

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Contracting and Procurement



Pre-Performance Hearing Questions
Round 1
February 17, 2017

Chairman Phil Mendelson
Committee of the Whole

1. Please provide, as an attachment to your answers, a current organizational chart for your agency with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel, if applicable. Also include the effective date on the chart.

See Attachment A: OCP Organizational chart

2. Please provide, as an attachment, a Schedule A for your agency which identifies all employees by title/position, current salary, fringe benefits, and program office as of January 31, 2017. The Schedule A also should indicate all vacant positions in the agency. Please do not include Social Security numbers.

See Attachment B: Schedule A

3. Please list all employees detailed to or from your agency, if any. For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date the detail began, and the employee's projected date of return.

Employee Name	Title	Agency Detailed From	Projected date of Return
George Lewis	Chief Contracting Officer	DGS	April 2017
Brenda Allen	Chief Contracting Officer	DGS	April 2017
Jeremiah Regan	Attorney Advisor	DGS	March 2017
Barbara Tyler	Staff Assistant	EOM	September 2017

4. (a) For fiscal year 2016, please list each employee whose salary was \$110,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and/or bonus pay.

Title	Name	Salary	Overtime/Bonus
Director Contracting & Procurement	Schutter, George A	\$185,400.00	None
Deputy Chief Procurement Officer	Mobley ,Sheila D	\$166,844.55	None
Chief Learning Officer	Wooten, Michael Eric	\$166,844.55	None
Procurement Manager	Sharp Jr., William E	\$166,844.55	None
Supervisory Attorney Advisor	Hapeman, Nancy	\$166,000.00	None
Procurement Manager	Lewis, George C	\$151,512.00	None
Supervisory Training	Wilson, Ericka	\$150,358.37	None

Instructor	Marie		
Supvy Contract Specialist	Turner, Angela E	\$146,183.00	None
Supvy Contract Specialist	Lattimore, Courtney	\$140,225.28	None
Chief of Staff	Toppin, Gina S.	\$137,917.00	None
Chief Information Officer	Hassan, Reza	\$137,917.00	None
Asst. Director for Business Resources	Manassa, Marvin	\$137,917.00	None
Supvy Contract Specialist	White, Derrick D	\$136,619.52	None
Supvy Contract Specialist	Allen III, Birchard Brooks	\$136,619.52	None
Supvy Contract Specialist	Atkinson, Wendell	\$135,795.20	None
Attorney Advisor	Harrington, Jody M	\$135,446.03	None
Attorney Advisor	Regan, Jeremiah	\$133,900.00	None
Compliance Monitor	Ross, Armeta	\$129,592.00	None
Strategic Development and Analy	Love, Phyllis R	\$128,750.00	None
Supvy Contract Specialist	Mack, Priscilla	\$128,368.90	None
Supvy Contract Specialist	Wishod, Steven H	\$128,368.90	None
Business Operations Manager	Scott, Marc A	\$128,368.90	None
Attorney Advisor	Sadel, Steven A.	\$128,315.00	None
Supvy Contract Specialist	Barbour, Helena C	\$126,000.00	None
Supvy Contract Specialist	Johnson ,Jerome A	\$122,601.85	None
Chief Contracting Officer	Muhammad, Hakima	\$119,530.47	None
Human Resources Officer II	Saunders Romero, Kenita	\$118,123.79	None
Supvy Contract Specialist	Stewart Sr., Joseph	\$117,759.90	None
Supvy Contract Specialist	Moorer, Tyrone M	\$115,360.00	\$3,993.23
Procure. Integrity & Compliance Office	Abel, Nelson	\$112,455.40	None
Supvy Contract Specialist	Morton, Jamie	\$112,000.00	None
Supvy Contract Specialist	Sampson, Alaster Q	\$112,000.00	None
Contract Specialist	Robinson, Marsha L	\$110,254.00	None

(b) For fiscal year 2017, please list each employee whose salary is or was \$110,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and/or bonus pay as of the date of your response.

Title	Name	Salary	Overtime/Bonus
Director Contracting & Procurement	Schutter, George A	\$ 190,962.00	None
Supervisory Attorney Advisor	Hapeman, Nancy	\$ 177,620.00	None

Deputy Chief Procurement Officer	Wooten, Michael	\$ 171,849.89	None
Chief Contracting Officer	Sharp Jr., William E	\$ 171,849.89	None
Chief Learning Officer	Wilson, Ericka Marie	\$ 159,515.19	None
Chief Contracting Officer	Lewis, George C	\$ 156,057.00	None
Chief Contracting Officer	Turner, Angela E	\$ 150,568.49	None
Chief Contracting Officer	Giles, Wilbur C	\$ 150,000.00	None
Supvy Contract Specialist	Lattimore, Courtney B	\$ 144,432.04	None
Attorney Advisor	Harrington, Jody M	\$ 143,694.69	None
Attorney Advisor	Regan, Jeremiah	\$ 143,273.00	None
Chief Contracting Officer	Allen, Brenda	\$ 143,000.00	None
Chief of Staff	Toppin, Gina S.	\$ 142,054.51	None
Asst. Director for Business Re	Manassa, Marvin	\$ 142,054.51	None
Chief Contracting Officer	White, Derrick D	\$ 140,718.11	None
Chief Contracting Officer	Allen III, Birchard Brooks	\$ 140,718.11	None
Chief Contracting Officer	Atkinson, Wendell O.	\$ 139,869.06	None
Attorney Advisor	Sadel, Steven A.	\$ 138,335.00	None
Compliance Monitor	Ross, Armeta	\$ 133,476.00	None
Chief Contracting Officer	Mack, Priscilla	\$ 132,219.97	None
Supvy Contract Specialist	Wishod, Steven H	\$ 132,219.97	None
Business Operations Manager	Scott, Marc A	\$ 132,219.97	None
Supvy Contract Specialist	Barbour, Helena C	\$ 129,780.00	None
Supvy Contract Specialist	Muhammad, Hakima	\$ 129,271.19	None
Supvy Contract Specialist	Robinson, Marsha L	\$ 128,569.00	None
Supvy Contract Specialist	Johnson, Jerome A	\$ 126,279.91	None
Human Resources Officer II	Saunders Romero, Kenita	\$ 121,667.50	None
Supvy Contract Specialist	Stewart Sr., Joseph N.	\$ 121,292.70	None
Supvy Contract Specialist	Allen, Todd E	\$ 116,964.22	None
Procure. Integrity & Comp Ofcr	Abel, Nelson	\$ 115,829.06	None
Supvy Contract Specialist	Sampson, Alaster Q	\$ 115,360.00	None
Contract Specialist	Byrams, Jontae M	\$ 112,956.00	None
Supvy Contract Specialist	Henry, Yvette	\$ 112,550.88	None
Supvy Contract Specialist	Tisdale, Jeffrey	\$ 111,924.74	None
Supvy Contract Specialist	Shamloo, Ahmad	\$ 111,924.74	None
Supvy Contract Specialist	White, Deborah J	\$ 110,911.79	None
Supvy Contract Specialist	Boone Murphy, Antwanette	\$ 110,725.00	None
Supvy Contract Specialist	Teague, W. Peter	\$ 110,621.12	None
Supvy Contract Specialist	Stith, Alvin N	\$ 110,621.10	None

5. Please list, in descending order, the top 25 overtime earners in your agency for fiscal year 2016. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

	Employee Name	Title	Salary	Overtime Pay
1	Crestwell, Sue E	Contract Specialist	\$87,833.00	\$5,734.48
2	Tibbs, Fatmata	Supvy Contract Specialist	\$96,755.14	\$4,105.12
3	Moorer, Tyrone M	Supvy Contract Specialist	\$115,360.00	\$3,993.23
4	Reynolds, Heather S	Supvy Contract Specialist	\$102,907.30	\$3,487.97
5	Webb, James A	Supvy Contract Specialist	\$102,907.30	\$3,438.49
6	Watson, Neal A	Contract Specialist	\$85,332.00	\$2,953.80
7	Brevard, Wanda A	Contract Specialist	\$60,632.00	\$2,040.50
8	Boone Murphy, Antwanette	Supvy Contract Specialist	\$107,500.00	\$1,412.82
9	Johnson, Georgette	Contract Specialist	\$76,160.00	\$988.62
10	Grayson Jr., Bernard M.	Contract Specialist	\$87,833.00	\$570.07
11	Bridges, Cathy	Contract Specialist	\$93,291.00	\$522.47
12	Ballard, Sasha	Contract Specialist	\$83,039.00	\$479.07
13	Squire Jr., Sherman L.	Contract Specialist	\$73,867.00	\$443.92
14	Jackson, Donald	Contract Specialist	\$72,534.00	\$418.47
15	Armwood, Bernetha S	Contract Specialist	\$60,632.00	\$262.35
16	Daley, Neville	Contract Specialist	\$104,207.00	\$225.45
17	Johnson, Jeralyn L	Contract Specialist	\$101,478.00	\$146.36
18	Halsey, Courtney	Procurement Tech (OA)	\$45,295.00	\$130.66
19	Delcid, Jorge	Administrative Support Specialist	\$45,811.00	\$88.10
20	Alexander, Meredith Lynne	Contract Specialist	\$73,867.00	\$53.96
21	Miller, Diane	Contract Specialist	\$76,160.00	\$36.62
22	Burrell Franklin, Paulette	Contract Specialist	\$73,867.00	\$35.51

6. For fiscal years 2016 and 2017 (to date), please provide a list of employee bonuses or special award pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

Fiscal Year	Employee Name	Title	Special Pay	Reason
2016	Overton, Alice L	Management Liaison Specialist	\$25,000.00	Early Retirement Incentive
	Mobley, Sheila D	Asst Dir for Procurement	\$25,000.00	Early Retirement Incentive
	Harrington, Jody M	Attorney Advisor	\$2,630.02	Performance Allowance for CBU Attorney

OCP has not paid any special award pay in fiscal year 2017.

- 7. For fiscal years 2016 and 2017 (to date), please list each employee separated from the agency with separation pay. State the amount and number of weeks of pay. Also, for each, state the reason for the separation.**

Employee Name	Number of Weeks of Pay	Amount of Payment	Reason for Separation
Samuel Feinberg	10 Weeks	\$30,669.96	MSS At-Will
O'Linda Fuller	10 Weeks	\$20,708.00	MSS At-Will
Jerome Lofton	4 Weeks	\$8,260.80	MSS At-Will
Phyllis Love	10 Weeks	\$25,500.00	MSS At-Will
Reza Hassan	10 Weeks	\$27,316.00	MSS At-Will

- 8. For fiscal years 2016 and 2017 (to date), please state the total number of employees receiving worker's compensation payments.**

OCP has no employees receiving worker's compensation payments in 2016 and 2017.

- 9. Please provide the name of each employee who was or is on administrative leave in fiscal years 2016 and 2017 (to date). In addition, for each employee identified, please provide: (1) their position; (2) a brief description of the reason they were placed on leave; (3) the dates they were/are on administrative leave; (4) whether the leave was/is paid or unpaid; and (5) their current status (as of January 31, 2017).**

Fiscal Year	Employee	Title	Period	Reason	Paid or Unpaid
FY16	Feinberg, Samuel J	Chief Contracting Officer	5/16/2016-5/27/2016	Terminated	Paid
FY16	Fuller, O'Linda A	Supvy Contract Specialist	5/16/2016 - 5/27/2016	Terminated	Paid
FY16	Grayson, Bernard	Contract Specialist	4/13/2016-6/10/2017	Terminated	Paid
FY16	Harris, Donnie	Supvy Contract Specialist	11/19/2015-12/3/2015	Terminated	Paid
FY16	Hassan, Reza	Chief Information Officer	11/10/2016-11/23/2016	Terminated	Paid
FY16	Lofton, Jerome	Chief Contracting Officer	9/19/2016 - 9/29/2016	Terminated	Paid
FY16	Love, Phyllis R	Performance Management Officer	10/25/2016-11/8/2016	Terminated	Paid
FY17	Aviles-Wynkoop, Elizabeth	Contract Specialist	11/7/2016-11/21/2017	Terminated	Paid

FY17	Dickerson, Arthur	Contract Specialist	1/9/2017-1/24/2017	Terminated	Paid
FY17	Omwenga, Corinne	Compliance Analyst	11/1/2016-11/15/2016	Terminated	Paid

10. How many grievances have been filed by labor unions against agency management? Please list each of them by year for fiscal years 2014, 2015, 2016, and 2017 (to date). Give a brief description of each grievance, and the outcome as of January 31, 2017.

There have been no grievances filed for fiscal years 2014, 2015, 2016 and 2017 against agency management specifically.

11. For fiscal years 2016 and 2017 (to date), please list, in chronological order, all intra-District transfers to or from the agency.

Fiscal Year	Seller Agency	Buyer Agency	Service Description	Service Period	Total Amount
FY 2016	DPW	OCP	Fleet Services + Trash Recycling	10/01/15 - 09/30/16	\$33,051.97
	OCTO	OCP	Technology Support	10/01/15 - 09/30/16	\$239,148.40
	OFRM	OCP	Financial Services	10/01/15 - 09/30/16	\$102,546.00
	OCP	DOH	Contracting Services	10/01/15 - 09/30/16	\$219,397.70
	OCP	DHCF	Contracting Services	10/01/15 - 09/30/16	\$908,470.63
	OCP	DOES	Contracting Services	10/01/15 - 09/30/16	\$487,062.69
	OCP	DBH	Contracting Services	10/01/15 - 09/30/16	\$1,229,020.66
	OCP	DDS	Contracting Services	10/01/15 - 09/30/16	\$849,775.97
	OCP	CFSA	IT Support/E-sourcing Module	10/01/15 - 09/30/16	\$40,000.00
	OCP	Multiple Agencies	Purchase Card	10/01/15 - 09/30/16	\$35,561,298.17
		Total			\$39,669,772.19
FY 2017	DPW	OCP	Fleet Services +	10/01/16 -	\$28,062.16

		Trash Recycling	09/30/17	
OFRM	OCP	Financial Services	10/01/16 - 09/30/17	\$102,546.00
OCP	DOH	Contracting Services	10/01/16 - 09/30/17	\$231,103.85
OCP	DHCF	Contracting Services	10/01/16 - 09/30/17	\$1,113,468.47
OCP	DOES	Contracting Services	10/01/16 - 09/30/17	\$832,315.37
OCP	DDS	Contracting Services	10/01/16 - 09/30/17	\$444,761.91
OCP	DDOT	Contracting Services	10/01/16 - 09/30/17	\$460,103.06
OCP	OCA	Contracting Services	10/01/16 - 09/30/17	\$70,231.20
OCP	Multiple Agencies	Purchase Card	10/01/16 - 09/30/17	\$22,603,659.05
Total				\$25,886,251.07

12. Please list, in chronological order, every reprogramming of funds into and out of the agency for fiscal years 2016 and 2017 (to date). Include a “bottom line” that explains the revised final budget for your agency. For each reprogramming, list the reprogramming number, the date, the amount, and the rationale.

Fiscal Year	Date	To	From	Reprogrammed use of Fund	Total
2016	9/30/2016	OCP	Repay Emergency & Contingency Reserve Funds	Moved emergency related expenditures out of the Contingency Reserve Fund	\$20,000,000.00
	9/30/2016	Repay Emergency & Contingency Reserve Funds	OCP	District wide accounting cleanup of Fund Balance	\$240,000.00
FY 2016 Revised final Local Budget					\$20,240,000.00

13. Please list, in chronological order, every reprogramming within your agency during fiscal year 2017 to date. Also, include known, anticipated intra-agency reprogramming's. For each, give the date, amount, and rationale.

Fiscal Year	Date	To	From	Reprogrammed use of Fund	Total
2017	12/5/2016	Local NPS (CSG 0040)	Local NPS (CSG 0020 & 0070)	Temporary labor staff	\$60,000.00

14. For fiscal years 2016 and 2017 (to date), please identify any special purpose revenue funds maintained by, used by, or available for use by your agency. For each fund identified, provide: (1) the revenue source name and code; (2) the source of funding; (3) a description of the program that generates the funds; (4) the amount of funds generated annually by each source or program; and (5) expenditures of funds, including the purpose of each expenditure. For (4) and (5) provide specific data for fiscal years 2015, 2016, and 2017 (as of January 31, 2017).

Fiscal Year	Name	Source of Funding	Program Description	Revenue	Expenditure	Purpose
FY 2015	4010 - DC SURPLUS PERSONAL PROPERTY SALES OPER.	Proceeds from Surplus Personal Property Sales	Surplus Property	\$375,000	\$304,113	Funds are used to pay the cost of the surplus personal property sales contract
FY 2016	4010 - DC SURPLUS PERSONAL PROPERTY SALES OPER.	Proceeds from Surplus Personal Property Sales	Surplus Property	\$375,000	\$296,757	
FY 2017 (YTD)	4010 - DC SURPLUS PERSONAL PROPERTY SALES OPER.	Proceeds from Surplus Personal Property Sales	Surplus Property	\$375,000	\$64,789	

15. Please provide a table showing your agency Council-approved original budget, revised budget (after reprogramming's, etc.), and actual spending, by program, for fiscal years 2015, 2016, and the first quarter of 2017. In addition, please explain the

variances between fiscal year appropriations and actual expenditures for fiscal years 2015 and 2016.

