

Department of Energy

FY2018 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 2018 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- Svstems Development
0307	IT and Telecom- IT Strategy and Architecture
D310	IT ad Telecom- Cyber Security and Data Backup
0314	IT and Telecom- System Acquisition Support
R408	Support - Professional: Program ManagemenUSupport
R413	Support - Professional: Intelligence
R414	Systems Engineering Services
R421	Technical Assistance
R423	SuPoort - Professional: Intelligence
R425	Support - Professional: Engineering/Technical
R497	Support - Professional: Personal Services Contracts
R499	Support - Professional: Other
R699	Support -Administrative: Other
R707	Support - Management: ContracUProceduremenUAcquisition Support
R799	Support - Management: Other

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 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.