

Design and Construction Purchasing Practices

Handbook P-2

March 31, 1999
Transmittal Letter

- A. Explanation.** Handbook P-2, *Design and Construction Purchasing Practices*, is published and maintained by Purchasing Policies and Programs, Purchasing and Materials. It is a new directive containing concepts and practices applicable to Postal Service purchasing of design and construction and related services.
- B. Other Directives.** This handbook should be used in conjunction with the Postal Service *Purchasing Manual*, Handbook P-1, *General Purchasing Concepts and Practices*, and other directives addressing the purchase of design and construction and related services. This handbook replaces Handbook RE-14, *Design and Construction Handbook*.
- C. Distribution and Requisitioning**
- 1. Initial Distribution.** This handbook is automatically distributed to Postal Service purchasing organizations responsible for the purchase of design and construction and related services and to organizations involved in the purchasing process.
 - 2. Requisitioning Copies.** Other Postal Service organizations, and organizations requiring additional copies, may requisition this handbook from their servicing material distribution center (MDC).
- D. Comments.** Questions, comments, or suggestions regarding this handbook should be directed to:

PURCHASING POLICIES AND PROGRAMS
PURCHASING AND MATERIALS
UNITED STATES POSTAL SERVICE
475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-6201 and

MAJOR FACILITIES PURCHASING
PURCHASING AND MATERIALS
UNITED STATES POSTAL SERVICE
4301 WILSON BOULEVARD
ARLINGTON, VA 22203-1840

E. Effective Date. This handbook is effective upon receipt.

A handwritten signature in black ink that reads "A. Keith Strange". The signature is written in a cursive style with a large initial "A" and a long, sweeping tail on the "g".

A. Keith Strange
Vice President
Purchasing and Materials