

325th CONTRACTING SQUADRON



MISSION

The 325th Contracting Squadron is a multi-faceted organization that affects every individual stationed at Tyndall. The squadron is responsible for awarding and administering a variety of contracts ranging from refuse management to multimillion-dollar construction projects. Our contracts include one-of-a-kind operations and maintenance of watercraft vessels for search and recovery. Squadron members play a critical role in support of contingencies, deploying side-by-side with warfighters worldwide. Whenever commodities, services or construction work is required by an organization, requests must be submitted through the contracting office, which ensures the acquisition and delivery of best value requirements in terms of quality, timeliness and price. The multi-skilled acquisition professionals working in contracting are thoroughly trained in market research, pricing policies, negotiation techniques and related functions. This ensures organization funds are spent on authorized, required items at fair and reasonable prices. The mission of the contracting squadron is accomplished by four customer-oriented flights.

Base Support Flight performs all functions relating directly to flight line operations support which includes the purchase and administration of supply and service contracts in support of the 325th Maintenance Group, 325th Mission Support Group, 325th Medical Group and the 325th Fighter Wing.

Tenant Support Flight purchases and administers contracts for the major tenant organizations. Examples of these contracts are the Watercraft Operations and Maintenance contract in support of Aerial Targets for the 53rd Weapons Evaluation Group, manpower support for the Air Force Northern, and the research and development and manpower support contracts for the Air Force Research Laboratory.

Base Infrastructure Flight performs all functions relating directly to the purchase and administration of services, equipment, supplies and construction including Simplified Acquisition of Base Engineering Requirements to support the 325th Civil Engineer Squadron.

Plans and Programs Flight is the lifeline of the squadron, providing maintenance of the Standard Procurement System and several programs necessary for contract awards and congressional reporting. Other major programs managed by this flight include the Quality Assurance Program and oversight of the Government Purchase Card Program for Team Tyndall.

LINEAGE

325th Contracting Squadron
Activated, 1 Sep 1991

STATIONS

Tyndall AFB, FL

ASSIGNMENTS

325th Mission Support Group

COMMANDERS

HONORS

Service Streamers

Campaign Streamers

Armed Forces Expeditionary Streamers

Decorations

EMBLEM

On a disc Azure, an open parchment scroll arcing bendwise in dexter Or lined Sable, shaded Gold Brown surmounted by a bald eagle perched on the lower scroll Proper and grasping in its dexter talon a quill pen bendwise sinister between its wings Gules, all within a diminished bordure Black. Attached below the disc, a Yellow scroll edged with a narrow Black border and inscribed "325TH CONTRACTING SQ" in Black letters. **SIGNIFICANCE:** Ultramarine blue and Air Force yellow are the Air Force colors. Blue alludes to the sky, the primary theater of Air Force operations. Yellow refers to the sun and the excellence required of Air Force personnel. The eagle grasping a quill and parchment suggests the Squadron's mission of supporting the issuance, review and approval of vital logistics contracts. The eagle reflects the pride and dedication unit personnel have in their mission. The 325th Contracting Squadron emblem is symbolic of the squadron's extremely diverse mission with worldwide impact. Blue and yellow are the Air Force' colors. Blue alludes to the sky, the primary theater of Air Force operations. Yellow refers to the sun and the excellence required of Air Force personnel. The eagle grasping a quill and parchment suggests the squadron's mission of supporting the issuance, review and approval of vital logistics contracts. The eagle reflects the pride and dedication the unit personnel have in their mission.

MOTTO

NICKNAME

OPERATIONS

Air Force Order of Battle

Created: 28 Nov 2010

Updated:

Sources

Air Force Historical Research Agency. U.S. Air Force. Maxwell AFB, AL.

The Institute of Heraldry. U.S. Army. Fort Belvoir, VA.