	Object Category	Original Budget	Revised Budget	Expenditure	Available Balance	Explanation of Variance
2015	0100 - RESOURCE MANAGEMENT	\$367,891	\$356,168	\$356,168	\$0	
	1000 - AGENCY MANAGEMENT PROGRAM	\$9,208,385	\$40,199,729	\$38,063,686	\$2,136,042	Unused PCARD budget authority - 79%; and Salary lapse
	2000 - PROCUREMENT	\$2,243,874	\$2,053,293	\$1,906,831	\$146,462	Variance due to Salary Lapse
	6000 - PROCUREMENT TECHNOLOGY	\$664,617	\$664,617	\$655,249	\$9,369	Variance due to Salary Lapse
	7000 - TRAINING	\$870,388	\$687,515	\$687,515	\$0	
	8000 - OPERATIONS	\$2,401,297	\$2,314,773	\$2,156,638	\$158,136	Variance due to Salary Lapse
	9000 - BUSINESS RESOURCES AND SUPPORT SERVICES	\$1,888,402	\$1,899,165	\$1,855,608	\$43,557	Variance due to Salary Lapse
	OFFICE OF CONTRACTING AND PROCUREMENT	\$17,644,855	\$48,175,261	\$45,681,696	\$2,493,565	
2016	0100 - RESOURCE MANAGEMENT	\$378,934	\$418,934	\$383,357	\$35,577	Variance due to Salary Lapse
	1000 - AGENCY MANAGEMENT PROGRAM	\$13,063,059	\$50,602,684	\$50,923,550	(\$320,866)	Variance due to increased FTEs under the procurement division
	2000 - PROCUREMENT	\$3,437,575	\$3,077,575	\$2,410,077	\$667,498	Variance due to salary lapse and FTE shift from PGM 2000 to 1000
	6000 - PROCUREMENT TECHNOLOGY	\$700,774	\$700,774	\$640,371	\$60,403	Variance due to Salary Lapse
	7000 - TRAINING	\$814,822	\$814,822	\$837,799	(\$22,977)	Budget to Actual Salary Differential
	8000 - OPERATIONS	\$2,539,063	\$40,229,210	\$40,046,491	\$182,719	Variance due to Salary Lapse

	9000 - BUSINESS RESOURCES AND SUPPORT SERVICES	\$1,888,713	\$1,828,713	\$1,625,841	\$202,872	Variance due to Salary Lapse
	OFFICE OF CONTRACTING AND PROCUREMENT	\$22,822,939	\$97,672,711	\$96,867,485	\$805,226	
2017	0100 - RESOURCE MANAGEMENT		\$0	\$0	\$0	
	1000 - AGENCY MANAGEMENT	\$26,878,345	\$26,878,345	\$9,631,060	\$17,247,284	
	2000 - PROCUREMENT	\$18,311,502	\$18,311,502	\$4,960,512	\$13,350,989	
	7000 - TRAINING	\$857,191	\$857,191	\$184,640	\$672,551	
	8000 - OPERATIONS	\$3,979,885	\$3,979,885	\$1,212,708	\$2,767,177	
	9000 - BUSINESS RESOURCES AND SUPPORT SERVICES	\$1,634,207	\$1,634,207	\$460,358	\$1,173,849	
	OFFICE OF CONTRACTING AND PROCUREMENT	\$51,661,130	\$51,661,130	\$16,449,280	\$35,211,850	

16. Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2016 and 2017 (to date). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

Fiscal Year	Seller Agency	Buyer Agency	Service Description	Service Period	Total Amount
FY16	DPW	OCP	Fleet Services + Trash Recycling	10/01/15 - 09/30/16	\$33,051.97
	OCTO	OCP	Technology Support	10/01/15 - 09/30/16	\$239,148.40
	OFRM	OCP	Financial Services	10/01/15 - 09/30/16	\$102,546.00
	OCP	DOH	Contracting Services	10/01/15 - 09/30/16	\$219,397.70
	OCP	DHCF	Contracting Services	10/01/15 - 09/30/16	\$908,470.63
	OCP	DOES	Contracting Services	10/01/15 - 09/30/16	\$487,062.69
	OCP	DBH	Contracting Services	10/01/15 - 09/30/16	\$1,229,020.66
	OCP	DDS	Contracting Services	10/01/15 - 09/30/16	\$849,775.97
	OCP	CFSA	IT Support/E-sourcing Module	10/01/15 - 09/30/16	\$40,000.00

	OCP	Multiple Agencies	Purchase Card	10/01/15 - 09/30/16	\$35,561,298.17
	Total				\$ 39,669,772.19
FY 2017	DPW	OCP	Fleet Services + Trash Recycling	10/01/16 - 09/30/17	\$28,062.16
	OFRM	OCP	Financial Services	10/01/16 - 09/30/17	\$102,546.00
	OCP	DOH	Contracting Services	10/01/16 - 09/30/17	\$231,103.85
	OCP	DHCF	Contracting Services	10/01/16 - 09/30/17	\$1,113,468.47
	OCP	DOES	Contracting Services	10/01/16 - 09/30/17	\$832,315.37
	OCP	DDS	Contracting Services	10/01/16 - 09/30/17	\$444,761.91
	OCP	DDOT	Contracting Services	10/01/16 - 09/30/17	\$460,103.06
	OCP	OCA	Contracting Services	10/01/16 - 09/30/17	\$70,231.20
	OCP	Multiple Agencies	Purchase Card	10/01/16 - 09/30/17	\$22,603,659.05
	Total				\$25,886,251.07

17. D.C. Law requires the Mayor and the Chief Financial Officer to submit to the Council, simultaneously with a proposed budget submission, actual copies of all agency budget enhancements requests, including the “Form B” for all District agencies (See D.C. Code § 47-318.05a). In order to help the Committee understand agency needs, and the cost of those needs for your agency, please provide, as an attachment to your answers, all budget enhancement requests submitted by your agency to the Mayor or Chief Financial Officer as part of the budget process for fiscal years 2016 and 2017.

We are working with the Mayor’s Budget Office on developing our budget. Budget enhancement requests for recent past fiscal years are being reviewed as part of this process. We will be happy to share the Mayor’s FY18 budget, including our agency’s budget enhancements, once it has been submitted to the Council.

18. Please list each grant or sub-grant received by your agency in fiscal years 2016 and 2017 (to date). Include multi-year grants. List the date, amount, purpose of the grant or sub-grant received, and explain how the grant is allocated if it is a multi-year grant.

OCP did not receive any grants in fiscal years 2016 and 2017.

19. Please describe every grant your agency is, or is considering, applying for this fiscal year.

OCP is not applying for any grants this year.

20. Please list all currently open capital projects for your agency as of the date of your response, including those projects that are managed or overseen by another agency or entity. Include a brief description of each, the total estimated cost, expenditures to date, the start and completion dates, and the current status of the project. Also,

indicate which projects are experiencing delays and which require additional funding.

OCP does not have any currently open capital projects.

21. Please list all pending lawsuits that name your agency as a party. Please identify which cases on the list are lawsuits that potentially expose the city to significant liability in terms of money and/or change in practices. The Committee is not asking for your judgment as to the city’s liability; rather, we are asking about the extent of the claim. For those claims identified, please include an explanation about the issues for each case.

Case Name	Issue	When Filed	Impact on Agency (OCP)
Appeal of Advantage Healthplan, Inc., CAB No. D-1461	Appeal of assessment of costs relating to unsupported claim arising out of Capitated Provider Agreements	12/4/12	\$2.3 M claim against contractor
Appeal to Superior Court/Case No. 2016 CA 006119 P (MPA), Beale and Cofield	Claim of failure to give rified employee priority consideration for rehire	8/26/14 Appealed OEA decision to Superior Court.	Seeking reinstatement, back pay, and attorneys’ fees
Appeal of Verifone, CAB No. D-1475	Claim for termination for convenience settlement costs	5/24/13	\$11.6M claim against District
Appeal of Civil Construction D-1294, D-1413, & D-1417	Request for equitable adjustment-delay damages The CAB issued a final decision in favor of the contractor in October 2015. The District appealed to the DC Court of Appeals.	9/6/06	\$658,659.78 plus interest and extended home office overhead.
Appeal of A&M D-1314, 1330, 1401, & 1402 Hearing on damages scheduled for Sept. 2017.	Request for equitable adjustments	8/1/07	\$1,726,170.20 plus interest
Appeal of Civil Construction D-1508 Merits hearing	Request for equitable adjustment for changes, delays, and disruptions	11/17/15	\$170,949.44 plus interest

Case Name	Issue	When Filed	Impact on Agency (OCP)
Dec. 2017.			
Appeal of Flippo Construction D-1422	Construction delay claim	1/18/11	\$1.9M plus interest; District counterclaim for \$743,600 liquidated damages
Appeal of Fort Myer Constr. Corp. D-1497	Request for equitable adjustment for costs, extended overhead costs, and profit mark up	7/2/14	\$506,827.73 plus interest
Appeal of Fort Myer Construction Corp. D-1454	Request for equitable adjustment	7/18/12	\$315,000 plus interest
Appeal of Fort Myer Construction Corp. D-1458	Request for equitable adjustment	9/28/12	\$7.5M plus interest
Appeal of Fort Myer Construction Corp. D-1480	Construction delay claim	7/3/13	\$387,756 plus interest
Appeal of Fort Myer Construction Corp. D-1498	Appeal of COFD assessing liquidated damages in the amount of \$164,700.00.	8/8/14	None
Appeal of Rustler Construction, Inc. D-1385	Request for equitable adjustment and delay claim	4/1/10	\$1,227,021 plus interest
OCP Employee v. DC Office of	Discrimination charge	10/30/16	Requested relief not identified

Case Name	Issue	When Filed	Impact on Agency (OCP)
Contracting and Procurement, EEOC Charge No. 570-2016-02311			
Protest of Stockbridge Consulting, LLC, CAB No P-1035	Challenge to OCTO software license procurement	1/13/17	Potential costs of corrective action or reprocurement
Protest of Care Environmental Corp., CAB No. P-1032	Supplemental protest to CAB No. P-1026	12/19/16	Potential costs of corrective action or reprocurement
Protest of Neal R. Gross & Co., Inc., CAB No. P-1031	Protest of award of DCSS task order for SBOE transcription services	12/1/16	Potential costs of corrective action or reprocurement
New Beginnings, LLC, CAB No. P-1030	Challenge to temporary staff award for DFHV	11/9/16	Potential costs of corrective action or reprocurement
AMR Risk Consultants, Inc., CAB No. P-1029	Protest of award of actuarial services	11/7/16	Potential costs of corrective action or reprocurement
Blocker & Brown Polygraph Services, Inc., CAB No. P-1028	Protest of procurement for MPD polygraph services	11/7/16	Potential costs of corrective action or reprocurement
Health IT 2 Business Solutions, LLC, CAB No. P-1027	Protest of OCTO short-term DCSS/GSA awards	10/27/16	Potential costs of corrective action or reprocurement
Care Environmental Corp., CAB No. P-1026	Challenge to DPW's procurement for household waste collection transportation and disposal	10/21/16	Potential costs of corrective action or reprocurement
Analytica, LLC CAB No. P-1036	Challenge to the award to a higher priced bidder	1/31/17	Potential costs of corrective action or reprocurement

22. (a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2016 or 2017 (to date).

OIG Risk Assessment of District of Columbia Procurement System. This is a mandated (for OIG) audit of the District of Columbia's Procurement System. As per D.C. Code § 1-301.1 15a(a)(3)(E) (2016), the OIG is required to conduct an annual operational audit of all procurement activities of the District of Columbia. The objective of this engagement is to identify high-risk systemic issues, practices, or incongruent rules and regulations within the procurement system. In order to meet this mandate, this audit will be conducted as a comprehensive risk assessment. Based on the results of this engagement, the OIG will identify follow-on audits, inspections, or evaluations to address high-risk areas beginning in fiscal year (FY)2017. This is an ongoing audit with an estimated completion date of 3/31/17.

ODCA Winter Storm Jonas Emergency Response Report – “D.C. Spent \$41 Million in Emergency Contingency Funds Responding to Winter Storm Jonas, and Could Have Saved Money through Negotiation and Improved Management of Retainer Contracts”

The purpose of this report was to investigate the actions taken by the Department of Public Works (DPW) regarding emergency contracts for snow removal and other services during and following Winter Storm Jonas in January 2016. The audit sought to determine whether the District took a responsible and reasonable approach to the snow response. This request included examining the parties the District paid, the services provided, and the cost of those services. This report also explored whether the District paid an additional price due to extensive use of purchase cards to pay for services, and whether the District may have saved additional funds if more retainer contracts had been in place prior to the storm or if the District’s snow removal budget had been larger. Lastly, this report compared the District to other jurisdictions with regard to its response to extreme snow events.

ODCA DC Business Center Case Study (with DCRA, DMPED and other agencies). This case study explored the investment planning and subsequent execution of a multiagency software implementation project. The objective of this case study was to identify the challenges faced by District agencies and lessons learned that can inform the District government on how better to create the conditions that will allow these investments to deliver the results intended at the initiation of a project. OCP’s portion of this report is complete.

(b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.

ODCA Evaluation of AmeriNational contract with DHCD. AmeriNational Community Services, Inc. provides loan services, loan collection, lease services, lease collection and foreclosure services for a number of DHCD programs. The objective of ODCA’s review of the contract is to “gain an understanding of the history of the procurement and to assess whether the terms are consistent or differ significantly from similar services provided in other jurisdictions.”

23. Please list, in chronological order, all employee grievances filed against your agency in fiscal years 2016 and 2017 (to date). Include on the chronological list any earlier grievance that is still pending in any judicial forum. For each, give a brief description of the matter as well as the current status. If the entirety of you answer was covered by question no. 10, indicate that here and do not repeat the answer.

Step 4 Grievance received December 20, 2016 – Suitability Screening. Step 4 Grievance pursuant to Article 22 Section 2 of the Master Agreement in reference to a perceived violation of the Memorandum of Understanding between the District Government and the American Federation of State, County and Municipal Employees (AFSCME), regarding the implementation of Suitability Screening for OCP designated Security Sensitive positions. The agency responded to the Step 4 Grievance on January 5, 2017 disputing the claims indicated by AFSCME Local 2401, as of today the union has not submitted a Step 5 - official request for arbitration, and the deadline has passed. A request for arbitration must be filed within 20 days after the reply is due or received, whichever is sooner.

24. In table format, please list the following for fiscal years 2016 and 2017 (through January 31, 2017) regarding the agency’s use of SmartPay (credit) cards for agency purchases: (1) individuals (by name and title/position) authorized to use the cards; (2) purchase limits (per person, per day, etc.); and (3) total spent (by person and for the agency).

Cardholder	Title	Daily Limit	Monthly Limit	Total Spent in FY16
Elizabeth Cadogan	Business Engagement Manager	\$5,000.00	\$20,000.00	\$23,176.72
Forrest Carpenter	Communications Specialist	\$5,000.00	\$20,000.00	\$5,720.42
Kimberly Diggs	Executive Assistant	\$5,000.00	\$20,000.00	\$93,566.54
Berchel Douglas	Administrative Support Specialist	\$5,000.00	\$20,000.00	\$41,778.06
Latrina Gross	Support Services Specialist	\$5,000.00	\$20,000.00	\$24,988.68
Ryan Lewis*	Property Disposal Officer	\$5,000.00	\$20,000.00	\$15,851,306.02

*Purchase card used during declared District emergencies.

Cardholder	Title	Daily Limit	Monthly Limit	Total Spent in FY17
Elizabeth Cadogan	Business Engagement Manager	\$5,000.00	\$20,000.00	\$245.58
Forrest Carpenter	Communications Specialist	\$5,000.00	\$20,000.00	\$518.70
Kimberly Diggs	Executive Assistant	\$5,000.00	\$20,000.00	\$24,957.72
Berchel Douglas	Administrative Support Specialist	\$5,000.00	\$20,000.00	\$4,669.75
Latrina Gross	Support Services Specialist	\$5,000.00	\$20,000.00	\$6,175.60

25. Please provide a list of all procurements for goods or services for use by your agency over \$10,000 for fiscal years 2016 and 2017 (to date). Give a brief explanation of each, including the name of the contractor, purpose of the contract, and the total dollar amount of the contract. Exclude from this answer purchase card (SmartPay) purchases.

