEL (703)604-
0081/EMAIL: KIMBERLY.DONAHUE(AT)USMC.MIL//

GENTEXT/REMARKS/1. THE PURPOSE OF THIS MARADMIN IS TO SOLICIT
APPLICATIONS TO BECOME MARINE CORPS CONTINGENCY CONTRACTING
OFFICERS (AMOS 3006). DEFINED AS THE SEVENTH FUNCTION OF
LOGISTICS, CONTRACTING IS A CRITICAL CAPABILITY THAT REQUIRES
HIGHLY SKILLED, PROFESSIONAL OFFICERS TO EXECUTE CONTRACTING
MISSIONS IN SUPPORT OF DEPLOYED MISSIONS AND HUMANITARIAN
OPERATIONS THROUGHOUT THE WORLD. THE CONTINGENCY CONTRACTING
OFFICER SELECTION PANEL WILL CONVENE ON OR ABOUT 09 DEC 2013 AT
HQMC IL, LB.

2. THE MARINE CORPS DETERMINES QUOTAS BASED ON EXPECTED
VACANCIES. ONCE SELECTED, THE OFFICER WILL EXECUTE PCS ORDERS TO
A REGIONAL CONTRACTING OFFICE DURING THE SUMMER OF FY14. DURING
THE FIRST TWO YEARS OF THEIR INITIAL THREE YEAR TOUR, OFFICERS
WILL PARTICIPATE IN THE NAVAL POSTGRADUATE SCHOOL DISTANCE
LEARNING PROGRAM (NPS DLP) CURRICULUM 835. UPON COMPLETION OF
THIS PROGRAM, THE OFFICER WILL RECEIVE A MASTERS OF SCIENCE IN
CONTRACT MANAGEMENT AND APPLY FOR THE ADDITIONAL MOS OF 3006,
CONTINGENCY CONTRACTING OFFICER.

3. IAW REF A, MATRICULATION FEES, TEXTBOOKS, EDUCATION MATERIALS,
AND ALL SIMILAR FEES WILL BE BORNE BY THE STUDENT.

4. ELIGIBILITY

A. MUST HAVE A BACHELOR'S DEGREE FROM A REGIONALLY ACCREDITED
UNDERGRADUATE INSTITUTION WITH A CUMULATIVE GRADE POINT AVERAGE
OF AT LEAST 2.20.

B. OFFICERS NOT YET CAREER DESIGNATED MUST BE OFFERED AND
ACCEPTED PRIOR TO MATRICULATION (JULY 2014).

C. OFFICERS MUST MEET TIME ON STATION REQUIREMENTS. OFFICERS
WHO COMPLETE THEIR PRESCRIBED TOUR LENGTHS AS LISTED IN REFERENCE
A DURING FY14 WILL BE ELIGIBLE TO APPLY. SPECIFIC QUESTIONS
REGARDING TOUR LENGTHS SHOULD BE DIRECTED TO THE APPROPRIATE
MONITOR.

D. OFFICERS MUST BE THE RANK OF 1STLT OR CAPTAIN. CAPTAINS
WHO ARE IN THE ABOVE ZONE FOR MAJOR WILL NOT BE CONSIDERED.

E. OFFICERS MUST BE IN ONE OF THE FOLLOWING CAREER FIELDS:
3002, 0402, 3404, OR 6602. OTHER MOS'S WILL BE CONSIDERED ON A

CASE-BY-CASE BASIS.

F. OFFICERS WHO HAVE ALREADY EARNED A GRADUATE DEGREE THROUGH A MARINE CORPS EDUCATION PROGRAM ARE NOT ELIGIBLE FOR ADDITIONAL DEGREES.

G. OFFICERS WHO WERE SELECTED AS A PRIMARY SELECTEE ON THE FY14 COMMANDANTS CAREER LEVEL EDUCATION BOARD (CCLEB) ARE NOT ELIGIBLE. CCLEB ALTERNATE SELECTEES MAY APPLY.

5. GENERAL APPLICATION REQUIREMENTS AND PROCEDURES.

A. APPLICANTS WILL BE REQUIRED TO PROVIDE OFFICIAL, SEALED, CERTIFIED TRANSCRIPTS FROM ALL COLLEGES AND UNIVERSITIES ATTENDED DIRECTLY TO THE CONTINGENCY CONTRACTING SELECTION PANEL FOR REVIEW AT THE ADDRESS LISTED BELOW. TRANSCRIPTS MUST LIST CREDITS AND LETTER GRADES TO BE ACCEPTABLE. THESE TRANSCRIPTS WILL BE REVIEWED TO DETERMINE IF THE OFFICER MEETS THE ACADEMIC PROFILE CODE REQUIRED FOR THE NPS DLP.

