



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

OFFICE OF FEDERAL
PROCUREMENT POLICY

February 24, 2006

MEMORANDUM FOR CHIEF ACQUISITION OFFICERS
AGENCY SENIOR PROCUREMENT EXECUTIVES

FROM:

Robert A. Burton
Associate Administrator

SUBJECT:

Data Collection on Interagency and Agency-Wide Contracting

The purpose of this memorandum is to solicit your assistance in identifying the scope of interagency contracting in Federal agencies. This information will be used along with other data to improve the use of interagency contracts and the processes for creating and renewing these vehicles.

Since November 2005, when the Office of Federal Procurement Policy announced its interagency contracting initiative, Congress has imposed additional requirements on the Department of Defense (DOD) to increase management controls over interagency contracting (see section 811 of the Defense Authorization Act for FY 2006, P.L. 109-163). In addition, the Acquisition Advisory Panel, established under the Services Acquisition Reform Act, has concluded that OMB should review and refine governance processes to ensure the overall effectiveness of interagency contracting. Neither of these developments suggests a lessening of the overall importance or role of interagency contracting. But they serve as reminders that interagency contracting requires increased management attention to achieve the greatest value possible through these transactions.

To ensure resources are being effectively leveraged, we would like to have a clearer understanding of the following:

- the number of interagency contracts that are currently in operation; the scope of these vehicles; the primary users; and the rationale for their establishment and renewal;
- the number of interagency acquisitions that are conducted on the customer agency's behalf by another agency; and
- the number of agency-wide (intra-agency) contracts (also known as enterprise-wide contracts) currently in operation to address common needs that could be, or have been, satisfied through an existing interagency contract; the scope of these vehicles; and the rationale for their establishment and renewal.

While improvements to the Federal Procurement Data System—Next Generation should make a number of these data points more readily available in the future, we will need your assistance to collect information for our initial efforts. Accordingly, please complete the attachments described below using the spreadsheets provided by OFPP, available at http://www.whitehouse.gov/omb/procurement/index_interagency_acq.html.

Attachment 1 – to be completed by agencies that operate any interagency contracts. For purposes of this data collection, an interagency contract includes the following vehicles:

- (1) a governmentwide acquisition contract (GWAC), as defined in FAR 2.101;
- (2) a multi-agency contract (MAC), as defined in FAR 2.101;
- (3) a blanket purchase agreement (BPA) on the Multiple Award Schedules (MAS), see FAR 8.405-3, for use by multiple agencies (for BPAs established for use only by the customer agency, use Attachment 3); or
- (4) other indefinite delivery vehicles with anticipated or actual use by external agencies (e.g., basic ordering agreements that are available to multiple agencies).

Attachment 2 – to be completed by agencies that conducted interagency acquisitions in FY 2005 on behalf of another agency (e.g., General Services Administration’s Federal Acquisition Service (FAS) conducting an acquisition for the Department of Homeland Security (DHS); the Department of the Interior’s GovWorks or the Department of the Treasury’s FedSource conducting acquisitions for DOD). Prepare this spreadsheet only if the cumulative value of all assisted acquisitions conducted by the agency in FY 2005 exceeded \$25 million.

Transactions identified in Attachment 2 should involve purchases that are:

- (1) for common needs (e.g., help desk services, not bulk fuel);
- (2) of a repetitive nature (e.g., computer monitors, not the construction of a building); and
- (3) made on either an existing indefinite delivery vehicle (e.g., MAS, a MAS BPA, a GWAC, and a MAC) or under a contract that is newly created as a result of the customer agency’s request to meet the needs of the customer agency (e.g., FAS establishing a new MAC at DOD’s request to meet the needs of DOD).

Attachment 3 – to be completed by agencies that operate agency-wide contracts. For purposes of this data collection, an agency-wide contract is a single or multiple award task or delivery order contract (including a MAS BPA) that is established by the agency:

- (1) for internal use by customers across the agency, such as the DHS’ Enterprise Acquisition Gateway for Leading Edge Solutions contract for information technology (IT) services and FirstSource for IT commodities (in the case of DOD, agency-wide includes contracts that are service-wide, such as the Navy’s Seaport-e contract); and
- (2) to address common needs that could be, or have been, satisfied through an existing interagency contract (e.g., the Defense Logistics Agency would not include its contracts for bulk fuels).

Please provide this information to Julia Wise jwise@omb.eop.gov by March 31, 2006. General questions regarding this initiative may be directed to me at 202-395-3302 or Mathew Blum at 202-395-4953. I appreciate your attention to this important matter.

Attachments

