



# Procurement News – Near and FAR

Volume III, No.6

Fall 1999

## Introduction

Welcome to the Fall 1999 quarterly edition of Treasury's Procurement News - Near and **FAR**. This issue highlights some important articles on the F.A.I.R. Act, Seat Management, and contracting in the information technology age.

Ronne Rogin will be the editor for the Winter 2000 issue. Please submit articles by the end of January 2000, e-mail [ronne.rogin@do.treas.gov](mailto:ronne.rogin@do.treas.gov) . Ronne may also be reached on 202-622-0378.

Please visit the **Office of Procurement Web Site** at <http://www.treas.gov/procurement> . Just give me a call at (202) 622-6585 or drop me an e-mail at: [louis.masciocchi@do.treas.gov](mailto:louis.masciocchi@do.treas.gov) We always welcome your comments and suggestions on how the site and the newsletter can better serve you, our customer.

## INSIDE

<a href="#">The Director's Corner . . . . .</a>	<a href="#">1</a>
<a href="#">TADS Update.....</a>	<a href="#">2</a>
<a href="#">EC Corner and EC Tips.....</a>	<a href="#">3</a>
<a href="#">Policy Corner . . . . .</a>	<a href="#">3</a>
<a href="#">T.A.M.P.A. Program.....</a>	<a href="#">4</a>
<a href="#">F.A.I.R. Act Update.....</a>	<a href="#">5</a>
<a href="#">Purchasing Brand Name Computers .....</a>	<a href="#">6</a>
<a href="#">Seat Management Contracting. . . . .</a>	<a href="#">7</a>
<a href="#">IRS Purchase Card Initiatives.....</a>	<a href="#">8</a>
<a href="#">Executive Agencies Collaborate . . . . .</a>	<a href="#">9</a>
<a href="#">People on the Move . . . . .</a>	<a href="#">9</a>
<a href="#">Vacancies . . . . .</a>	<a href="#">10</a>

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### The Director's Corner

*By Corey Rindner,  
Procurement Executive*

### Office of Procurement (OP) FY2000 Strategic Plan

#### Happy New Year!!

As we look to the New Year and the new millennium, the Office of Procurement has completed its strategic planning efforts for FY2000. I would like to share our planning with you.



The OP Vision Statement has been updated to read as follows:

The Office of Procurement will be a sought after resource within the Department of Treasury and an agent of change. The Office of Procurement will lead Treasury's efforts to become the premier acquisition

workforce of the next millennium and the employer of choice for acquisition professionals.

OP will have four "product lines" that will assist Treasury and the bureaus. These product lines include:

1) **Oversight:** The Office of Procurement will provide oversight of the acquisition system within the Department to ensure that taxpayer dollars are spent in the most cost efficient and effective manner. Innovation will be encouraged within the framework of applicable laws and regulations. Oversight will be accomplished through the Staff Assistance Visit and High Impact Procurement processes. Staff Assistance Visits will be scheduled at three bureaus in FY2000. Integrated teams will review procurement operations to glean best practices, look at how to achieve best business results, and review compliance with statutes. An emphasis will be placed on understanding how the bureaus manage and measure their operations. High Impact Procurements process will identify large, complex or controversial acquisitions. OP will provide advice and assistance in managing these acquisitions, and will ensure that Treasury officials are adequately briefed on issues.

2) **Coordination:** The Office of Procurement will coordinate across Treasury to leverage the resources of the Department. The Procurement Intern Program, potential consolidated procurements and best practice workgroups such as the IT Contracting Officers Workgroup, Credit Card Working Group, Electronic Commerce Committee and FAIR Act/A-76 Working Group are examples of this coordination. Treasury procurement results can be improved by leveraging the best practices of our bureaus.

3) **Consulting:** The Office of Procurement will provide specialized expertise and consulting to assist the Bureaus on specialized topics such as A-76 cost comparison implementation, Performance Based Service Contracting and IT procurement. Some of this information will be disseminated on the OP Webpage, such as the listing of available Government Wide Agency Contracts (GWACs). Other information will be provided directly to the working groups.