B. PACKAGES MUST BE ENDORSED BY THE CHAIN OF COMMAND THROUGH THE FIRST GENERAL OFFICER (WING, DIVISION, MLG OR EQUIVALENT).

C. SERVICE OBLIGATION

(1) MARINES MUST INCLUDE THE FOLLOWING STATEMENT IN THE APPLICATION: "IF SELECTED, I AGREE TO REMAIN ON ACTIVE DUTY OR FOR AT LEAST 2 YEARS AFTER COMPLETION OF MY TRAINING. I AGREE NOT TO TENDER MY RESIGNATION OR REQUEST SEPARATION OR RETIREMENT WHILE PARTICIPATING IN THE PROGRAM. THIS OBLIGATION WILL BE SERVED CONCURRENT WITH ANY OBLIGATION PREVIOUSLY INCURRED."

(2) UPON COMPLETION OF ANY PROGRAM THAT MEETS THE REQUIREMENTS OF AN ADDITIONAL MOS PER REFERENCE B, MARINES MUST SUBMIT AN ADMINISTRATIVE ACTION FORM TO MMOA-3 IN ORDER TO OBTAIN AN ADDITIONAL MOS REFLECTIVE OF THEIR COURSE WORK.

D. APPLICATIONS MUST BE IN STANDARD NAVAL CORRESPONDENCE FORMAT, WITH ENCLOSURES AND ENDORSEMENTS. APPLICATIONS SHOULD CONTAIN THE FOLLOWING INFORMATION IN THE FOLLOWING ORDER:

- (1) ENDORSEMENT LETTERS VIA CHAIN OF COMMAND.
- (2) STANDARD NAVAL LETTER COVER PAGE.
- (3) STANDARD ONE PAGE MILITARY BIOGRAPHY.
- (4) RELEASE OF INFORMATION FORM.
- (5) LETTERS OF RECOMMENDATION AS NECESSARY (NO MORE THAN TWO).
- (6) OFFICIAL PHOTOGRAPH TAKEN WITHIN 12 MONTHS IAW MARADMIN 498/13.
- (7) SIGNED PRIVACY ACT STATEMENT.
- (8) SIGNED SERVICE OBLIGATION STATEMENT.

6. APPLICATION FORMAT SAMPLE CAN BE REQUESTED DIRECTLY THROUGH THE POC LISTED ABOVE.

7. APPLICANTS ARE RESPONSIBLE FOR ENSURING THEIR APPLICATIONS ARRIVE AT IL, (CONTRACTS) IN A TIMELY MANNER. APPLICATIONS MUST ARRIVE AT IL, (CONTRACTS) NLT 06 DEC 2013. ELECTRONIC OR PAPER APPLICATIONS ARE ACCEPTABLE. APPLICATIONS CAN BE EMAILED DIRECTLY TO THE POC OR MAILED TO THE FOLLOWING ADDRESS:

HEADQUARTERS, U.S. MARINE CORPS
INSTALLATIONS AND LOGISTICS, CONTRACTS DIVISION (LB)
ATTN: CONTINGENCY CONTRACTING, MAJ K.A.DONAHUE
ROOM 2K045
701 S COURTHOUSE RD
ARLINGTON, VA 22204-2461

8. ALL APPLICANTS MUST NOTIFY THEIR PRIMARY MOS MONITOR OF THEIR INTENTIONS TO APPLY FOR THIS PROGRAM.

9. UPON RELEASE OF THE PRELIMINARY SELECTION RESULTS, SELECTEES WILL OFFICIALLY APPLY FOR THE NPS DLP VIA THE NPS WEBSITE. ONCE NOTIFIED BY NPS, SELECTEES WILL THEN BE ISSUED ORDERS TO A MARINE CORPS CONTINGENCY CONTRACTING BILLET WITHIN A REGIONAL CONTRACTING OFFICE FOR A THREE-YEAR UTILIZATION TOUR THAT BEGINS UPON TRANSFER TO THAT COMMAND. DETAILED INSTRUCTIONS REGARDING THE ONLINE NPS APPLICATION AND DEADLINES WILL BE SENT VIA SEPCOR.

10. THIS MARADMIN DOES NOT APPLY TO THE MARINE CORPS RESERVES.

11. RELEASE AUTHORIZED BY MRS. F. L. SULLIVAN, ASSISTANT DEPUTY COMMANDANT FOR INSTALLATIONS AND LOGISTICS (CONTRACTS), HEADQUARTERS, U.S. MARINE CORPS