



**Department of Energy**  
Washington, DC 20585

July 17, 2018

**MEMORANDUM FOR RECORD**

FROM:

CARMELO MELENDEZ  
DIRECTOR, OFFICE OF LEGACY MANAGEMENT

SUBJECT:

Second Quarter Post Competition Accountability  
Report – Office of Legacy Management's High  
Performing Organization for FY 2018

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In June 2017, the Office of Legacy Management's (LM) published its High Performing Organization (HPO) Plan to continue LM's commitment in sustaining its performance as an HPO for the third five-year period (FY 2017-2021).

This memorandum transmits the Office of Legacy Management's (LM) Second Quarter Post Competition Accountability Report (PCAR) for FY 2018. The report provides the quarterly data associated with LM's June 2018 HPO Plan.

Attachment



**U.S. Department of Energy, Office of Legacy Management**

**Post Competition Accountability Quarterly Report: High Performing Organization Plan 2017**

This report serves as an official record of the quarterly cost, personnel, and performance information for the Office of Legacy Management to satisfy the post competition accountability requirements.

**Fiscal Years (FY) 2017 – 2021: Reporting Period: Second Quarter, FY2018**

**I. MANAGEMENT EXCELLENCE GOALS**

***Cutting Waste (Improving Efficiency)***

1. Limit Program Direction increases to levels allowed by OMB for inflation.
2. Comply with OMB guidance, OMB-M-12-12, *Promoting Efficient Spending*, regarding mission-related travel.

Quarterly Cost Report					
Funded Activity		HPO Plan Cost	Adjusted Budget Cost (ABC)	Estimated Actual Cost (EAC)	Explanation for Differences
Mission Travel*	1Q	\$197,500	\$197,500	\$97,541	The EAC is 40% below the HPO Plan Cost as spending was reduced due to the Continuing Resolution (CR). In addition, the majority of mission travel occurs in the second half of the year.
	2Q	\$395,000	\$395,000	\$237,508	
	3Q	\$592,500			
	4Q	\$790,000			
Program Direction**	1Q	\$4,233,000	\$4,233,000	\$3,580,952	The EAC is 14% below the HPO Plan Cost as spending was conservative due to the Continuing Resolution. The costs were against FY 2017 carryover funds the amount of \$1,346,429 and FY 2018 in the amount of \$5,962,138.
	2Q	\$8,466,000	\$8,466,000	\$7,308,568	
	3Q	\$12,699,000			
	4Q	\$16,932,000			

\*Mission-related travel is \$790K.

\*\*The FY2018 HPO Plan Cost is \$16.932M.

3. Manage increase in scope by raising Federal staff levels by 1 FTE per year to a total of 70 in FY2019. The FTE allotment in FY2018 is 69.
4. Maintain LM’s average grade level at or below GS 13.0.

Personnel Report			
HPO Planned	HPO Actual	Explanation for Difference	
<b>Personnel (FTE)</b>			
69	2Q	66	We have met our FY 2018 goal of 69 FTEs.
<b>Average Grade Level</b>			
13.0	2Q	12.88	We continue to meet an average grade level of 13.0.

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**Promoting Accountability and Innovation Through Open Government**

- Maintain a safety record better than the DOE average based on the number of incidents/accidents per total work hours. The total reportable cases (TRC) rate uses a rolling average as determined by the DOE Office of Health, Safety and Security.

Safety Record		
LM TRC	DOE TRC	Explanation for Difference
0.24	0.9	The LM TRC rate through March 2018 (rolling 12 months) is 0.24, or 1 reportable case for 834,362 hours worked. (1 x 200,000)/834,362)

**PROGRAM PERFORMANCE GOALS**

**Cutting Waste (Improving Efficiency)**

- Reduce the cost of long-term surveillance and maintenance (LTS&M) by 2 percent per year based on an independently reviewed baseline. (Goal 1)

LTS&M Report			
LTS&M Baseline/BAC		EAC	Explanation for Difference
1Q	\$56,975,577	\$56,227,840	The March 2018 EAC is \$1,766,307 or 3.3% below the LTS&M Baseline or BAC of \$53,330,381. Goal 1 continues to evaluate planned work scope and is striving to maintain cost savings at or above the 2% cost reduction goal by the end of the fiscal year. BAC was reduced due to the de-scoping of various LTS&M task assignments.
2Q	\$53,330,381	\$51,564,074	
3Q	\$	\$	
4Q	\$	\$	

**Sustain Management Excellence (Be a Leader among DOE Offices in Sustainability)**

- Achieve EMS Sustainability Goals (normalized to the number of legacy sites). (Goal 5)

Environmental Program Management Report			
Primary Goal Areas	Status towards Goals		Explanation for Difference
	<ul style="list-style-type: none"> <li>•Greenhouse Gas Reduction</li> <li>•Sustainable Buildings</li> <li>•Clean and Renewable Energy</li> <li>•Water Use Efficiency</li> <li>•Fleet Management</li> <li>•Sustainable Acquisition</li> <li>•Pollution Prevention and</li> <li>•Waste Reduction</li> <li>•Energy Performance Contracts</li> <li>•Electronics Stewardship</li> <li>•Organizational Resilience</li> <li>•Ecosystem Management</li> </ul>	1Q	
2Q		On Target	
3Q			
4Q			