4) **Policy Development:** The Office of Procurement will provide advice, counsel and status to Treasury policy officials to assist them in the implementation of policy goals. OP will develop Treasury Directives, Handbooks and other documents necessary for policy development. Examples include the development of the Career Handbook for GS1102s. We will continue to meet with the Civilian Agency Acquisition Council (CAAC), the Procurement Executive Council (PEC) and other government-wide groups to influence procurement rules and regulations.

We believe that these initiatives will benefit the acquisition programs at Treasury. As always, your inputs are welcome.

## Treasury Acquisition Data System (TADS)

By Lou Masciocchi



Hands on training for the test version of TADS was conducted at the Treasury Acquisition Institute in October for bureau Treasury Procurement Data System (TPDS) users. Everyone seemed to be pleased with the ease-of-use and robust features of TADS, particularly the easy installation and setup. Hopefully, by this time most users have downloaded and installed TADS on their office computers. Although some offices are unable to access TADS, due to bureau firewall configurations, we are working with the appropriate network managers to resolve these issues, before the production version of TADS is up and running, which is expected by early January 2000.

The old TPDS will continue to be available for inputting 1<sup>st</sup> quarter FY2000 Individual Contract Action Reports (ICAR)s until then. At that time, all historical contract data in TPDS will be transferred over to TADS.

A new TADS web site should also be up and running containing the setup application, user manual, and a computer-based-training (cbt)

application for downloading. These will be available for new TADS users as well as for those who want refresher training.

If you have any questions, feel free to call me at (202) 622-6585 or drop me an e-mail at: [louis.masciocchi@do.treas.gov](mailto:louis.masciocchi@do.treas.gov)



## The EC Corner

by *Richard Miller*

This column is dedicated to brief, helpful tips related to EC for sharing across Treasury. All contributors are welcome, and will be named if desired. Please just email contributions to [richard.miller@do.treas.gov](mailto:richard.miller@do.treas.gov).

### Tips

The site [www.wiznet.net](http://www.wiznet.net) is now a **free** site for locating goods and services among 45,000-plus suppliers and electronically inviting them to quote.

If you really want to follow "E-business" developments in layman's terms, try [www.businessweek.com/ebiz](http://www.businessweek.com/ebiz)

Another popular publication, *Federal Computer Week*, has more government-oriented news at [www.fcw.com](http://www.fcw.com)

Forecasts hold that 20% of this year's holiday shopping will be done over the Internet, up from 10% last year. Why? Because it saves you time, money and effort. Try it! Just start at home with a search for your item using a search engine, like [www.metacrawler.com](http://www.metacrawler.com), and the rest is easy.

### News ... Now

We are currently examining the possible use of commercial auctioning sites that OFPP cites as FAR-compliant, such as [www.freemarkets.com](http://www.freemarkets.com)

... *Soon*

GSA will outsource the Electronic Posting System (EPS) that you are using (or supposed to be) during the first half of 2000. At present, changes are underway to add to it all federal grants, and link it with the Central Contractor Registration (CCR) system and probably with the Small Business Administration's PRONET.

The Procurement Executive Council's EC Committee will opt to join with the Joint Financial Management Improvement Program to develop a detailed interdepartmental requirements statement for federal contract writing systems. It will be a public document for any vendor's use. Prediction: this will lead to further consolidation of COTS contract writing systems among departments.

The Central Contractor Registration (CCR) system will become mandatory for civilian agencies during 2000.

### ... *Later*

Federal Data Corporation informed us in November 1999 that they are joining an industry committee that is specifically focused on developing standards that will permit programming of fully electronic end-to-end purchasing software: it will not require a human intermediary (i.e., purchaser).

OFPP has marked the Federal Procurement Data System (FPDS) for major upgrading to a Web-based, current online data system with forecasting capabilities for real time use.

