

**CHARTER  
REGIONAL CONTRACTING BOARD  
GREAT LAKES AND OHIO RIVER DIVISION (LRD)  
FEBRUARY 2001**

We, the members of the LRD Regional Contracting Board, agree to participate in this corporate group for the purpose of adding value to LRD contracting effectiveness and efficiency.

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Paul Robinson  
LRD, Director, Military & Technical  
Directorate, Executive Sponsor

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Jack Rintoul, Buffalo District  
Chairman

**REGIONAL CONTRACTING BOARD  
GUIDING PRINCIPLES**

Consistent with this purpose, we agree to focus our efforts in the following areas:

- Review District acquisition **strategies** and accomplish regional acquisition planning for LRD.
- Maintain a regional contracts database and WEB site and monitor the use of these contracts.
- Regionalize contracting where appropriate to maximize our effectiveness and efficiency.
- Facilitate sharing of contracts.
- Identify contracting methods and capabilities to enhance LRD marketing efforts.
- Develop innovative contracting strategies to enhance mission execution.
- Support LRD commitment to execution of the Small Business Program.
- Develop and implement a standard operating procedure for regional contracting.
- Ensure a coordinated approach to regional contracting.
- The Board will convene semi-annually or more frequently as required.

- General oversight of the Board will be accomplished by the LRD Director, Military & Technical Directorate.
- Chairmanship of the Board will rotate among district functional chiefs **on a biennial cycle that begins in September**. The LRD Director, Military & Technical Directorate will select the Chairperson. **Board membership will include the Chiefs of Contracting from each District as permanent members, and one technical member from each District. Technical members will rotate on a biennial cycle. Membership will also include the LRD Director of Contracting and the Deputy for Small Business.**
- The Board will brief the LRD Regional Management Board annually or more often as required.
- The Board will only support and facilitate corporate contracting excellence throughout the Division. No district contracting responsibilities will be usurped by the Board. The Board will not involve itself in managing and monitoring district contracting activities.