FY2016	Name of the Contractor	Purpose of the Contract	Total Dollar Amount of Contract
	Walton and Green Consultants	Temporary contracted staff for OCP headquarters and Surplus Property Division.	\$50,054.40
	Capital Services and Supplies	Agency related moving and logistic services	\$31,678.00
	Dell Computer Corporation	Laptop, Monitor, and Accessories for agency PC refresh for current staff.	\$52,633.05
	GovDeals, Inc.	Online auction services to host surplus property items sold by OCP at auction.	\$296,000.00
	Walton and Green Consultants	Temporary contracted staff for OCP headquarters and Surplus Property Division.	\$158,596.20
	Star Office Products, Inc.	Office supplies for OCP headquarter and deployed staff.	\$13,363.35
	Dell Computer Corporation	Laptop, Monitor, and Accessories for agency PC refresh for current staff.	\$10,489.24
	Dell Computer Corporation	Laptop, Monitor, and Accessories for agency PC refresh for current staff.	\$49,128.00
	Capitol Document Solutions LLC	Copier and maintenance agreement purchase for use by	\$19,200.00

		procurement staff	
	George Washington University Center for Excellence in Public Leadership	Onsite certification training for procurement staff.	\$168,000.00
	Business Promotions Consultant	Consultant hired to develop standard operating procedure manuals and process maps for RFP and IFP process.	\$51,350.64
	Dell Computer Corporation	Adobe Acrobat Professional licenses for procurement staff use.	\$31,969.47
	Limbic Systems Inc.	Automation of the DC Supply Schedule (DCSS) registration form.	\$55,000.00
	Incapsulate, LLC	Consultant hired to develop performance management and business intelligence tools for the agency for operation enhancement. Develop tool will measure total number of contract extensions, number of staff with appropriate certifications, lifecycle of contract award from start to finish, and procurement administrative lead time	\$148,851.68
	MVS, Inc.	Purchase of Microsoft Surface	\$25,558.80

		Pro's and accessories for use by Surplus Property Staff to conduct mobile cost analysis on surplus property at various agency locations.	
	Dun and Bradstreet	Online system and reporting services used by Procurement staff.	\$13,560.00
	Total of FY 2016 Procurements		\$1,175,432.83

FY2017	Name of the Contractor	Purpose of the Contract	Total Dollar Amount of Contract
	GovDeals, Inc.	Online auction services to host surplus property items sold by OCP at auction.	\$120,000.00
	Dell Computer Corporation	Hardware (laptop, mice, keyboards, docking stations) for new staff	\$19,753.68
	Compass Group USA, INC.	Conference facility used to host the annual OCP DC Buys Trade Fair on Thursday, April 27., 2017	\$12,993.00
	Walton and Green Consultants	Temporary contracted staff for OCP headquarters and Surplus Property Division.	\$64,207.85
	Dun and Bradstreet	Online system and reporting services used by Procurement staff.	\$16,851.00
	George Washington University Center for Excellence in Public Leadership	Onsite training for procurement staff.	\$95,491.60
	Total of FY 2017 Procurements		\$329,297.13

26. a) Please describe how your agency manages and limits its mobile, voice, and data costs, including cellular phones and mobile devices.

OCP reviews and monitors the mobile device usage by leveraging a strong, intra-district and collaborative relationship with the Office of the Chief Technology Officer through monthly reporting, usage and detailed billing reviews.

(b) In table format, please provide the following information for fiscal years 2016 and 2017 (to date), regarding your agency's use of cellular phones and mobile devices: (1) individuals (by name and title/position) authorized to carry and use such devices; (2) total annual expense (FY) for each individual's use; and (3) justification for such use (per person). If the list is more than one page in length, you may provide it as an attachment.

See Attachment C: Mobile Asset Listing

27. (a) Does your agency have or use one or more government vehicle? If so, for fiscal years 2016 and 2017 (to date), please list any vehicle the agency owns, leases, or has assigned to it. You may group the vehicles by category (e.g., 15 sedans, 33 pick-up trucks, three transport buses, etc.).

In fiscal year 2016, OCP had two box trucks and four vans.

In fiscal year 2017, OCP has two box trucks and four vans.

(b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2015, 2016, and 2017 (to date). Provide: (1) a brief description of each accident; (2) the type of vehicle involved; (3) the justification for using such vehicle; (4) the name and title/position of the driver involved; and (5) whether there was a finding of fault and, if so, who was determined to be at fault.

OCP has no accidents involving our agency vehicles for fiscal years 2015, 2016, or 2017.

28. D.C. Law requires the Mayor to pay certain settlements from agency operating budgets if the settlement is less than \$10,000 or results from an incident within the last two years (see D.C. Code § 2-402(a)(3)). Please itemize each charge-back to your agency for a settlement or judgment pursuant to D.C. Code § 2-402.

OCP has not paid any settlements in the last two years.

29. (a) D.C. Law prohibits chauffeurs, take-home vehicles, and the use of SUVs (see D.C. Code §§ 50-203 and 50-204). Is your agency in compliance with this law?

Yes, OCP is in compliance with this law.

(b) Please explain all exceptions, if any, and provide the following: (1) type of vehicle (make, model, year); (2) individuals (name/position) authorized to have the vehicle; (3) jurisdictional residence of the individual (e.g., Bowie, MD); and (4) justification for the chauffer or take-home status.

30. In table format, please provide the following information for fiscal years 2016 and 2017 (to date) regarding your agency's authorization of employee travel: (1) individuals (by name and title/position) authorized to travel outside the region; (2) total expense for each trip (per person, per trip, etc.); and (3) justification for the travel (per person and trip).

Fiscal Year	Employee Name/Title	Purpose of Travel	Total Exp.	Justification
2016	Elizabeth Anderson Public Affairs Specialist	ICMA Meeting Marriott 3 Statehouse Plaza Little Rock, AR	\$987.70	International City/County Management Association (ICMA) is an organization of professional local government leaders building sustainable communities and fostering professional local government management worldwide. The organization provides technical and management assistance, training, and information resources in the areas of performance measurement, ethics education and training, community and economic development, environmental management, technology,
2016	Antoinette Goins IT Manager	Ariba Conference Las Vegas, NV	\$2058.96	Ariba LIVE is the leading professional conference for exploring best-in-class business commerce practices. Ariba provided information about the latest thought leadership and solutions for sourcing and procurement, supplier management, capitalizing on global business networks, and driving better collaboration with our partners and suppliers.
2016	Sheila Mobley (Former) Deputy Chief Procurement Officer	NASPO How to Market to State Government Atlanta, GA	\$1,500.00	National Association of State Procurement Officials (NASPO) provides procurement professionals with professional development and certification preparation that is essential to their position. All travel expenses were paid by NASPO.
2016	Angela Turner Chief	NASPO How to Market to State Government	\$1,500.00	National Association of State Procurement Officials (NASPO) provides procurement

	Contracting Officer	Atlanta, GA		professionals with professional development and certification preparation that is essential to their position. All travel expenses were paid by NASPO.
2016	Marvin Manassa Director of Business Resources Chief Property Officer	NASPO How to Market to State Government Atlanta, GA	\$1,500.00	National Association of State Procurement Officials (NASPO) provides procurement professionals with professional development and certification preparation that is essential to their position. All travel expenses were paid by NASPO.
2016	Priscilla Mack Chief Contracting Officer	NASPO How to Market to State Government Atlanta, GA	\$1,500.00	National Association of State Procurement Officials (NASPO) provides procurement professionals with professional development and certification preparation that is essential to their position. All travel expenses were paid by NASPO.
2016	Sheila Mobley (Former) Deputy Chief Procurement Officer	NASPO How to Market to State Government Atlanta, GA	\$1,500.00	National Association of State Procurement Officials (NASPO) provides procurement professionals with professional development and certification preparation that is essential to their position. All travel expenses were paid by NASPO.

31. Please provide and itemize, as of January 31, 2017, the current number of When Actually Employed (WAE), term, and contract personnel within your agency. If your agency employs WAE or term personnel, please provide, in table format, the name of each employee, position title, the length of his or her term or contract, the date on which he or she first started with your agency, and the date on which his or her current term expires.

Name of Emp.	Position Title	Length of Term Appt.	Start Date	Term Expires
Timur Plavan	IT Specialist	13 months	2/22/2016	3/21/2017
Marketa Nicholson	Procurement Analyst	13 months	4/04/2016	5/03/2017

32. What efforts has your agency made in the past year to increase transparency? Explain.

In the past year, OCP has devoted efforts to increasing transparency to our customer agencies as well as to the public and business community. Most significantly, OCP has provided support to the contracting officers to increase the number of contracts posted on the website. This has included providing additional resources dedicated to scanning and uploading contracts to the OCP website. For fiscal year 2016 and 2017 to date, OCP has posted \$5.93B of new awards, a significant increase from the previous years. We also combined our awarded contracts database and notice of contract awards in one searchable database. We continue to post our purchase card transactions and purchase orders on a regular basis.

In fiscal year 2016, OCP posted a procurement forecast to the OCP website. The forecast makes it easier for members of the business community to follow the procurement process from anticipated need through contract award. A procurement forecast will allow the business community to find out about upcoming solicitations so that they can properly plan and allocate resources to prepare bids or proposals and participate in the procurement process.

33. What efforts will your agency be making to increase transparency? Explain.

OCP will continue to place emphasis on posting awarded contracts on the OCP website. We will continue to provide administrative support to the contracting officers to scan and post documents to the OCP website. For those agencies under OCP's authority that are not using PASS to make awards, OCP is working to implement eSourcing and the contracts modules so that the posting process is automated.

OCP is also working to make payment information more accessible to the business community. A report is posted to the OCP website with payments to primes. OCP is working to expand the information included and create an automated solution going forward.

34. Please identify any legislative requirements that your agency lacks sufficient resources to properly implement. Explain.

There are no legislative requirements that OCP lacks sufficient resources to properly implement.

35. Please identify any statutory or regulatory impediments to your agency's operations.

Two remaining statutory impediments to OCP's operations were identified and addressed in Bill No. 21-397, the "Procurement Practices Reform Amendment Act of 2015," the Mayor's proposed legislation for streamlining various aspects of the procurement process. Although these two areas were not included in the enacted legislation, the "Procurement Integrity, Transparency, and Accountability Amendment Act of 2015," they still continue to be of concern to OCP and deserve further attention by the Council. The specific areas are: (1) revising Council review criteria for option periods so that the base period and options are reviewed once at the time of initial award of the contract; and allowing 10-day passive approval for contracts that exceeded their initial ceiling due to an unanticipated increase in need or additional funding added to a program or project that is \$1M or more than the original ceiling. .

36. Did your agency receive any FOIA requests in fiscal year 2016? If yes, did the agency file a report of FOIA disclosure activities with the Secretary of the District of Columbia? If available, please provide a copy of that report as an attachment.

See Attachment D: OCP FY 2016 FOIA Report

37. (a) Please attach copies of the required annual small business enterprise (SBE) expenditure reports for your agency for fiscal years 2015 and 2016.

See attachment E: SBE Expenditure Reports

(b) D.C. Official Code § 2-218.53(b) requires each District agency to submit supplemental information with their annual SBE expenditure report, including: a description of the activities the agency engaged in to achieve their fiscal year SBE expenditure goal; and a description of any changes the agency intends to make during the next fiscal year to achieve their SBE expenditure goal. Has your agency submitted the required information for fiscal year 2016? Please provide a copy as an attachment.

See attachment E: SBE Expenditure Reports

38. Please provide, as an attachment, a copy of your agency's current annual performance plan as submitted to the Office of the City Administrator.

See Attachment F: OCP FY 2017 Annual Performance Plan

39. (a) What are your agency’s key performance indicators and what has been your agency’s performance (per these KPIs) in fiscal year (or calendar year) 2015, 2016, and 2017 (through the first quarter).

OCP KPI Measures	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Quarter 1
1 - Improve procurement service delivery to gain quality and cost efficiency of procured goods and services. (8 Measures)						
Percent of Comprehensive Annual Financial Report (CAFR) deficiencies remediated within a year of the audit period	100%	No applicable incidents	100%	No applicable incidents	100%	Annual Measure
Percent of audited contracting officers with a scorecard rating of at least 80%	Not available	Not available	Not available	New Measure	100%	Annual Measure
Percent of Single Audit Act deficiencies remediated within a year of the audit period	100%	No applicable incidents	100%	Waiting on Data	100%	Annual Measure
Amount of revenue generated from surplus property (in millions)	3.9	4.2	4	4.1	4	Annual Measure
Amount of cost avoidance	3	9.35	4	4.8	5	Annual Measure

realized through re-utilization of surplus (in millions)						
Percent of IT support issues resolved for all customers within eight (8) business hours	90%	96.40%	95%	96.78%	95%	100%
Percent of vendor maintenance records approved within twenty-four (24) business hours	90%	99.80%	90%	99.44%	90%	100%
Percent of procurements greater than \$1 million utilizing proper milestone planning	Not available	Not available	Not available	New Measure	80%	Annual Measure
2 - Improve planning and forecasting to support strategic business decisions in procurement. (2 Measures)						
Percent of accurate and timely annual agency acquisition planning reports completed by OCP and the program	Not available	Not available	Not available	New Measure	100%	Annual Measure

agencies						
Percent of milestone plans developed for procurements greater than \$1 million	Not available	Not available	Not available	New Measure	90%	Annual Measure
3 - Manage procurement training to sustain a highly competent workforce. (2 Measures)						
Percent of OCP procurement professionals completing the "Foundations" course within 90 days of on-boarding	Not available	Not available	Not available	New Measure	100%	Annual Measure
Percent of OCP procurement professionals achieving appropriate contracting tier level certification	Not available	Not available	Not available	New Measure	100%	Annual Measure
4 - Improve transparency in contracting decisions and actions to provide reliable information to all stakeholders. (2 Measures)						
Percent of awarded contracts publicly posted	Not available	57.50%	90%	49.32%	90%	76.96%
Percent of FOIA requests responded to within the statutory timeframe (15 business days)	Not available	35%	90%	90.54%	90%	73.17%

5 - Expand industry engagement to ensure that the procurement process is understood and transparent to the vendor community. (1 Measure)						
Number of vendor engagement forums hosted by and in participation with OCP	Not available	Not available	Not available	New Measure	20	Annual Measure

(b) What KPIs have been dropped (or changed) since 2014? List each specifically and explain why it was dropped or changed.

1. Number of certified non-profits using SPD program
Reason: This measure was re-designed to focus on training within District agencies to maximize the city’s ability to generate revenue and cost avoidance realization.
2. Number of agency property officers trained on the federal reutilization website; GSAXCESS.gov.
Reason: This measure is no longer necessary as a KPI. The designated property officers have been trained.
3. Number of additional vendors in Sourcing Module
Reason: This measure is no longer a current issue. The original focus was on ensuring that vendors were aware of and utilizing e-Sourcing; it is now standard practice.
4. % of Customer Service Quality and speed criteria achieved for all calls.
Reason: This measure is no longer necessary. This was a specified function within OCP at the time and management wanted to ensure that vendor communications were handled expediently. The information is currently being captured within OCP, but, not reported as a KPI.
5. Dollar amount of Central Purchasing Office purchases per FTE (in millions)
Reason: This measure is no longer necessary. The focus at that time involved Central Office purchasing; it lost its priority when most of the personnel were transferred to other agencies.
6. Percent of solicitations processed through e-Sourcing
Reason: This measure is no longer necessary. Management at that time wanted to ensure that e-Sourcing was being used and to what extent. The information is currently being captured, but, not as a KPI.
7. Number of Term Contracts
Reason: This measure is no longer necessary. Identification of what constituted a “term” and how that differentiated from other forms of contracts had broad and integrated parameters, and therefore did not lend itself to benefitting the agency as a viable data source.

8. Dollar amount of term procurements (in millions)
Reason: This measure is no longer necessary. See Number 7 above.
9. % of Contracts awarded to CBEs
Reason: This measure is no longer necessary. The primary focus shifted to the dollar amount of the contracts awarded to the CBE community.
10. % of Dollars awarded to CBEs
Reason: This measure was modified to capture the total value of the dollars awarded rather than percentage, although that data is readily available.
11. Percent of total number of intranet and internet updates completed within 24 business hours
Reason: This measure is no longer necessary. The internet updates within the 24 hr. is still a requirement being performed by OCP IT, however, it is not a KPI. Intranet updates are managed OCP's Communications unit. There is not a 24 hr. requirement and it is not acknowledged as a KPI.
12. Number of Procurement Integrity and Compliance Division (OPIC) Reviews and Audit Reports Issued
Reason: This measure is no longer necessary. The annual audit plan identifies the projected number of audits and reviews which will be performed. Addressing the volume does not attest to results, therefore, it is not a useful measure.
13. Average number of days to complete a Compliance Review/Audit
Reason: This measure is no longer necessary. This was an attempt to relate completion time with performance. There were too many variables such as complexity, the non-linear quality of audits and the lack of technology to adequately track this measure, therefore, it was not useful.
14. Percent of Sole Source, Emergency and Million Dollar Contracts Audited
Reason: This measure is no longer necessary. The audit plan requires all sole source and emergency contracts to be audited; regardless of the number of incidents, the results will always reflect a 100% audit completion. Therefore, it was determined to not be a useful measure. Million dollar contracts are captured in another type of regular audit, (Delegation Based Audit). Therefore, the measure is not useful and the focus has shifted to the annual CAFR and Single Audit.
15. Percent of Agency Contracting Officer (ACO) Delegations Reviewed / Audited
Reason: The designation of ACO ceased with reorganization.

40. What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities in fiscal years 2017 and 2018.

Award contracts based on best practices

Awarding and managing contracts efficiently and utilizing best practices continue to be OCP's priorities for fiscal year 2017. Our goal is to provide our contracting professionals with up-to-date policies, procedures, and guidance to achieve consistency in the procurement process. Based on industry and District best practices, we will seek opportunities for cost savings and streamlining the process to improve the quality, integrity, and efficiency of procurements.

Acquisition Planning

This year OCP will continue to refine the acquisition planning process so that we are able to create a thorough, comprehensive plan that identifies anticipated requirements, timeframes for delivery and the anticipated budget for each programmatic need in the coming fiscal year. OCP will work with program agencies to develop sound acquisition plans that serve as the basis for procurement forecasts that are a useful tool for current and future industry partners as they seek to do business with the District. OCP is also working with OCTO to further automate the acquisition planning and forecasting process for FY17 data collection.