## Policy Corner

### FAR Update

By *Angelie Jackson*



Following is a synopsis of FAR Cases, were the FAR has been or will be amended. For brevity, we have highlighted those cases that we thought would be of utmost interest to the acquisition community.

Very Small Business Concerns – FAR amended to implement the Small Business Administration's (SBA) Very Small Business Pilot Program, which became effective 1/4/99.

HUBZone Contracting Program – FAR amended to

implement the SBA's HUBZone Program. The purpose of the program is to provide Federal contracting assistance for qualified small business concerns located in historically underutilized business zones in an effort to increase employment opportunities, investment, and economic development in these areas. The program provides for set-asides, sole source awards, and price evaluation preferences for HUBZone small business and establishes goals for awards for such concerns.

**Determination of Price Reasonableness and Commerciality**

– This interim rule revises the FAR to provide specific guidance concerning 1) the appropriate application and precedence of various price analysis tools; 2) the circumstances under which contracting officers should require offerors to exempt commercial items to provide information other than cost or pricing data; 3) the role and responsibility of support organizations in determining price reasonableness; 4) clarifies the procedures associated with obtaining information other than cost or pricing data when acquiring commercial items; 5) establishes that offerors who fail to comply with the requirements to provide the information shall be ineligible for award, and 6) establishes exceptions.

**Conforming Late Offer Treatment** – amends the FAR to provide uniform guidance regarding receipt of late offers for commercial, sealed bid, and negotiated acquisitions.

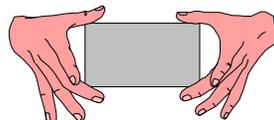
**Option Clause Consistency** – amends the FAR to clarify that the time period for providing a preliminary notice of the Government's intent to exercise a contraction option in the clause at FAR 52.217-9 may be tailored. It also amends the clause at FAR 52.217-8 to make the format of the Option to Extend Services clause consistent with the format of the other option clauses in the FAR.

**Compensation for Senior Executives** – FAR amended to revise the definition of "senior executive."

**Conditionally Accepted Items** – amends the FAR to add a definition of conditional acceptance, and requires that when conditionally accepting nonconforming items, amounts withheld from payments should be at least sufficient to cover the cost and related profit to correct deficiencies and complete unfinished work.

**Room for improvement**

*By Angelie Jackson*



We are always looking at areas where we can improve upon the way OP disseminates information, clarifies policies and

procedures, updates/revises information, and eliminates the unnecessary or obsolete. In the coming months, OP will be reviewing the DTAR to determine whether additional policy/procedure is needed. Because the FAR and other agency regulation (such as OFPP and SBA) are constantly changing, it sometimes becomes quite a task to "stay ahead of the game."

We will also be looking at the PIM system and seriously considering converting to a system that disseminates DTAR Changes and another system that disseminates policy/procedures. In doing so, we will attempt to distribute information in a manner that makes it easy for our customers to discern whether a document changes the DTAR, implements/revises current policy or procedures.

Finally, we are updating the Contract File Table of Contents (TOC). We received a comprehensive update from the IRS. We are also reviewing the TOCs from the Bureau of Engraving and Printing and the Department of State. It should be issued in early December.

**TREASURY  
ACQUISITION  
MANAGEMENT  
PROGRAM  
ASSISTANCE  
(TAMPA)**

*By Nancy Nifong-Kerlin*



In late October 1999, Treasury developed the Treasury Acquisition Management Program Assistance (TAMPA) review program. TAMPA was designed to provide a slightly different approach to developing a flexible, performance-based system to assess acquisition management.

TAMPA is comprised of primarily three types of assistance reviews. They include the Acquisition Management Assistance Review (AMAR) which replaces the Staff Assistance Visits (SAV), the Special Assistance Visit Review (SAVR), and the Procurement Measures Assessment Tool (PMAT). TAMPA will provide bureau/office acquisition programs with acquisition management consulting services provided by the Office of Procurement; analysis and assessment of the effectiveness of acquisition operations share best practices, and open communications. TAMPA will allow the Office of Procurement to be an advocate for the

bureaus/offices for the resolution of issues at Treasury.

