

# 5217.502-1 General.

(b) Prior to release of the solicitation and following coordination with the Director OSBP, HCAs shall submit Part 1 of the BCA to DASN(P) by email at [usn.pentagon.asstsecnavrddadc.mbx.pabt@us.navy.mil](mailto:usn.pentagon.asstsecnavrddadc.mbx.pabt@us.navy.mil) with the subject “[Activity Name] FAR 17.502-1 - BCA for [Insert the name of the corresponding situation above]”. If the acquisition involves Information Technology, coordination is also required with DON Chief Information Officer (DON CIO) as well as OSBP prior to submission to DASN(P).

**Parent topic:** [5217.502 Procedures.](#)