Enhanced Tools and Reporting

OCP continues to enhance procurement data and systems to create and update tools that all members of the integrated procurement team will find helpful in the planning, coordination, and execution of the procurement process. OCP's priority is to connect the gaps in disparate data, systems, and processes throughout the District to reflect accurate information about status and performance of District contracting and procurements. A goal is to develop a dashboard that will display the current status of contracts in each phase of the procurement process.

Industry Engagement

In fiscal year 2016, OCP reached over 2,000 members of the business community through a coordinated outreach strategy. OCP will continue its signature events including DC Buys and our town hall series, OCP in the Wards. OCP is also working to create more useful and accessible information that will help current and future industry partners navigate the process of doing business with the District. Further, OCP will continue to engage with industry to ensure that concerns are addressed and resolved in a consistent and timely manner.

Procurement Training Institute

The OCP Procurement Training Institute is fully operational with a revised competency-based certification program which is designed to give contracting personnel the foundation they need to lead and support the integrated procurement team and serve as a business advisor to program agencies. Our goal is to ensure that all contracting staff either complete the required tiered certification training, or have an approved training plan, by the end of fiscal year 2017.



FTE: 2
VAC: 0

Effective 2/21/17
TENTATIVE

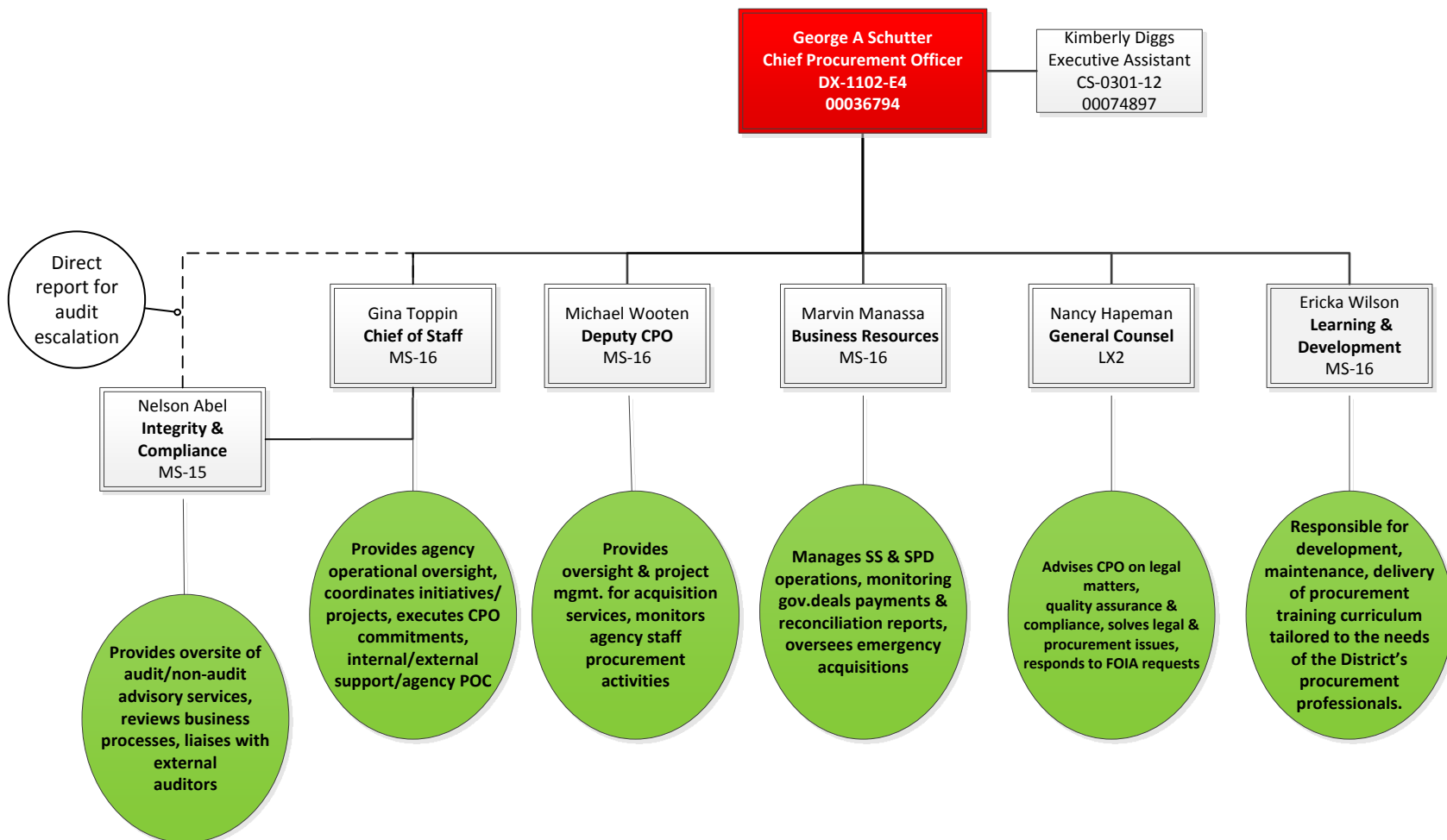
Office of Contracting and Procurement

EXECUTIVE MANAGEMENT

TOTAL
FTE: 223
VAC: 22

Partners with vendors and District agencies to purchase quality goods and services in a timely manner and at a reasonable cost while ensuring that all purchasing actions are conducted fairly and impartially.

Last Updated:
2.13.17

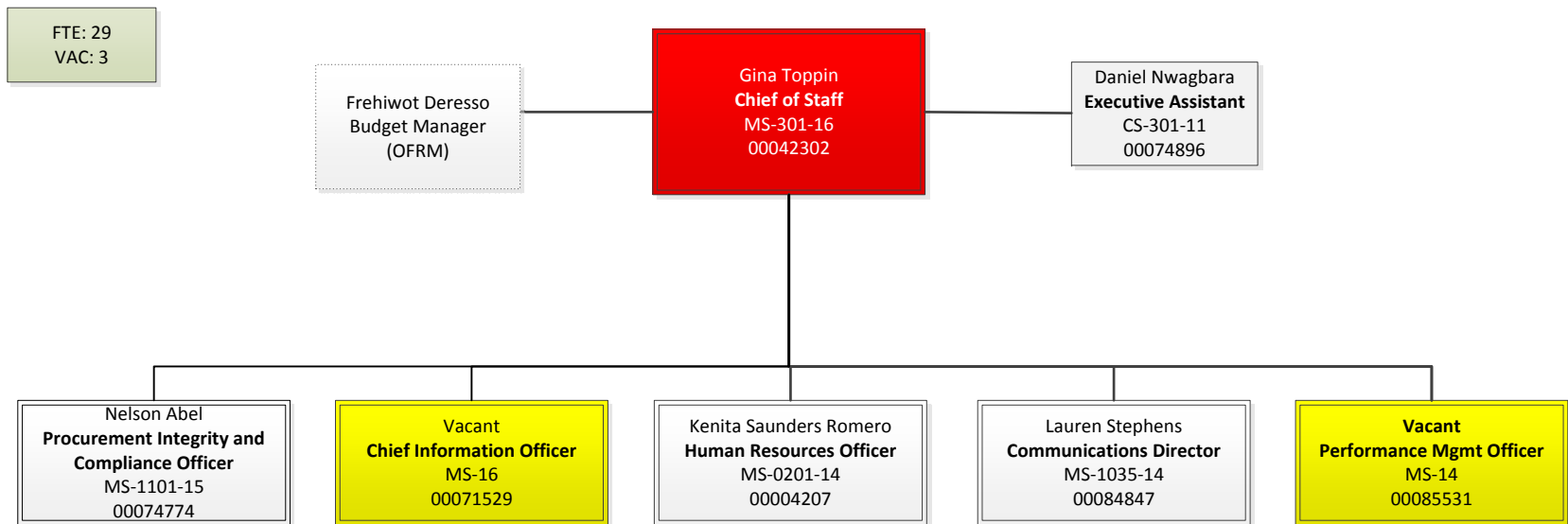




Office of Contracting and Procurement

Operations

Provides a range of oversight, administrative, and customer service support for the Office of Contracting and Procurement and customer agencies.



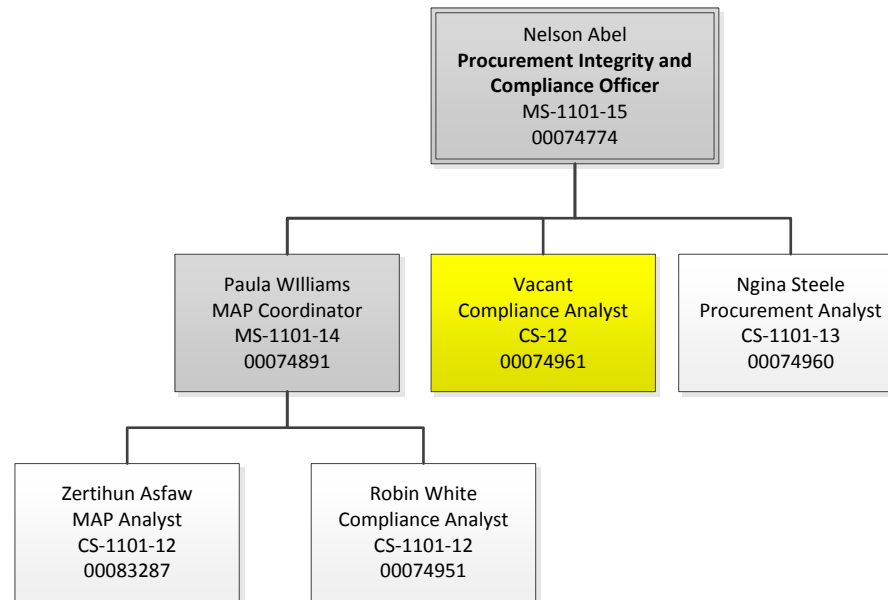


FTE: 6
VAC: 1

Office of Contracting and Procurement

Office of Procurement Integrity and Compliance

Provides oversight of audit/non-audit advisory services, reviews business process, serves as the liaison to external auditors.



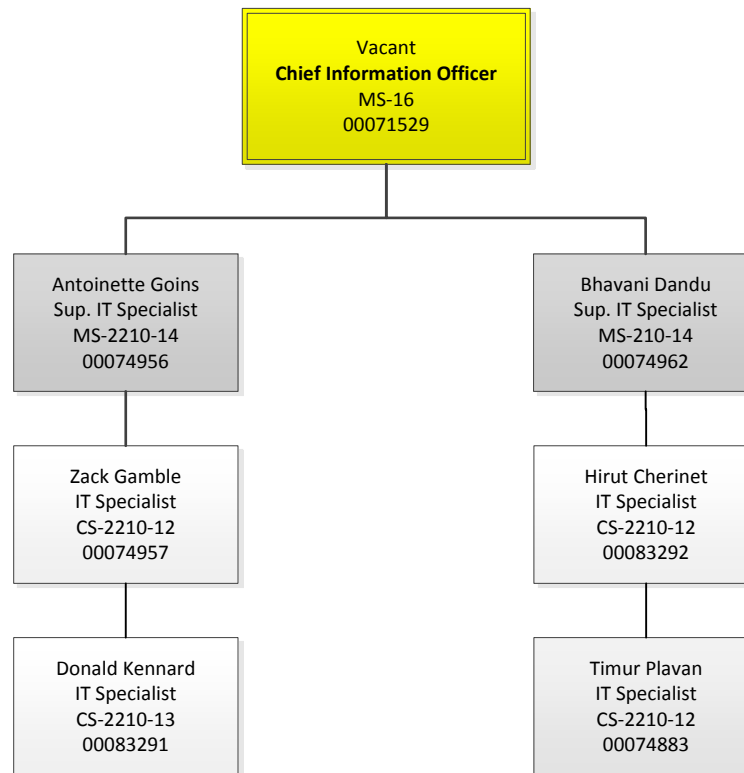


FTE: 7
VAC: 1

Office of Contracting and Procurement

Information Technology

Provides consultative and technical support to agencies, vendors, and OCP procurement professionals, including user training and report generation. Works closely with senior management and the Office of the Chief Technology Officer (OCTO) To implement the latest technologies to promote transparency and accountability to achieve the best results.



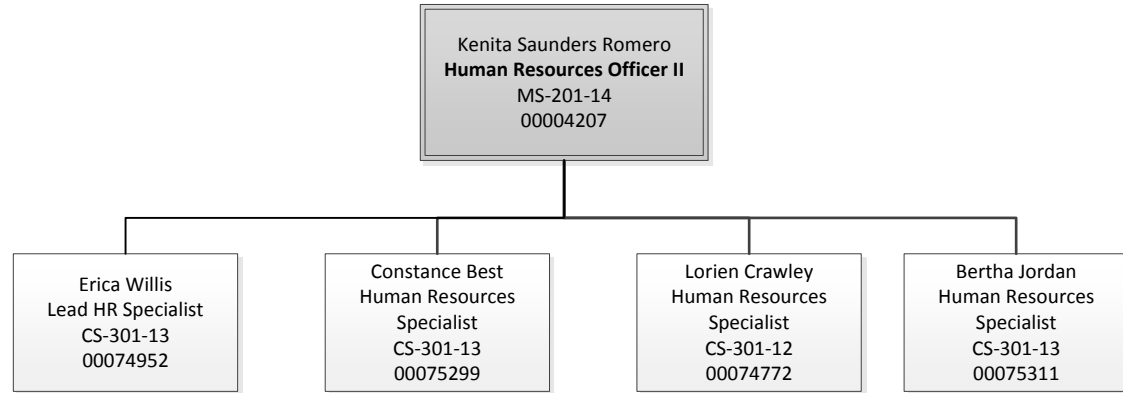


FTE: 5
VAC: 0

Office of Contracting and Procurement

Human Resources Management

Works across agency divisions and programs to assist managers with staff recruitment, retention, and development.



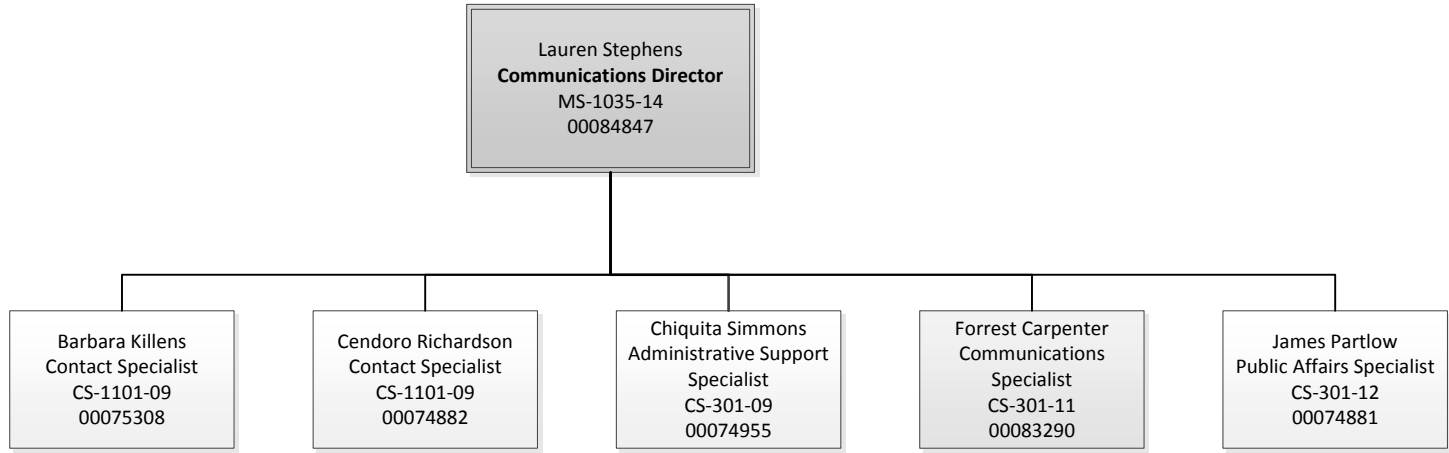


Office of Contracting and Procurement

Communications Division

Plans, develops, and communicates OCP programs, policies and activities.

FTE: 6
VAC: 0



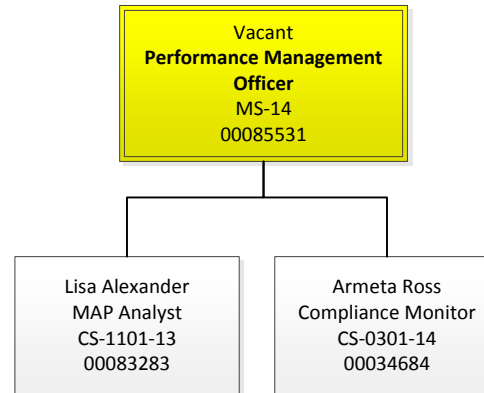


FTE:3
VAC: 1

Office of Contracting and Procurement

Strategic Development and Analysis

Develops policies, procedures ,performance plans and implements strategic objectives.