The Acquisition Management Assistance Review (AMAR) team will obtain and evaluate available information about six to ten weeks prior to the in-house portion of the review. The in-house review will take from one to two weeks depending on the size of the bureau/office. It will include discussions with management, associates, and customers; review of contract processes; assessment of regulatory compliance; and evaluation of internal business practices. AMARs will also identify strengths, propose any needed corrective action, and share best practices and improvements. AMAR schedules will normally be issued on an annual basis.

The Special Assistance Reviews (SAVR) can include topics such as contract management, attrition, high-risk processes, and use of performance-based service contracts. SAVRs are performed at the request of the Procurement Executive or the BCPOs.

The Procurement Measures Assessment Tool (PMAT) traditionally represents the results of BCPO self-assessments, customer surveys, and contracting staff surveys. Future reviews will be expanded to assess information from a variety of information systems.

TAMPA focuses on the overall health of the acquisition community with Treasury and the soundness of its business decisions being made by its acquisition professionals. If you have any questions or comments, contact me at 202-622-0946.



## TREASURY SUBMITS FY 1999 FAIR ACT INVENTORY

by *Kevin Whitfield*

Treasury recently submitted its FY 1999 Commercial Activities Inventory to OMB, with updated revisions, as required by the Federal Activities Inventory Reform (FAIR) Act of 1998. The FAIR Act requires that an inventory of commercial activities, as defined by OMB



Circular A-76's Revised Supplement Handbook ("Performance of Commercial Activities") must be submitted to OMB on a yearly basis. The information required includes location, organizational unit designation, the number of full time equivalents, and the year of cost comparison or conversion. The FAIR Act requires that such inventories must be made available to the public and to Congress, after OMB publicizes the initial notice of availability in the Federal Register. Interested parties have up to 30 calendar days after the OMB notice to forward a written challenge regarding the content of the inventory. Agencies are allowed a 28 day challenge response period and appeals to challenge decisions are to be decided within 10 working days after receipt.

The Treasury Office of Procurement is the lead office for ensuring compliance with the FAIR Act and OMB Circular A-76. We established a working group that consists of representatives who manage the FAIR Act inventories for their Treasury bureaus. We worked with the working group to provide guidance on FAIR Act requirements and to respond to OMB inquiries regarding the initial submission of the commercial activities' inventory. We are presently working with the Treasury Office of General Counsel to issue guidance concerning inventory challenges and appeals. We will also post our inventory on a website upon approval of the inventory by OMB. In addition to the yearly inventory requirement, agencies are required to provide a yearly progress report to OMB concerning their commercial activities' inventories.

There is widespread concern that inclusion of an activity in the inventory will ultimately result in its being competed with the private sector. However, the FAIR Act allows the use of reason codes to exempt an activity from being contracted out, such as those that relate to statutes or core capability needs. The reason codes are not subject to challenge under the FAIR Act. They are, however, subject to review by GAO or Treasury management as part of the FAIR Act implementation process. Challenges are limited to the issue of whether an activity is included in, or excluded from, the agency's commercial activity inventory.

Questions regarding the FAIR Act or OMB Circular A-76 may be referred to Kevin Whitfield at (202) 622-0248 or at [kevin.whitfield@do.treas.gov](mailto:kevin.whitfield@do.treas.gov).

*Rogin's IT Corner*

## Purchasing Brand Name Computers

By Ronne Rogin

Over the past 15 years, we've moved from word processors, with secretaries typing our documents for us, to personal computers (PCs) on local area networks. Like it or not, we've all had to learn how to prepare our own documents, using anywhere from 2 to 10 of our very own fingers! Also over the years, we've moved from specifying design criteria to specifying functional criteria, and now with the onset of commercial item acquisitions, the list of "mandatory requirements" for PCs is even shorter.

