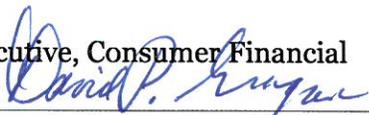




January 12, 2015

Memorandum for the Executive Office of the President, Office of Management and Budget, Office of Federal Procurement Policy

FROM	David P. Gragan, Senior Procurement Executive, Consumer Financial Protection Bureau, Office of Procurement 
SUBJECT	Service Contract Inventory – FY 2015 Service Contract Inventory and Planned Analysis and FY 2014 Service Contract Inventory Analysis

The Executive Office of the President, Office of Management and Budget’s (OMB) memoranda dated 05 November 2010 and 19 December 2011 on “Service Contract Inventories” requires civilian agencies to submit to the Office of Federal Procurement Policy (OFPP):

- 1) An analysis of FY 2014 inventory,
- 2) FY 2015 inventory, and
- 3) Planned analysis of selected Product Service Codes (PSC) for FY 2015 (analysis to be completed in FY 2016).

The purpose of this memorandum is to identify the FY 2015 service contract inventory and CFPB-specific special interest functions planned for analysis in FY 2016, and the FY 2014 service contract inventory analysis.

The FY 2015 service contract inventory is included as Attachments 1 and 2. Attachment 1 includes the inventory of all service contracts over \$25,000 awarded by the CFPB or on the CFPB’s behalf by the Bureau of the Fiscal Service (BFS) or the General Services Administration (GSA). Attachment 2 is a summary report of the CFPB’s ten largest service contract obligations and special interest functions as identified by OMB. No additional special interest functions were identified by the CFPB that are not already listed on the summary report.

Table 1 identifies special interest functions from the CFPB’s FY 2015 inventory which will be the subject of a focused analysis in FY 2016.

TABLE 1: FY 2015 SPECIAL INTEREST FUNCTIONS FOR ANALYSIS IN FY 2016

Product Service Code (PSC)	PSC Description	FY 2015 Obligation \$	% Total Obligations
C1AA	Architect and Engineering – Construction: Office Buildings	\$108,252,177	44.7%
D304	IT and Telecom – Telecommunications and Transmission	\$25,533,547	10.6%

The above PSCs are chosen because they represent the two largest percentages of total service contract obligations. In FY 2015, the CFPB has incurred obligations for six of the OMB-identified special interest functions – D302, D307, R406, R408, R423, and R707 – as shown in Attachment 2. Each of the OMB-identified special interest functions encompasses less than 5% of total service contract obligations in FY 2015. Overall, they represent a tenth of total FY 2015 obligations. As a result, the CFPB has chosen to focus and tailor its analysis on the service functions with higher obligation percentages as listed in Table 1. As part of the FY 2015 inventory analysis, the CFPB will monitor/evaluate contracted services to determine whether contractor personnel perform critical agency functions that could affect the CFPB’s ability to maintain control of its mission and operations.

Attachment 3 is the FY 2014 Service Contract Inventory Analysis.

Questions regarding this memorandum may be referred to Joshua Galicki (email: Joshua.Galicki@cfpb.gov or Hoa Crews (email: Hoa.Crews@cfpb.gov).

Enclosure(s)

Attachment 1: FY 2015 Service Contract Inventory

Attachment 2: FY 2015 Service Contract Inventory Summary

Attachment 3: FY 2014 Service Contract Inventory Analysis