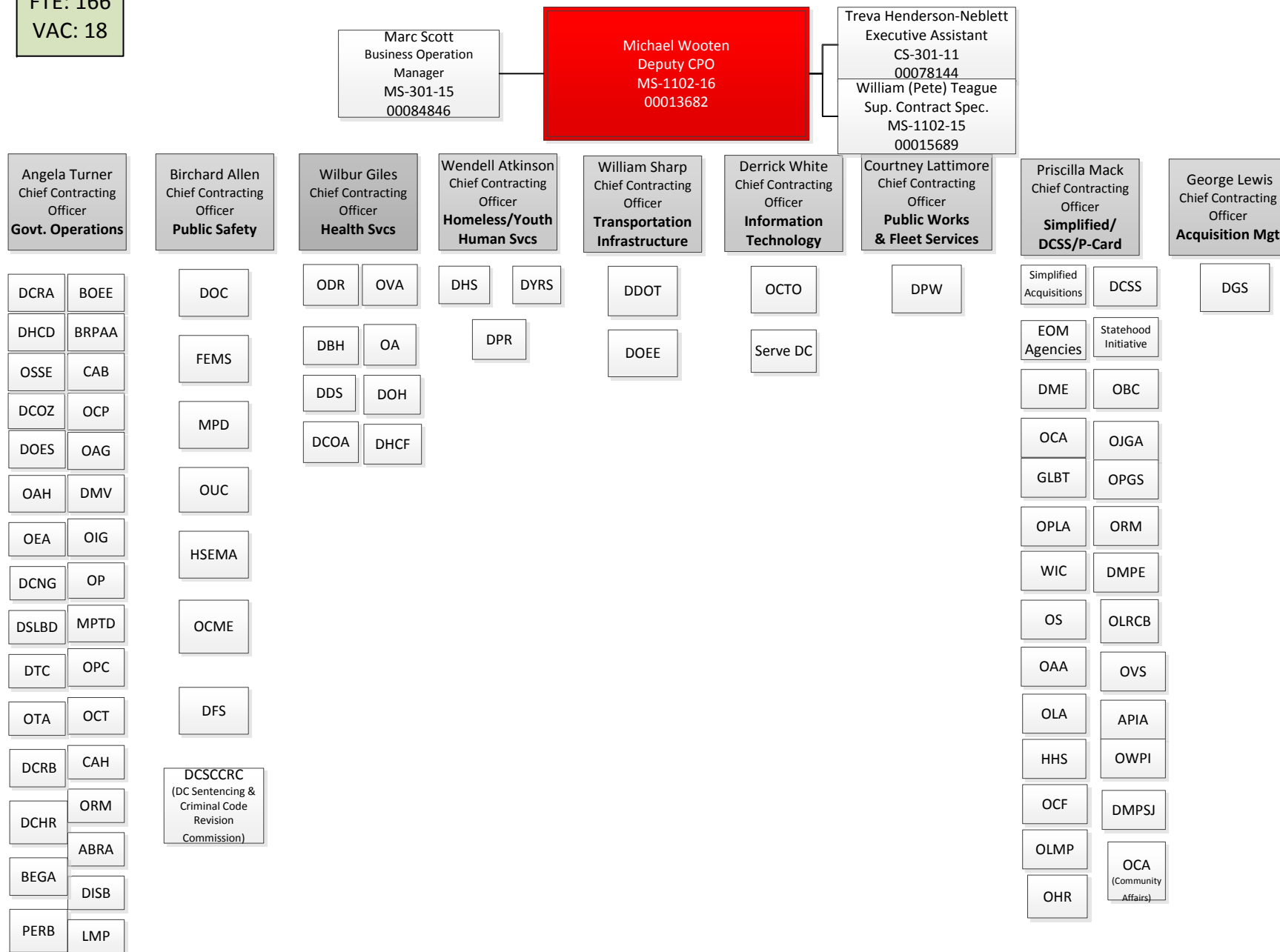


Office of Contracting and Procurement

PROCUREMENT

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services

FTE: 166
VAC: 18



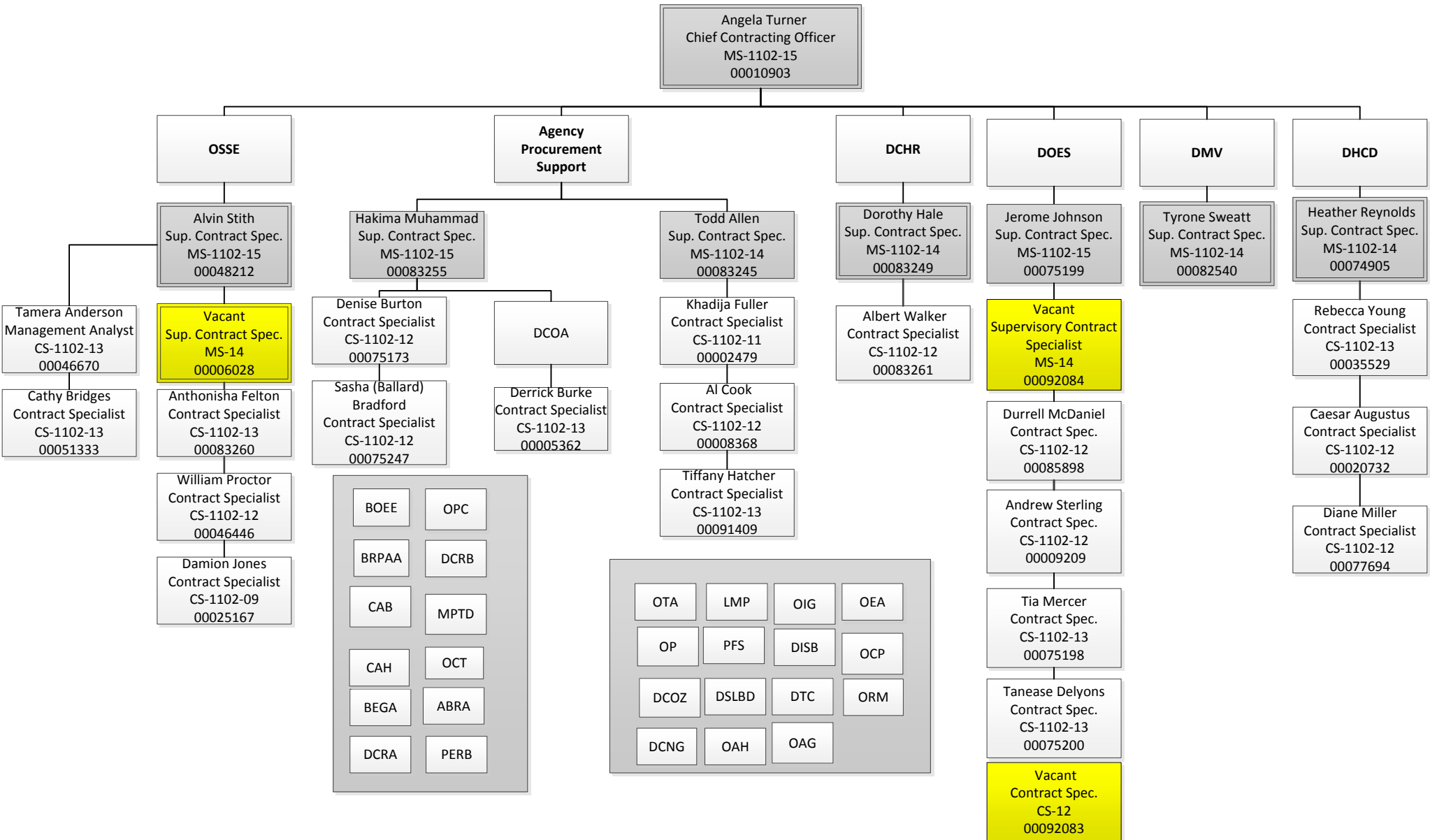


Office of Contracting and Procurement

Government Operations (PROCUREMENT)

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services

FTE: 27
VAC:3



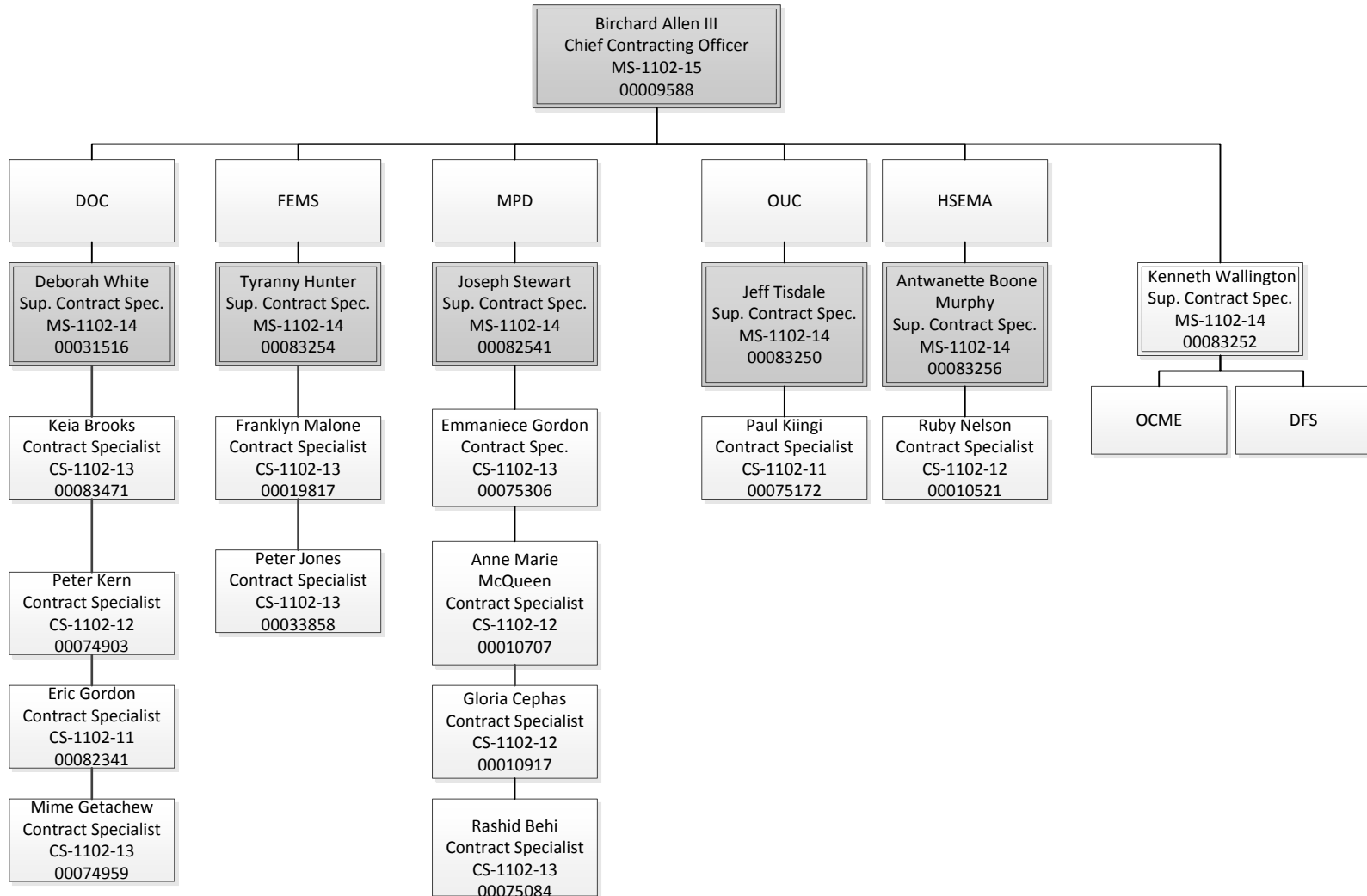


Office of Contracting and Procurement

Public Safety (PROCUREMENT)

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services

FTE: 18
VAC: 0



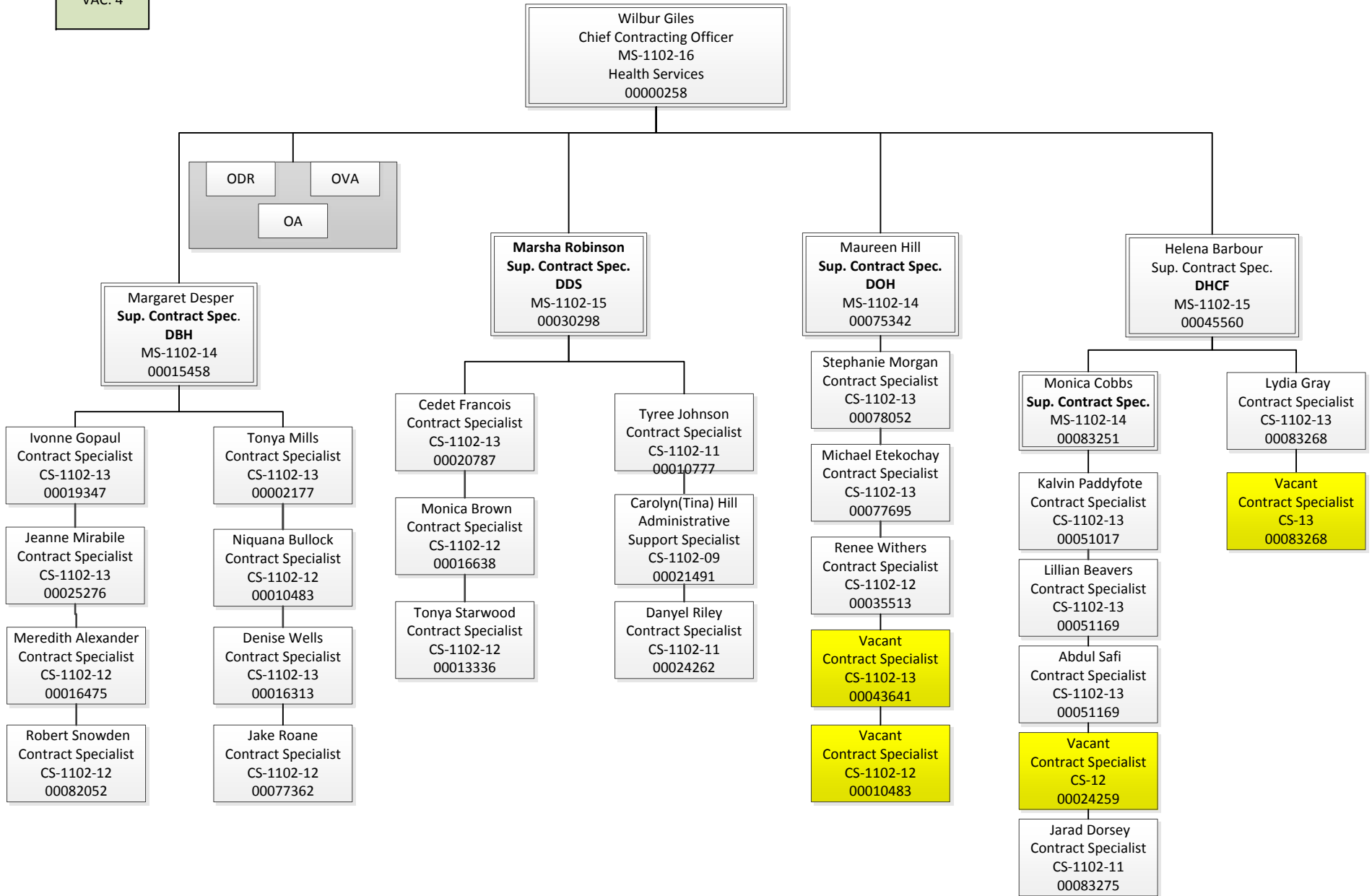
Office of Contracting and Procurement

Health Services (PROCUREMENT)

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services



FTE: 32
VAC: 4



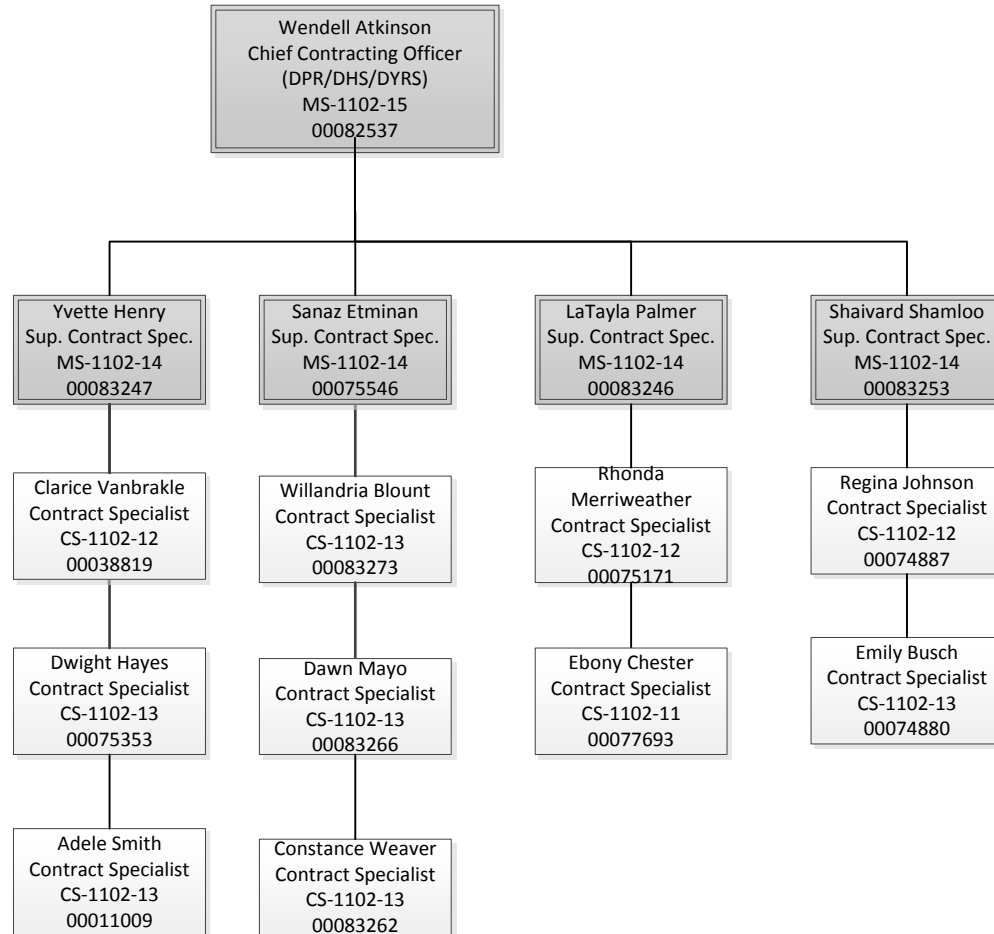


Office of Contracting and Procurement

Homeless/Youth Human Services (PROCUREMENT) (HYHS)