Now that we literally cannot function without our desktop computers, we're learning a lot more about them than we ever thought we'd need to know! And our IT systems people tell us that even though we're using "open systems" and that "what's under the hood" in most PC's is all made by the same few companies that make the components (e.g., hard drives, chips, etc.), one computer is *NOT* just like another. Regardless of whether your PC purchases are centralized or distributed, your agency may have "standardized" on a particular manufacturer's product for ease of installation, integration, and maintenance. According to the articles I have read, PCs do not perform identically, and if you were to use a commercial, off-the-shelf (COTS) performance testing software package, the resulting graphs would prove that point beyond a doubt.

So what do we do in the acquisition office, when our requisitioner tells us to buy anything we want that can process his workload, as long as it's a Dell, or a Micron, or another name brand computer? We all know there are purchasing vehicles GALORE from which to choose---everything from your agency's own contract to GSA's Federal Supply Schedules to Government-wide agency contracts (GWACs) that include numerous vendors and every product you can name. How do you make your customer happy without "bending" the rules?

Clearly, if you obtain pricing from 3 or more vendors for the same product, you have restricted competition to a single manufacturer. Schedule and GWAC buys have become so flexible and easy to use that many of us have lost sight of the regulatory requirements.

I've done some research to see what other agencies are doing. In some cases, they've "standardized" on two brand names and have continual competition. But if you are buying only Dell computers, then some level of documentation must be prepared to justify a make-and-model purchase. A good rule of thumb is that the level of complexity of the justification should reflect the level of complexity of the purchase. If you are using the GSA Schedule contracts, GWACs, or BPA's, these are all "simplified acquisitions" in the sense that the buyer is placing an order against an established vehicle. The FAR tells us that for commercial items, simplified acquisitions can go up to \$5 million, and there is virtually no dollar limit for GSA Schedule orders. An adequate justification might be a memorandum to the file that explains why only this particular brand of computer will suffice. In some cases, your IT shop or IRM group may have actually tested a number of PC's and come up with a determination that a particular PC runs your standard office software suite best. Or your agency may determine that for support, training, maintenance, and/or inventory reasons, cost savings will be realized when standardizing on a particular PC. My recommendation is that for simplified acquisitions (i.e., open market under \$100,000, commercial item up to \$5 million, GSA Schedule and BPA orders based on GSA Schedule contracts at *any* dollar amount, and orders against other agency contracts), a memo to the file signed by the contracting officer is sufficient. This memo should include market research information regarding pricing and the reasons a particular brand was selected. For all other acquisitions, the signature of "one level above" the contracting officer should be obtained for actions under \$500,000. The Treasury "Justification for Other than Full and Open Competition (JOFOC) or other bureau-approved form shall be completed for actions above \$500,000. And if you are initiating your own contract or BPA for a particular brand of computer, I recommend use

of the JOFOC (or other approved form) form found in the DTAR. Further, if there is any question as to the legality or justification for the acquisition, contract specialists should contact their own legal counsel or procurement policy group, or us in OP.

Just in case this isn't confusing enough, there is a possibility that a justification could be written for a single purchase, or for a class of purchases. In the latter instance, your agency may have decided to buy a particular make and model PC for all of its PC acquisitions. Rather than write a separate justification for each purchase, a class justification could be drafted to cover all purchases for a particular time period. Because technology is changing so fast, I recommend the maximum term for a class justification not to exceed 6 months. If a class justification is prepared, use the format for justifications for other than full and open competition found in the DTAR.

Questions? Call Ronne Rogin, 202/622-0378.



### **Seat Management Contracting**

*By Julianne Odendhal, Departmental Offices, Procurement Services Division*

Since computers have come into existence in our everyday work environment, there has been only two ways to obtain them, purchase or lease. Now thanks to the creative and industrious folks at the General Services Administration (GSA), there is a third alternative, outsourcing desktop computing.

