

# Department of Energy

## FY 2021 Service Contract Inventory

### Analysis Plan

Department of Energy  
Office of Acquisition Management  
Strategic Programs Division (MA-622)

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## Department of Energy FY 2021 Service Contract Inventory Plan for Analysis

The Department of Energy (DOE) approach will be performed in accordance with the criteria set out in Consolidated Appropriations Act, 2010, (Pub. L. No. 111-117, § 743 (2009)), Appendix D of the November 5, 2010, OMB Memorandum on Service Contract Inventories and will ultimately identify contracts for a more in-depth review.

DOE will develop the basic inventory in accordance with OMB guidance using FPDS-NG data to address the inventory requirements consistent with the Consolidated Appropriations Act. A list of special interest functions by Product Service Code (PSC) for contracts to be reviewed in response to the criteria required by Section 743 is shown below.

PSC	PSC Description
DA01	IT and Telecom – Business Application/Application Development Support Services (Labor) (includes former PSC codes D302, D307, D399, and R413)
DD01	IT and Telecom - Service Delivery Support Services: ITSM, Operations Center, Project/PM (Labor) (includes former PSC code D314)
DJ01	IT and Telecom - Security and Compliance Support Services (Labor) (includes former PSC code D310)
F999	Other Environmental Services
M1GC	Operation of Fuel Storage Buildings
R408	Support- Professional: Program Management/Support
R423	Support- Professional: Intelligence
R425	Support- Professional: Engineering/Technical (includes former PSC codes R414 and R421)
R497	Support- Professional: Personal Services Contracts
R499	Support- Professional: Other
R699	Support- Administrative: Other
R704	Support- Management: Auditing
R707	Support- Management: Contract/Procurement/Acquisition Support
R799	Support- Management: Other
S206	Housekeeping- Guard
U099	Education/Training- Other
X1GC	Lease/Rental of Fuel Storage Buildings
Y1EC	Construction of Production Buildings
Y1JZ	Construction of Miscellaneous Buildings
Y1PZ	Construction of Other Non-Building Facilities

DOE will take the following steps in the process of its analysis:

- **Step 1:** Identify service contracts with special interest functions.
- **Step 2:** Notify respective programs responsible for contract functions.
- **Step 3:** Programs identify contracts for in-depth review based on following criteria:
  - Based on the 10 criteria identified within the Consolidated Appropriations Act, DOE Programs will prioritize its selection of contracts for further review in the following order:
    - Tier 1: Potential for inherently governmental performance by contractors;
    - Tier 2: Contracts providing services classified as special interest functions;
    - Tier 3: Contracts that do *not* include special interest functions, but were awarded on a non-competitive basis; and
    - Tier 4: Contracts that do *not* include special interest functions but meet any one of the remaining designated criteria.
- **Step 4:** Programs evaluate contracts in accordance with policy and guidance.
- **Step 5:** Programs report results of evaluation to OAM for consolidation.
- **Step 6:** Contracting Officers (CO) review contractor data and work with contractors to make revisions and fill gaps, as necessary.
- **Step 7:** OAM reports consolidated results of analysis as well as the supplemental report to OMB/OFPP.