

Executive Summary

ISSUE/ACTION: OMB Memorandum M-17-29, Best-in-Class Mandatory Solution -Package Delivery Services

ASSUMPTION(S): None.

APPROACH: As prescribed in the subject memorandum, effective immediately all activities shall leverage the Best-in-Class (BIC) mandatory contract sourcing solution for package delivery services. The OMB Memo directs that each agency develop a transition plan to obtain all of the agency's package delivery service needs from the mandatory contract solution. To assist the Senior Procurement Executive (SPE) in developing the required transition plan, we are asking the Heads of Contracting Activity (HCA) to submit to the SPE their plan for transition NLT August 25th to allow time for consolidation, review, and submission.

This memo and the process has been discussed Department-wide by the POC in MA-40. Highlights of the new contract have been discussed as has how each user will be required to complete tasks order in the new contract. Copies of the NGDS Category Management Bulletin; GSA Package Delivery Services Summit II presentation slides; NGDS Contracting Officer's Ordering Guide; FedEx contract, FedEx Pricing; UPS contract; and UPS pricing have been provided to all DOE mail managers.

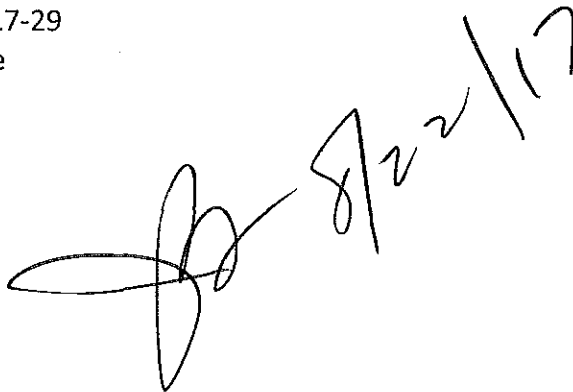
Once approved by MA-60 leadership, the SPE Memo will be forwarded to NNSA SPE for signature. Once the SPE NNSA SPE signs, it will be rerouted to the DOE SPE for final signature.

Recommendation: That you provide your concurrence/signature on the attached SPE Memo.

STAKEHOLDER(S): Deputy Secretary (approves exceptions), MA-60, MA-622 (action office), Departmental elements (provide the required transition plans), OMB, and Congress.

POINT OF CONTACT: Jeff Davis, Ma-622, 202-287-1877, jeff.davis@hq.doe.gov

LIST OF ATTACHMENTS: DRAFT Policy Flash to Release the SPE Memo
SPE Memorandum
OMB Memorandum M-17-29
Transition Plan Template

A handwritten signature in black ink, followed by the date 8/22/17, is written diagonally across the bottom right of the page.