In 1998, GSA launched a government wide program offering Federal agencies a source for desktop outsourcing or Seat Management. Under GSA's Seat Management Program, agencies construct "Seats" or desktop technology specifications to meet individual agency requirements. After the Seat has been identified, agencies turn over the procurement and management of their desktop environment to an outside contractor. The Seat concept is modeled on the telecommunications industry, with the idea that the computer is a utility like a phone, and the service behind it is transparent, and like a utility service, agencies pay a monthly per Seat fee.

The Seat concept is attractive for three reasons. First there is the projected cost savings. It has long been known that the cost to manage computers is much higher than the price of the hardware and software alone and that the "total cost of ownership" is usually severely underestimated. It is anticipated that the Seat Management approach will help agencies acquire and manage technology more economically and effectively and thereby maximize their technology dollars.

Second, it will allow agencies to access and use new high-tech equipment, such as personal computers and workstations without incurring the risks of ownership. And finally, the Seat Concept will free Government personnel from much of the mundane business of managing information technology and instead allow them to be used in more complex work areas.

For these reasons, the Departmental Offices (DO) of the Treasury issued a Task Order against GSA's Seat Management Contract on June 10, 1999 to Seat contractor, Wang Government Services, Inc. The discovery and transition phases of the project have been completed and effective October 1, 1999, DO has implemented the full Seat phase of the Task Order.

What does DO receive under the Seat Task Order? Basically DO receives desktop computers complete with the entire infrastructure. This includes the actual computer, the software running on it and any additions or upgrades to the computer and software. The infrastructure covers all connectivity including connections to printers and servers and it also covers related services such as maintenance, network administration and training.

It also provides a single point of contact for all computer related problems. The helpdesk under Seat is dedicated to resolving any problems concerning computers, printers, software and telephones and can be reached within DO by dialing extension X21111.

More information about DO's Seat Management project can be found under the Departmental Offices DONet under the Seat Management icon or by calling

the Seat Management Contracting Officer's Technical Representative, Mr. Rory Schultz, on 202/622-2829.

## REFERENCES

Seat Management. Internet: Available from <http://www.gsa.gov/fedcac/seat.htm>, accessed 9 November 1999.

Seat Management. Internet: Available from <http://www.seatmanagement.com>, accessed 8 November 1999.



## IRS Purchase Card Initiatives

By Carolyn Carrick, IRS

**IRS Purchase Card Guide.** The IRS issued a major revision to its Purchase Card Guide in September 1999. The guide is posted on the IRS Procurement Intranet at <http://acprocurement.irs.gov> and is available to Internet users, Department wide. By viewing the guide on the Procurement Intranet, cardholders can take advantage of automatic word search features and automatic links to numerous related web sites. The IRS Intranet guide provides immediate links to Treasury Purchase Card guidance, Citibank forms and guides, GSA schedules (including GSA Advantage, tax exempt letters, JWOD, NIB, NISH, and numerous other links.

**Internet Orders, Advance Payments, etc.** There are several brand new areas covered in the IRS guide that empower cardholders and facilitate streamlining. These new areas include: (1) how to use the card to place secure Internet orders, and (2) how to appropriately use the card for advance payments for micro-purchase commercial items. In

addition, the "authorized buy" list in the IRS guide has been significantly expanded.

**Dispute Tracking.** IRS paying offices have begun paying Citibank Purchase Card invoices in full, whether or not there are disputed items. As a result, the new IRS guide provides special instructions to cardholders and approving officials to ensure follow up on disputed items. The IRS Purchase Card Log, attached to the guide, has been enhanced to accommodate dispute follow-ups.

**Office Supplies.** The IRS recently mandated use of the Purchase Card to order all desk-top office supplies from the IRS office supply contract. This will further expand IRS Purchase Card use and increase card expenditures. When cardholders use the office supply contract, JWOD and UNICOR participation are automatically ensured.