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services

FTE: 15
VAC: 0



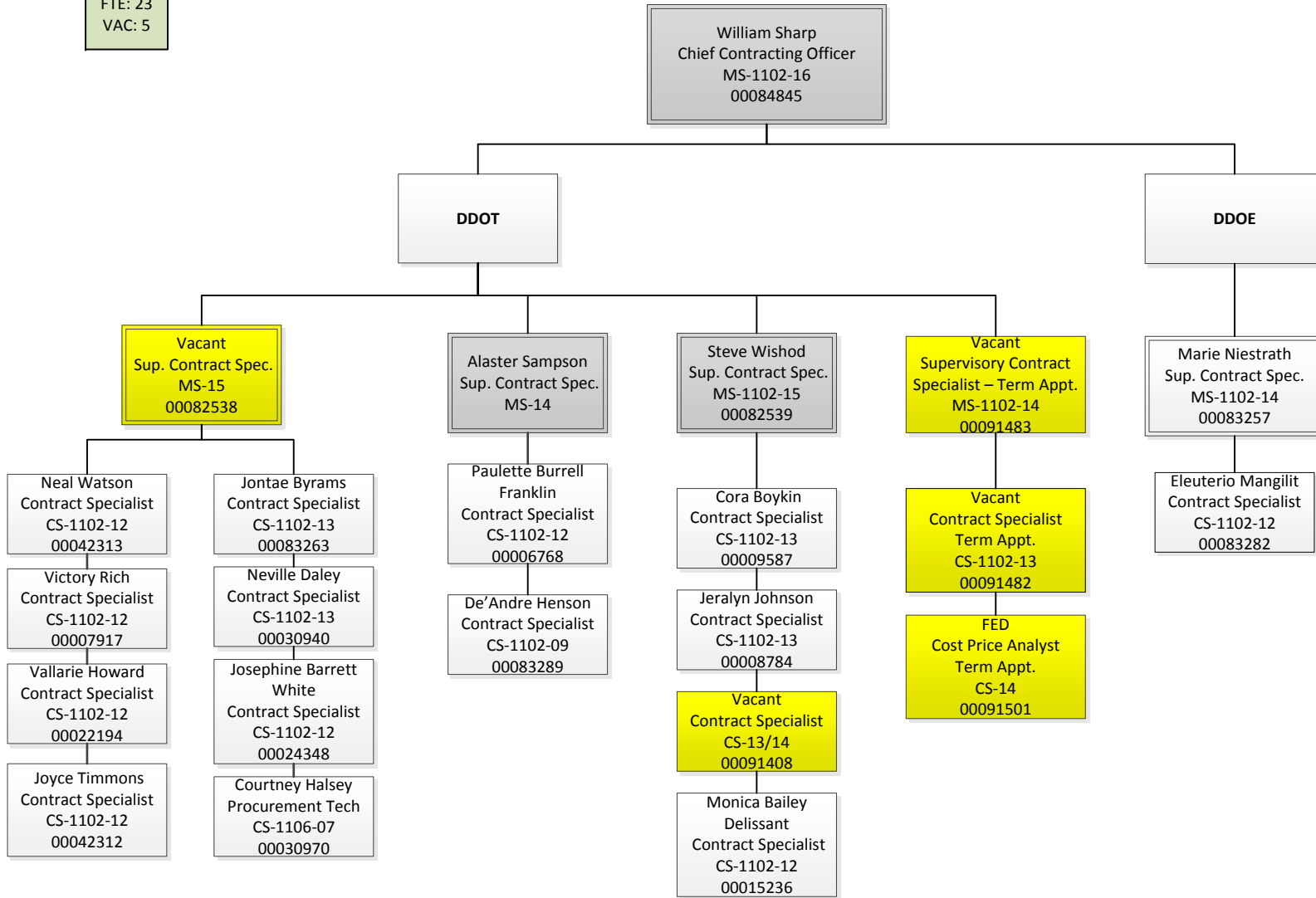
Office of Contracting and Procurement

Transportation & Infrastructure (PROCUREMENT)

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services



FTE: 23
VAC: 5



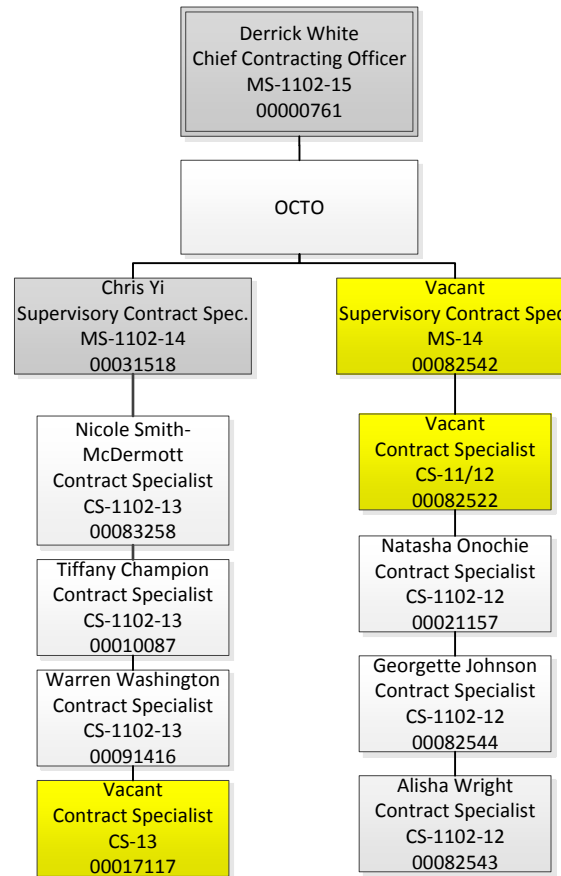


Office of Contracting and Procurement

IT (PROCUREMENT)

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services

FTE: 11
VAC: 3



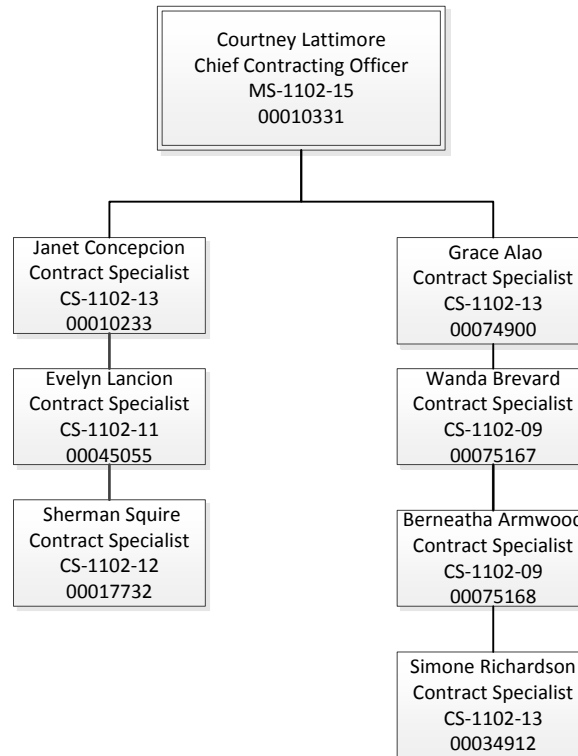


Office of Contracting and Procurement

Public Works & Fleet Services (PROCUREMENT)

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services

FTE:8
VAC: 0



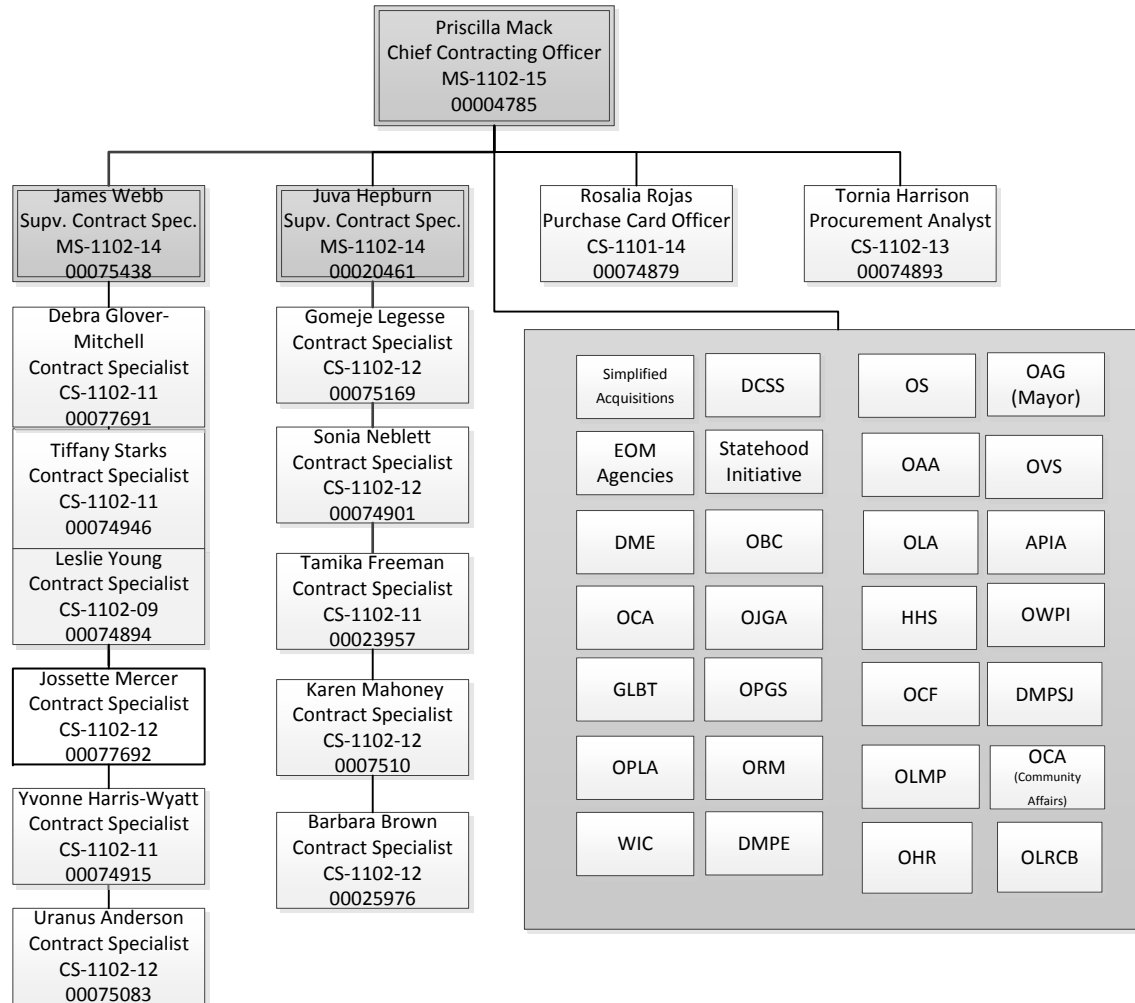


Office of Contracting and Procurement

Simplified, DCSS, P-Card (PROCUREMENT)

Provide acquisition services to District agencies in accordance with District laws and regulations for the supplies, equipment, and services

FTE: 16
VAC: 0



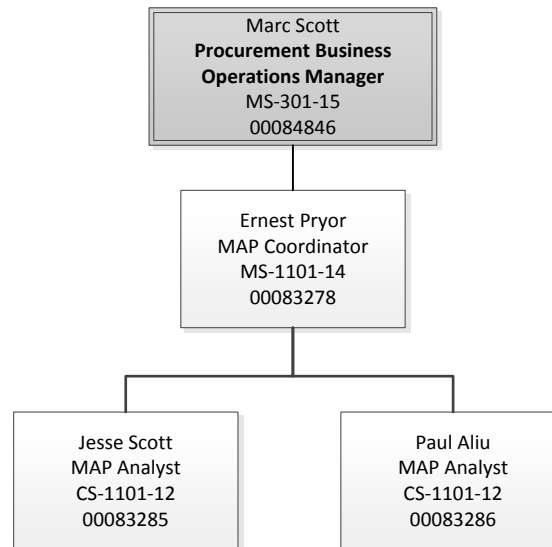


FTE: 4
VAC: 0

Office of Contracting and Procurement

Procurement Business Operations

Support the overall operations of the Procurement Division



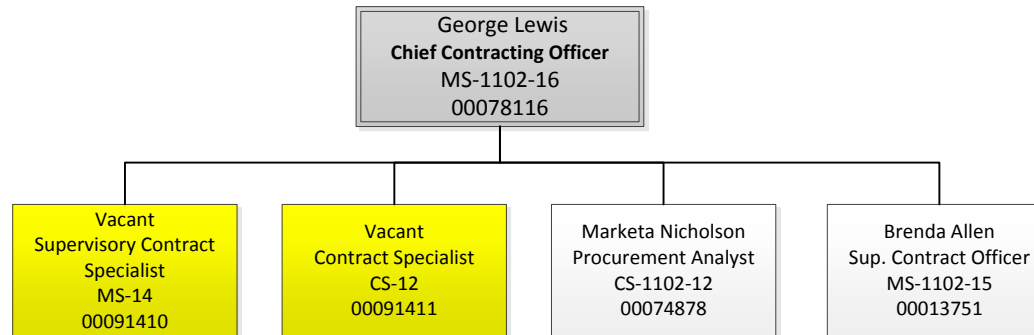


FTE: 5
VAC: 2

Office of Contracting and Procurement

Acquisition Management/ Procurement Shared Services

Support the overall operations of the Procurement Division



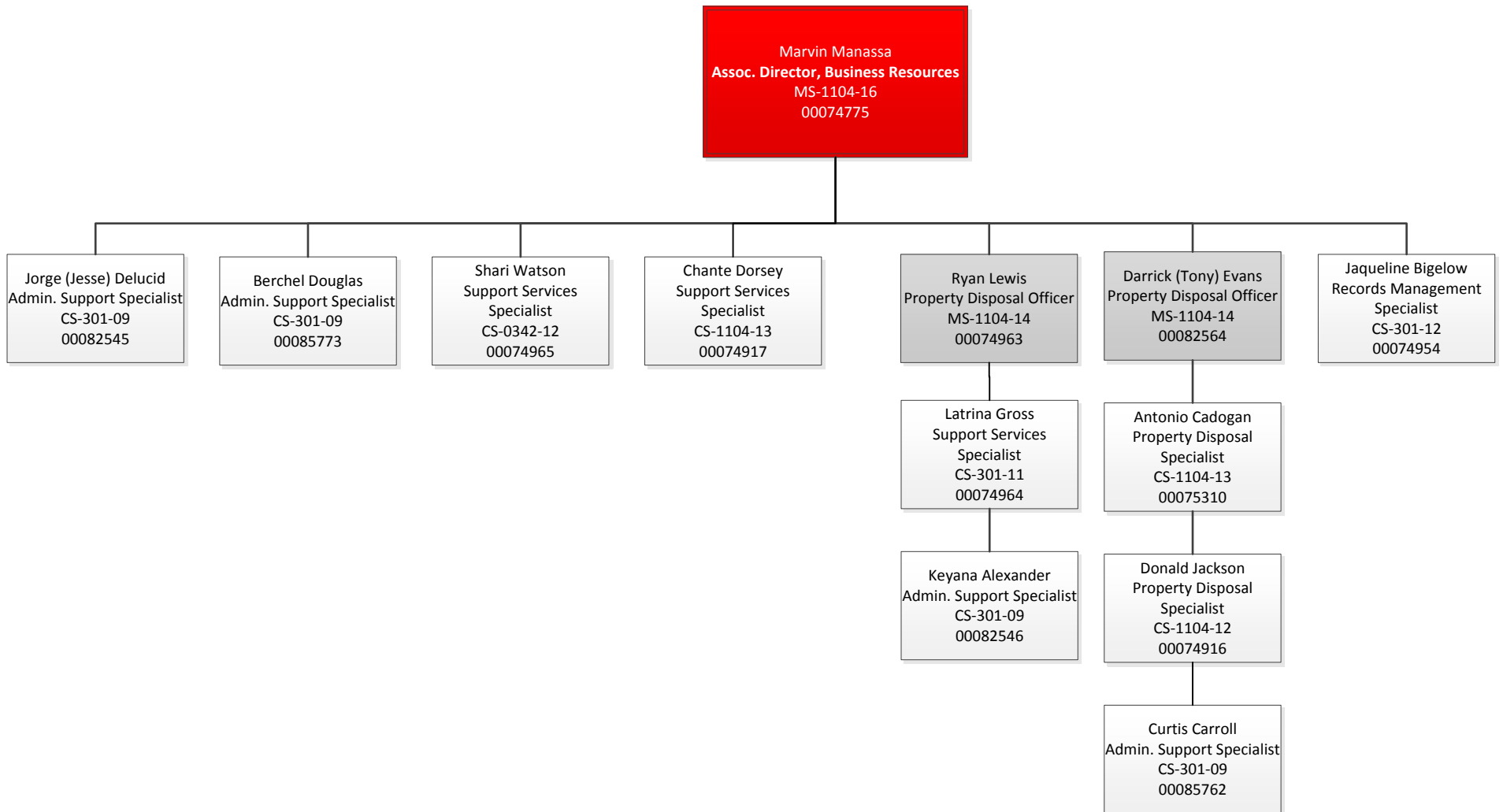


Office of Contracting and Procurement

Business Resources and Support Services

Executes agency acquisitions, maintains facilities, risk management, fleet management, property disposal, Surplus property, inventory/asset management.

