

Department of Energy

FY 2015 Service Contract Inventory

Analysis Plan

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

January 2016



Department of Energy FY 2015 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 a number of 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
D302	IT and Telecom- Systems Development
D307	IT and Telecom- IT Strategy and Architecture
D310	IT and Telecom- Cyber Security and Data Backup
D314	IT and Telecom- System Acquisition Support
D399	Other IT & Telecommunications Services
F999	Other Environmental Services/Studies/Support
R408	Support - Professional: Program Management/Support
R413	Support - Professional: Intelligence
R414	Systems Engineering Services
R421	Technical Assistance
R423	Support - Intelligence Services
R425	Support - Professional: Engineering/Technical
R499	Other Professional Services
R699	Other Administrative Support Services
R707	Support- Management: Contract/Procurement/Acquisition Support
S206	Guard Services
U099	Other Ed & Training Services
Y153	Construct/Production Buildings
Y199	Construct/Misc Buildings
Y299	Construct/All Other Non-Bldg 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 IG 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 APM for consolidation.**
- **Step 6: COs review contractor data and work with contractors to make revisions and fill gaps, as necessary.**
- **Step 7: APM reports consolidated results of analysis as well as the supplemental report to OMB/OFPP.**