**Payment Vehicle Pilot.** Another IRS effort that will increase card usage is a pilot initiative to use the card as a payment vehicle. Such use is encouraged by FAR, Part 13. IRS Southeast Region has the pilot underway, and Connie Yarbrough, Level 3 Agency/Organization Program Coordinator (A/OPC), has set the stage for this initiative by monitoring utility contracts for scheduled renewals. Renewals are the opportune time for the Procurement office to add contract language providing for use of the card. COTRs will then be delegated the needed Purchase Card authority for payment of invoices under the specified utility contract, up to the needed dollar level. The dollar delegation is not limited to the micro-purchase threshold. Since the card is to be used solely as a payment vehicle, not a purchase vehicle, the COTR does not need a Contracting Officers warrant to make these utility payments with the card. The Procurement Policy and Procedures Branch, A:P:P:P, designed a special IRS Merchant Category Code (MCC) Template for use by cardholders with this special, payment only authority, and Citibank has implemented the template for IRS use. A:P:P:P is addressing use of the card as a payment vehicle in a Policy and Procedures document.

The program generated interest among current and new cardholders as the government trend towards the use of the purchase case continues to grow.

## Executive Agencies Collaborate

By Terri T. Toplisek



The Procurement Executive Council (PEC), under the direction of Deidre Lee, Administrator, Office of Federal Procurement Policy (OFPP) has tasked the Performance Measurement Committee with the formidable project of identifying procurement performance measures for FY 2000 and FY2001 for use by the Executive Agencies' procurement offices.

The committee is chaired by David Litman, Senior Procurement Executive at the Department of Transportation (DOT) and is comprised of representatives from DOC, DoD, DOE, DOT, EPA, GSA, HHS, Nuclear Regulatory Commission, OFPP, and Treasury. The committee has identified the following guiding principles for the performance measurement (pm) framework:

- Be consistent with FAR vision
- Respect agency pm structures
- Promote improvement, benchmarking, sharing, and links to strategic plans, etc.
- Achieve a balanced framework
- Progress from procurement to acquisitions
- Consider historical baselines
- Conduct annual reviews and updates

During November the committee has been meeting and working in small groups to define the measures and establish methods for collecting the data. The goal is to submit a proposal to the PEC for their approval during their February 2000 meeting. The FY 2000 areas to be measured are: customer satisfaction; purchase cards; competition; cost-to-serve; small business goals; and commercial items. Areas to be added in FY 2001 are: on-time delivery; past performance; Performance Based Service Contracting (PBSC); % of cost variance in high dollar acquisition programs; Electronic

Commerce (EC); acquisition workforce education; and acquisition workforce training. The next working group session is scheduled for December 7.

Executive Agencies who have implemented procurement performance measurement methodologies will experience less difficulty in meeting the requirements of this new OFPP initiative. The Office of Procurement and the U.S. Mint have managed an extensive Departmental procurement performance measurement model that will lend itself to some of these areas that are being discussed; however, we like all of the other agencies, can expect some growing pains as we tackle areas of standardization. We will continue to use our Balanced Scorecard survey methodology to gain the valuable perspectives of BCPOs, customers, and employees.

Data from the Federal Procurement Data System (FPDS) will be used and OFPP is considering working with the FPDS group to collect the data directly where they can. Collection of the FY 2000 data will most likely be considered a pilot period. We will distribute the completed measures for FY 2000 and FY 2001 to the BCPOs when the information is available from the working group.



## PEOPLE ON THE MOVE

**Geoff Gauger**, Procurement Analyst, Office of Procurement, was recently selected to participate in the LEGIS Fellowship Program sponsored the Brookings Institution. He expects to participate on the House Science Committee working on E-Commerce related issues. We wish him all the best on this assignment.