FTE: 13
VAC: 0



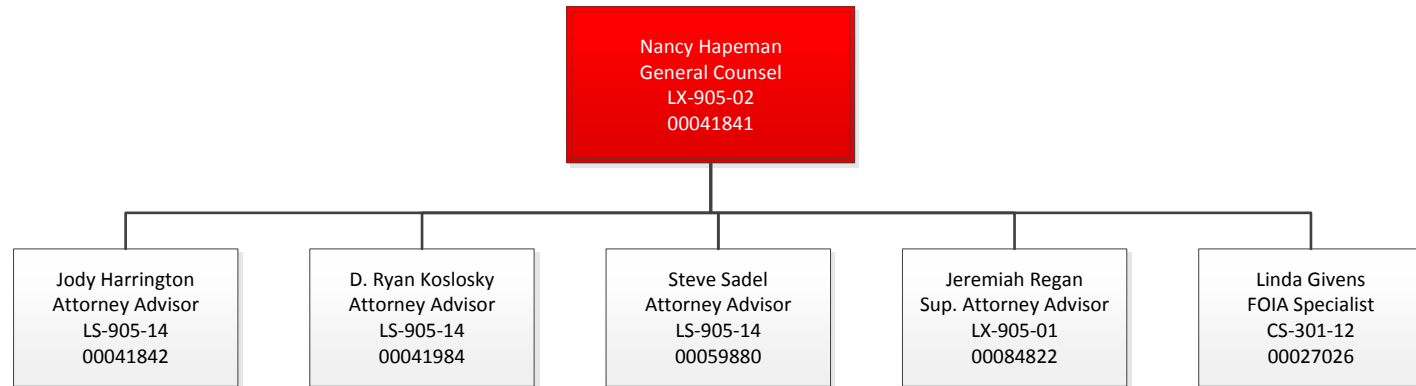


FTE: 6
VAC: 0

Office of Contracting and Procurement

General Counsel

Advises CPO on all legal matters, reviews contracts for legal sufficiency, quality assurance and compliance, solves legal and procurement issues, responds to FOIA requests.





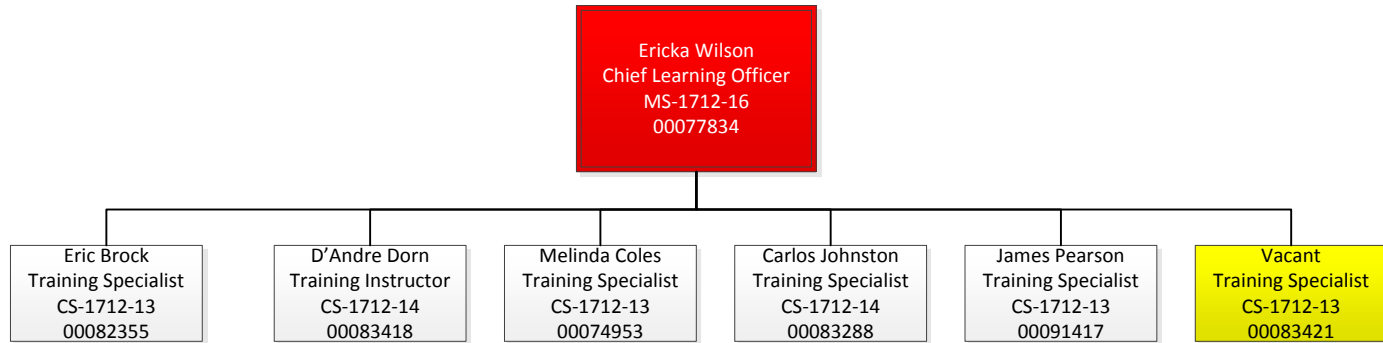
FTE: 7
VAC: 1

Office of Contracting and Procurement

Learning & Development

(PTI – Procurement Training Institute)

Responsible for the development, maintenance, and delivery of a 'best-in-class' procurement training curriculum tailored to the needs of the District's procurement professionals.



**OCP FY 2017 Schedule A
as of January 31, 2017**

Posn Nbr	Title	Name	Vac Stat	Salary	Fringe Benefits	Program
1000 AGENCY MANAGEMENT PROGRAM						
00027026	Freedom of Information Spec	Givens,Linda	F	\$ 80,806.00	\$ 17,454.10	1000
00041841	Supervisor Attorney Advisor	Hapeman,Nancy Kay	F	\$ 177,620.00	\$ 38,365.92	1000
00041842	Attorney Advisor	Harrington,Jody M	F	\$ 143,694.69	\$ 31,038.05	1000
00041984	Attorney Advisor	Koslosky,Daniel Ryan	F	\$ 107,567.00	\$ 23,234.47	1000
00083533	Attorney Advisor	Sadel,Steven A.	F	\$ 138,335.00	\$ 29,880.36	1000
00084822	Attorney Advisor	Regan,Jeremiah	F	\$ 143,273.00	\$ 30,946.97	1000
00036794	Dir Contracting & Procurement	Schutter,George A	F	\$ 190,962.00	\$ 41,247.79	1000
00074897	Executive Assistant	Diggs,Kimberly M	F	\$ 76,894.00	\$ 16,609.10	1000
2000 PROCUREMENT						
00000258	Chief Contracting Officer	Giles,Wilbur C	F	\$ 150,000.00	\$ 32,400.00	2000
00000761	Chief Contracting Officer	White,Derrick D	F	\$ 140,718.11	\$ 30,395.11	2000
00002177	Contract Specialist	Mills,Tonya Y	F	\$ 98,901.00	\$ 21,362.62	2000
00002479	Contract Specialist	Fuller,Khadija K.	F	\$ 63,467.00	\$ 13,708.87	2000
00004785	Chief Contracting Officer	Mack,Priscilla	F	\$ 132,219.97	\$ 28,559.51	2000
00005362	Contract Specialist	Burke,Derrick	F	\$ 93,279.00	\$ 20,148.26	2000
00006028	Supvy Contract Specialist		V	\$ 119,591.00	\$ 25,831.66	2000
00006768	Contract Specialist	Burrell Franklin,Paulette	F	\$ 76,082.00	\$ 16,433.71	2000
00007917	Contract Specialist	Rich,Victory J.	F	\$ 90,254.00	\$ 19,494.86	2000
00008368	Contract Specialist	Cook,Al-Mustafa Nashid	F	\$ 83,168.00	\$ 17,964.29	2000
00008784	Contract Specialist	Johnson,Jeralyn L	F	\$ 104,523.00	\$ 22,576.97	2000
00009209	Contract Specialist		V	\$ 76,082.00	\$ 16,433.71	2000
00009587	Contract Specialist	Boykin,Cora S	F	\$ 98,901.00	\$ 21,362.62	2000
00009588	Chief Contracting Officer	Allen III,Birchard Brooks	F	\$ 140,718.11	\$ 30,395.11	2000
00010087	Contract Specialist	Champion,Tiffany	F	\$ 93,279.00	\$ 20,148.26	2000
00010233	Contract Specialist	Concepcion,Janet C	F	\$ 104,523.00	\$ 22,576.97	2000
00010331	Supvy Contract Specialist	Lattimore,Courtney B	F	\$ 144,432.04	\$ 31,197.32	2000
00010483	Contract Specialist	Hammad,Hasan	F	\$ 83,168.00	\$ 17,964.29	2000
00010521	Contract Specialist	Nelson,Ruby	F	\$ 85,530.00	\$ 18,474.48	2000
00010707	Contract Specialist	McQueen,Annmarie	F	\$ 78,444.00	\$ 16,943.90	2000
00010777	Contract Specialist	Johnson,Tyree C	F	\$ 63,467.00	\$ 13,708.87	2000
00010903	Chief Contracting Officer	Turner,Angela E	F	\$ 150,568.49	\$ 32,522.79	2000
00010917	Program Analyst	Cephas,Gloria D	F	\$ 90,254.00	\$ 19,494.86	2000
00011009	Contract Specialist	Smith,Adele E	F	\$ 104,523.00	\$ 22,576.97	2000
00013336	Contract Specialist	Starwood,Tonya N	F	\$ 90,254.00	\$ 19,494.86	2000
00013682	Deputy Chief Procurement Offic	Wooten,Michael Eric	F	\$ 171,849.89	\$ 37,119.58	2000
00013751	Chief Contracting Officer	Allen,Brenda	F	\$ 143,000.00	\$ 30,888.00	2000
00015236	Contract Specialist	Benson,Kirk M	F	\$ 92,616.00	\$ 20,005.06	2000
00015458	Supvy Contract Specialist	Desper,Margaret T	F	\$ 109,180.00	\$ 23,582.88	2000
00015689	Supvy Contract Specialist	Teague,W. Peter	F	\$ 110,621.12	\$ 23,894.16	2000
00016313	Contract Specialist	Wells,Denise Jacqueline	F	\$ 98,901.00	\$ 21,362.62	2000
00016475	Contract Specialist	Alexander,Meredith Lynne	F	\$ 76,082.00	\$ 16,433.71	2000
00016638	Contract Specialist	Brown,Monica	F	\$ 78,444.00	\$ 16,943.90	2000
00017117	Contract Specialist		V	\$ 87,657.00	\$ 18,933.91	2000
00017732	Contract Specialist	Squire Jr.,Sherman L.	F	\$ 78,444.00	\$ 16,943.90	2000
00019347	Contract Specialist	Gopaul,Yvonne (Ivone)	F	\$ 96,090.00	\$ 20,755.44	2000

**OCP FY 2017 Schedule A
as of January 31, 2017**

Posn Nbr	Title	Name	Vac Stat	Salary	Fringe Benefits	Program
00019817	Contract Specialist	Malone, Franklyn	F	\$ 98,901.00	\$ 21,362.62	2000
00020461	Supvy Contract Specialist	Hepburn, Juva J	F	\$ 108,150.00	\$ 23,360.40	2000
00020732	Contract Specialist	Augustus, Ceasar Edward	F	\$ 76,082.00	\$ 16,433.71	2000
00020787	Contract Specialist	Francois, Cedet	F	\$ 90,468.00	\$ 19,541.09	2000
00021157	Contract Specialist		V	\$ 76,082.00	\$ 16,433.71	2000
00021491	Administrative Support Special	Hill, Carolyn S	F	\$ 60,819.00	\$ 13,136.90	2000
00022194	Contract Specialist	Howard, Vallarie M	F	\$ 90,254.00	\$ 19,494.86	2000
00023957	Contract Specialist	Freeman, Tamika L	F	\$ 67,419.00	\$ 14,562.50	2000
00024259	Contract Specialist		V	\$ 76,082.00	\$ 16,433.71	2000
00024262	Contract Specialist	Riley, Danyel R	F	\$ 69,395.00	\$ 14,989.32	2000
00024348	Contract Specialist	Barrett White, Josephine L	F	\$ 87,892.00	\$ 18,984.67	2000
00025167	Contract Specialist	JONES, DAMION C	F	\$ 52,669.00	\$ 11,376.50	2000
00025276	Contract Specialist	Mirabile, Jeanne M	F	\$ 98,901.00	\$ 21,362.62	2000
00025976	Contract Specialist	Brown, Barbara Ann	F	\$ 87,892.00	\$ 18,984.67	2000
00026506	Contract Specialist		V	\$ 76,082.00	\$ 16,433.71	2000
00030298	Supvy Contract Specialist	Robinson, Marsha L	F	\$ 128,569.00	\$ 27,770.90	2000
00030940	Contract Specialist	Daley, Neville	F	\$ 107,334.00	\$ 23,184.14	2000
00030970	Procurement Tech (OA)	Halsey, Courtney	F	\$ 48,122.00	\$ 10,394.35	2000
00031516	Supvy Contract Specialist	White, Deborah J	F	\$ 110,911.79	\$ 23,956.95	2000
00031518	Supvy Contract Specialist	Yi, Chi Hui	F	\$ 107,851.30	\$ 23,295.88	2000
00033858	Contract Specialist	Jones, Peter	F	\$ 93,279.00	\$ 20,148.26	2000
00034912	Contract Specialist	RICHARDSON, SIMONE Y	F	\$ 101,712.00	\$ 21,969.79	2000
00035313	Contract Specialist	Withers, Renee	F	\$ 85,530.00	\$ 18,474.48	2000
00035529	Contract Specialist	Young, Rebecca Y	F	\$ 98,901.00	\$ 21,362.62	2000
00038819	Management Analyst	Vanbrakle, Clarice V	F	\$ 85,530.00	\$ 18,474.48	2000
00042312	Contract Specialist	Timmons, Joyce C	F	\$ 87,892.00	\$ 18,984.67	2000
00042313	Contract Specialist	Watson, Neal A	F	\$ 87,892.00	\$ 18,984.67	2000
00043641	Contract Specialist		V	\$ 103,605.00	\$ 22,378.68	2000
00045055	Contract Specialist	Lancion, Evelyn	F	\$ 61,491.00	\$ 13,282.06	2000
00045560	Supvy Contract Specialist	Barbour, Helena C	F	\$ 129,780.00	\$ 28,032.48	2000
00046446	Contract Specialist	Proctor, William P	F	\$ 80,806.00	\$ 17,454.10	2000
00046670	Management Analyst	Anderson, Tamera T	F	\$ 93,279.00	\$ 20,148.26	2000
00048203	Contract Specialist	Safi, Abdul	F	\$ 87,657.00	\$ 18,933.91	2000
00048212	Supvy Contract Specialist	Stith, Alvin N	F	\$ 110,621.10	\$ 23,894.16	2000
00051017	Contract Specialist	Paddyfote, Kalvin D	F	\$ 96,090.00	\$ 20,755.44	2000
00051169	Contract Specialist	Beavers, Lillian J	F	\$ 98,901.00	\$ 21,362.62	2000
00051333	Contract Specialist	Bridges, Cathy	F	\$ 96,090.00	\$ 20,755.44	2000
00074880	Contract Specialist	Busch, Emily	F	\$ 93,279.00	\$ 20,148.26	2000
00074887	Contract Specialist	Johnson, Regina R	F	\$ 76,082.00	\$ 16,433.71	2000
00074900	Contract Specialist	Alao, Grace Bolanle	F	\$ 98,901.00	\$ 21,362.62	2000
00074901	Contract Specialist	Neblett, Sonia	F	\$ 85,530.00	\$ 18,474.48	2000
00074903	Contract Specialist	Kern, Peter	F	\$ 97,340.00	\$ 21,025.44	2000
00074905	Supvy Contract Specialist	Reynolds, Heather S	F	\$ 105,994.52	\$ 22,894.82	2000
00074915	Contract Specialist	Harris, Yvonne W	F	\$ 69,395.00	\$ 14,989.32	2000
00074946	Contract Specialist	Starks, Tiffany	F	\$ 63,467.00	\$ 13,708.87	2000
00074959	Contract Specialist	Getachew, Mime W.	F	\$ 90,468.00	\$ 19,541.09	2000
00075083	Contract Specialist	Anderson, Uranus R	F	\$ 80,806.00	\$ 17,454.10	2000
00075084	Contract Specialist	Behi, Abdurashid	F	\$ 107,334.00	\$ 23,184.14	2000
00075167	Contract Specialist	Brevard, Wanda A	F	\$ 62,449.00	\$ 13,488.98	2000
00075168	Contract Specialist	Armwood, Bernetha S	F	\$ 62,449.00	\$ 13,488.98	2000

