# Department of Energy

## FY 2013 Service Contract Inventory

## Analysis Plan

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

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# 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)) and 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. APM will provide this list of contracts with special interest functions to the Programs in order to gather supplemental contract data in response to the criteria required by Section 743.

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:**

    o 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: APM reports consolidated results of analysis to OMB/OFPP.**