## VACANCY ANNOUNCEMENTS:

The U.S. Mint Procurement Office is seeking a Procurement Analyst knowledgeable in the precious metals market. Vacancy announcement information is as follows:

**POSITION: CONTRACT SPECIALIST**  
**OPEN PERIOD: 08/11/1999 - 12/31/1999**  
**SERIES/GRADE: GS-1102-11/12**  
**SALARY: 40,714 TO \$ 63,436**  
**ANNUAL PROMOTION POTENTIAL: GS-12**  
**ANNOUNCEMENT NUMBER: 99-RB-79**  
**CONTACT: OFFICE OF HUMAN RESOURCES**  
**PHONE: (202) 874-9308 ,U.S. MINT,**  
**633 3RD STREET, N.W., ROOM 145**  
**WASHINGTON,, DC 20220**

**CONTRACT SPECIALIST**

**OPEN PERIOD 11/08/1999 - 12/03/1999**  
**SERIES/GRADE: GS-1102-11/11**  
**SALARY: \$ 37,744 TO \$ 49,066,**  
**ANNUAL PROMOTION POTENTIAL: GS-11**  
**ANNOUNCEMENT NUMBER: STA-00-P-001-ZB**  
**HIRING AGENCY: TREASURY, INTERNAL REVENUE SERVICE**  
**DUTY LOCATIONS: MANY- SAN FRANCISCO, CA**  
**CONTACT: CORNELIA L. PORTER PHONE: (202) 283-**  
**1756 INTERNAL REVENUE SERVICE 5000 ELLIN ROAD**  
**LANHAM, MD 20706**

**DEPUTY DIRECTOR PROCUREMENT**  
**IRS AGENCY-WIDE SHARED SERVICES**

**OPEN PERIOD 11/18/1999 - 12/20/1999**  
**SERIES/GRADE: ES-1102-00/00**  
**SALARY: \$ 110,351 TO \$ 125,900,**  
**ANNUAL PROMOTION POTENTIAL: ES-00**  
**ANNOUNCEMENT NUMBER: ERB-SES-00-05**  
**HIRING AGENCY: TREASURY, INTERNAL REVENUE SERVICE**  
**DUTY LOCATIONS: 0001 WASHINGTON, DC**  
**CONTACT: ERB-SES-00-05 PHONE: (202) 622-6320**  
**INTERNAL REVENUE SERVICE OFFICE OF EXECUTIVE LEADERSHIP 1111 CONSTITUTION AVE., NW**  
**WASHINGTON, DC 20225**

**PROCUREMENT ANALYST**

**OPEN PERIOD 11/08/1999 - 12/03/1999**  
**SERIES/GRADE: GS-1102-12/12**  
**SALARY: \$ 45,236 TO \$ 58,808,**  
**ANNUAL PROMOTION POTENTIAL: GS-12**  
**ANNOUNCEMENT NUMBER: STA-00-P-002-ZB**  
**HIRING AGENCY: TREASURY, INTERNAL REVENUE SERVICE**  
**DUTY LOCATIONS: 0001 DALLAS**  
**CONTACT: CORNELIA L. PORTER PHONE: (202) 283-**  
**1756 INTERNAL REVENUE SERVICE 5000 ELLIN ROAD**  
**LANHAM, MD 20706**

**SUPERVISORY CONTRACT SPECIALIST**

**OPEN PERIOD 11/18/1999 - 12/10/1999**  
**SERIES/GRADE: GS-1102-14/14**

**SALARY: \$ 68,570 TO \$ 89,142,**  
**BI-WEEKLY PROMOTION POTENTIAL: GS-14**  
**ANNOUNCEMENT NUMBER: 99-0213-ATW**  
**HIRING AGENCY: TREASURY, BUREAU OF ENGRAVING AND PRINTING**  
**DUTY LOCATIONS: 0001 DISTRICT OF COLUMBIA, DC**  
**REMARKS: DRUG TESTING REQUIRED KNOWLEDGE, SKILLS & ABILITIES MUST BE ADDRESSED PROBATIONARY PERIOD FOR NEWLY APPOINTED SUPERVISORS**  
**CONTACT: ANNETTA WEISS PHONE: (202) 874-3199**  
**3199 BUREAU OF ENGRAVING & PRINTING 14TH & C STREETS, SW RM 446-PD WASHINGTON, DC 20228**

For full vacancy announcement visit -

<http://www.usajobs.opm.gov>