**OCP FY 2017 Schedule A
as of January 31, 2017**

Posn Nbr	Title	Name	Vac Stat	Salary	Fringe Benefits	Program
00075169	Contract Specialist	Legesse,Gomeje	F	\$ 80,806.00	\$ 17,454.10	2000
00075170	Contract Specialist	Mahoney,Karen E	F	\$ 80,806.00	\$ 17,454.10	2000
00075171	Contract Specialist	MERIWETHER,RHONDA F	F	\$ 80,806.00	\$ 17,454.10	2000
00075172	Contract Specialist	Klingl,Paul S.	F	\$ 65,443.00	\$ 14,135.69	2000
00075173	Contract Specialist	Burton Johnson,Denise	F	\$ 85,530.00	\$ 18,474.48	2000
00075198	Contract Specialist	Mercer,Tia M	F	\$ 93,279.00	\$ 20,148.26	2000
00075199	Supvy Contract Specialist	Johnson,Jerome A	F	\$ 126,279.91	\$ 27,276.46	2000
00075200	Contract Specialist	Delyons,Tanease	F	\$ 87,657.00	\$ 18,933.91	2000
00075247	Contract Specialist	Ballard,Sasha	F	\$ 85,530.00	\$ 18,474.48	2000
00075306	Contract Specialist	Gordon,Emmaniece	F	\$ 90,468.00	\$ 19,541.09	2000
00075342	Supvy Contract Specialist	Hill,Maureen	F	\$ 107,120.00	\$ 23,137.92	2000
00075353	Contract Specialist	Hayes,Dwight D	F	\$ 98,901.00	\$ 21,362.62	2000
00075438	Supvy Contract Specialist	Webb,James A	F	\$ 105,994.52	\$ 22,894.82	2000
00075546	Supvy Contract Specialist	Etninan,Sanz	F	\$ 100,530.88	\$ 21,714.67	2000
00077362	Contract Specialist	Roane,Jake C	F	\$ 63,467.00	\$ 13,708.87	2000
00077691	Contract Specialist	Glover-Mitchell,Debra R	F	\$ 67,419.00	\$ 14,562.50	2000
00077692	Contract Specialist	Mercer,Jossette	F	\$ 97,340.00	\$ 21,025.44	2000
00077693	Contract Specialist	Chester,Ebony	F	\$ 71,371.00	\$ 15,416.14	2000
00077694	Contract Specialist	Miller,Diane	F	\$ 80,806.00	\$ 17,454.10	2000
00077695	Contract Specialist	Etekoachay,Michael N	F	\$ 96,090.00	\$ 20,755.44	2000
00078052	Contract Specialist	Morgan,Stephanie B	F	\$ 104,523.00	\$ 22,576.97	2000
00078116	Chief Contracting Officer	Lewis,George C	F	\$ 156,057.00	\$ 33,708.31	2000
00078144	Executive Assistant	Henderson-Neblett,Treva C	F	\$ 65,987.00	\$ 14,253.19	2000
00082052	Contract Specialist	Snowden,Robert	F	\$ 83,168.00	\$ 17,964.29	2000
00082341	Contract Specialist	Gordon,Eric L	F	\$ 65,443.00	\$ 14,135.69	2000
00082522	Contract Specialist	Hill,Anjelica	F	\$ 67,419.00	\$ 14,562.50	2000
00082537	Chief Contracting Officer	Atkinson,Wendell O.	F	\$ 139,869.06	\$ 30,211.72	2000
00082538	Chief Contracting Officer		V	\$ 122,563.00	\$ 26,473.61	2000
00082539	Supvy Contract Specialist	Wishod,Steven H	F	\$ 132,219.97	\$ 28,559.51	2000
00082540	Supvy Contract Specialist	Sweatt,Tyrone A	F	\$ 99,657.79	\$ 21,526.08	2000
00082541	Supvy Contract Specialist	Stewart Sr.,Joseph N.	F	\$ 121,292.70	\$ 26,199.22	2000
00082542	Supvy Contract Specialist		V	\$ 119,591.00	\$ 25,831.66	2000
00082543	Contract Specialist	Wright,Alisha M	F	\$ 76,082.00	\$ 16,433.71	2000
00082544	Contract Specialist	Johnson,Georgette	F	\$ 78,444.00	\$ 16,943.90	2000
00083245	Supvy Contract Specialist	Allen,Todd E	F	\$ 116,964.22	\$ 25,264.27	2000
00083246	Supvy Contract Specialist	Palmer,La'Talya M	F	\$ 109,180.00	\$ 23,582.88	2000
00083247	Supvy Contract Specialist	Henry,Yvette	F	\$ 112,550.88	\$ 24,310.99	2000
00083248	Supvy Contract Specialist	Sampson,Alaster Q	F	\$ 115,360.00	\$ 24,917.76	2000
00083249	Supvy Contract Specialist	Hale,Dorothy L	F	\$ 102,716.34	\$ 22,186.73	2000
00083250	Supvy Contract Specialist	Tisdale,Jeffrey Austin	F	\$ 111,924.74	\$ 24,175.74	2000
00083251	Supvy Contract Specialist	Cobbs,Monica	F	\$ 106,633.18	\$ 23,032.77	2000
00083252	Supvy Contract Specialist	Wallington,Kenneth	F	\$ 106,633.18	\$ 23,032.77	2000
00083253	Supvy Contract Specialist	Shamloo,Shaivard Ahmad	F	\$ 111,924.74	\$ 24,175.74	2000
00083254	Supvy Contract Specialist	Hunter,Tyranny A	F	\$ 99,657.79	\$ 21,526.08	2000
00083255	Supvy Contract Specialist	Muhammad,Hakima	F	\$ 129,271.19	\$ 27,922.58	2000
00083256	Supvy Contract Specialist	Boone Murphy,Antwanette	F	\$ 110,725.00	\$ 23,916.60	2000
00083257	Supvy Contract Specialist	Niestrath,Marie	F	\$ 99,657.79	\$ 21,526.08	2000
00083258	Contract Specialist	Smith-McDermott,Nicole L	F	\$ 93,279.00	\$ 20,148.26	2000
00083259	Contract Specialist		V	\$ 87,657.00	\$ 18,933.91	2000
00083260	Contract Specialist	Felton,Anthonisha S	F	\$ 93,279.00	\$ 20,148.26	2000

**OCP FY 2017 Schedule A
as of January 31, 2017**

Posn Nbr	Title	Name	Vac Stat	Salary	Fringe Benefits	Program
00083261	Contract Specialist		V	\$ 76,082.00	\$ 16,433.71	2000
00083262	Contract Specialist	Weaver Thomas, Constance M	F	\$ 107,334.00	\$ 23,184.14	2000
00083263	Contract Specialist	Byrams, Jontae M	F	\$ 112,956.00	\$ 24,398.50	2000
00083266	Contract Specialist	Mayo, Dawn A	F	\$ 87,657.00	\$ 18,933.91	2000
00083268	Contract Specialist	Gray, Lydia	F	\$ 87,657.00	\$ 18,933.91	2000
00083275	Contract Specialist	Dorsey, Jarad	F	\$ 73,347.00	\$ 15,842.95	2000
00083471	Contract Specialist	Brooks, Keia D	F	\$ 93,279.00	\$ 20,148.26	2000
00084845	Chief Contracting Officer	Sharp Jr., William E	F	\$ 171,849.89	\$ 37,119.58	2000
00085898	Contract Specialist	McDaniel, Durrell	F	\$ 76,082.00	\$ 16,433.71	2000
00091408	Contract Specialist		V	\$ 87,657.00	\$ 18,933.91	2000
00091409	Contract Specialist	Hatcher, Tiffany	F	\$ 87,657.00	\$ 18,933.91	2000
00091410	Supvy Contract Specialist		V	\$ 119,591.00	\$ 25,831.66	2000
00091411	Contract Specialist		V	\$ 76,082.00	\$ 16,433.71	2000
00091482	Contract Specialist	Kilpatrick Dhaness, Elizabeth R	F	\$ 98,901.00	\$ 21,362.62	2000
00091416	Contract Specialist	Washington, Warren C	F	\$ 87,657.00	\$ 18,933.91	2000
00091483	Supvy Contract Specialist		V	\$ 119,591.00	\$ 25,831.66	2000
00091501	Contract Price/Cost Analyst		V	\$ 87,657.00	\$ 18,933.91	2000
00092083	Contract Specialist		V	\$ 61,491.00	\$ 13,282.06	2000
00092084	Supvy Contract Specialist		V	\$ 119,591.00	\$ 25,831.66	2000
00074879	Purchase Card Program Officer	Rojas, Rosalia V	F	\$ 108,063.00	\$ 23,341.61	2000
00074893	Procurement Analyst	Harrison-Samuels, Torna Denise	F	\$ 99,229.00	\$ 21,433.46	2000
00074878	Procurement Analyst	Nicholson, Marketta	F	\$ 85,626.00	\$ 18,495.22	2000
00083273	Contract Specialist	Blount, Willandria	F	\$ 93,279.00	\$ 20,148.26	2000
00083282	Contract Specialist	Mangilit, Eleuterio	F	\$ 83,168.00	\$ 17,964.29	2000
00074894	Contract Specialist	Young, Leslie	F	\$ 57,559.00	\$ 12,432.74	2000
7000 TRAINING						
00074953	Training Specialist	Coles, Melinda	F	\$ 86,244.00	\$ 18,628.70	7000
00077834	Chief Learning Officer	Wilson, Ericka Marie	F	\$ 159,515.19	\$ 34,455.28	7000
00082355	Training Specialist	Brock, Eric P	F	\$ 91,438.00	\$ 19,750.61	7000
00083288	Training Instructor	Johnston, Carlos	F	\$ 98,859.00	\$ 21,353.54	7000
00083418	Training Instructor	Dorn, D'Andre K	F	\$ 104,995.00	\$ 22,678.92	7000
00083421	Training Specialist		V	\$ 81,050.00	\$ 17,506.80	7000
00091417	Training Specialist	Pearson, James	F	\$ 88,841.00	\$ 19,189.66	7000
8000 OPERATIONS						
00074774	Procure. Integrity & Comp Ofcr	Abel, Nelson	F	\$ 115,829.06	\$ 25,019.08	8000
00074891	Measure. Analysis & Plng. Coord	Williams, Paula C	F	\$ 99,657.76	\$ 21,526.08	8000
00074951	Compliance Analyst	White, Robin E	F	\$ 74,711.00	\$ 16,137.58	8000
00074960	Compliance Analyst	Steele, Ngina M	F	\$ 96,632.00	\$ 20,872.51	8000
00074961	Compliance Analyst		V	\$ 81,050.00	\$ 17,506.80	8000
00083278	Measure. Analysis & Plng. Coord	Pryor, Ernest	F	\$ 99,657.76	\$ 21,526.08	8000
00083287	Compliance Analyst	Asfaw, Zertihun H.	F	\$ 74,711.00	\$ 16,137.58	8000
00034684	Compliance Monitor	Ross, Armata	F	\$ 133,476.00	\$ 28,830.82	8000
00042302	Chief of Staff	Toppin, Gina S.	F	\$ 142,054.51	\$ 30,683.77	8000
00074896	Executive Assistant	Nwagbara, Daniel	F	\$ 58,679.00	\$ 12,674.66	8000
00083283	Measurements & Plan. Analyst	Alexander, Lisa	F	\$ 86,244.00	\$ 18,628.70	8000
00085531	Strategic Development and Analy		V	\$ 132,745.00	\$ 28,672.92	8000
00074881	Public Affairs Specialist		V	\$ 70,345.00	\$ 15,194.52	8000
00074882	Contact Specialist	Richardson, Cendoro C	F	\$ 57,559.00	\$ 12,432.74	8000
00074955	Administrative Support Special	Simmons, Chiquita	F	\$ 50,201.00	\$ 10,843.42	8000

**OCP FY 2017 Schedule A
as of January 31, 2017**

Posn Nbr	Title	Name	Vac Stat	Salary	Fringe Benefits	Program
00075308	Contact Specialist	Killens,Barbara	F	\$ 57,559.00	\$ 12,432.74	8000
00083289	Contract Specialist	Henson,DeAndre A	F	\$ 57,559.00	\$ 12,432.74	8000
00083290	Communications Specialist	Carpenter,Forrest	F	\$ 58,679.00	\$ 12,674.66	8000
00084847	Supervisory Public Affairs Spc	Stephens,Lauren C	F	\$ 99,658.68	\$ 21,526.27	8000
00071529	Chief Information Officer		V	\$ 147,300.00	\$ 31,816.80	8000
00074883	IT Specialist (Data Mgmt)	Plavan,Timur	F	\$ 76,894.00	\$ 16,609.10	8000
00074956	Supervisory IT Specialist	Goins,Antoinette M	F	\$ 99,657.76	\$ 21,526.08	8000
00074957	IT Specialist (Data Mgmt)	Gamble,Zack W	F	\$ 89,992.00	\$ 19,438.27	8000
00074962	Supervisory IT Specialist	Dandu,Bhavani	F	\$ 103,515.00	\$ 22,359.24	8000
00083291	IT Specialist (DataMgmt)	Kennard,Donald	F	\$ 86,244.00	\$ 18,628.70	8000
00083292	IT Specialist (Data Mgmt)	Cherinet,Hirut A	F	\$ 74,711.00	\$ 16,137.58	8000
00004207	Human Resources Officer II	Saunders Romero,Kenita	F	\$ 121,667.50	\$ 26,280.18	8000
00074772	Management Liaison Specialist	Crawley,Lorien	F	\$ 70,345.00	\$ 15,194.52	8000
00074952	Lead Management Liaison Specia	Willis,Erica	F	\$ 96,632.00	\$ 20,872.51	8000
00075311	Management Liaison Specialist	Jordan,Bertha S.	F	\$ 91,438.00	\$ 19,750.61	8000
00083285	Measurement & Plan. Analyst	Scott,Jesse	F	\$ 74,711.00	\$ 16,137.58	8000
00083286	Measurement & Plan. Analyst	Aliu,Paul	F	\$ 74,711.00	\$ 16,137.58	8000
00084846	Business Operations Manager	Scott,Marc A	F	\$ 132,219.97	\$ 28,559.51	8000
00075299	Management Liaison Specialist	Best,Constance T	F	\$ 91,438.00	\$ 19,750.61	8000
9000 BUSINESS RESOURCES AND SUPPORT SERVICES						
00074775	Asst. Director for Business Re	Manassa,Marvin	F	\$ 142,054.51	\$ 30,683.77	9000
00074916	Property Disposal Specialist	Jackson,Donald	F	\$ 76,894.00	\$ 16,609.10	9000
00074917	Property Disposal Specialist	Dorsey,Chante H	F	\$ 104,423.00	\$ 22,555.37	9000
00074963	Property Disposal Specialist	Lewis,Ryan Blair	F	\$ 99,657.76	\$ 21,526.08	9000
00074964	Support Services Specialist	Gross,Latrina Denise	F	\$ 65,987.00	\$ 14,253.19	9000
00075310	Property Disposal Specialist	Cadogan Jr.,Antonio Rafael	F	\$ 86,244.00	\$ 18,628.70	9000
00082546	Administrative Support Special	Alexander,Keyana	F	\$ 51,709.00	\$ 11,169.14	9000
00082564	PROPERTY DISPOSAL OFFICER	Evans,Darrick Antonio	F	\$ 99,657.76	\$ 21,526.08	9000
00085773	Administrative Support Special	Douglas,Berchel	F	\$ 47,185.00	\$ 10,191.96	9000
00074954	Records Management Specialist	Bigelow,Jacqueline Annette	F	\$ 74,711.00	\$ 16,137.58	9000
00074965	Support Services Specialist	Watson,Shari	F	\$ 74,711.00	\$ 16,137.58	9000
00082545	Administrative Support Special	Delcid,Jorge	F	\$ 48,693.00	\$ 10,517.69	9000
00085762	Administrative Support Special	Carroll,Curtis	F	\$ 47,185.00	\$ 10,191.96	9000

Last Name	First Name	Title	Cell Phone Issued	iPad Issued	Reason for Issuance	Annual Cost
Alexander	Lisa	Measurement & Planning Analyst	Yes	No	Remote location work	\$437.40
Aliu	Paul	Measurement & Planning Analyst	Yes	No	Remote location work	\$579.72
Allen	Brenda	Chief Contracting Officer	Yes	No	Management	\$437.40
Allen	Todd	Supervisory Contract Specialist	Yes	No	Management	\$579.72
Anderson	Tamera	Contract Specialist	Yes	No	Remote location work	\$437.40
Asfaw	Zertihun	Measurement & Planning Analyst	Yes	No	Remote location work	\$579.72
Atkinson	Wendell	Chief Contracting Officer	Yes	No	Management	\$437.40
Ballard	Sasha	Contract Specialist	Yes	No	Remote location work	\$437.40
Barbour	Helena	Supervisory Contract Specialist	Yes	No	Management	\$437.40
Barnes	Marcus	Supervisory Contract Specialist	Yes	No	Management	\$579.72
Best	Constance	Management Liaison Specialist	Yes	No	Remote location work	\$437.40
Blount	Williandria	Contract Specialist	Yes	No	Remote location work	\$437.40
Bridges	Cathy	Contract Specialist	Yes	No	Remote location work	\$437.40
Brock	Eric	Training Specialist	Yes	No	Remote location work	\$437.40
Burke	Derrick	Contract Specialist	Yes	No	Remote location work	\$437.40
Busch	Emily	Contract Specialist	Yes	No	Remote location work	\$579.72
Cadogan	Antonio	Property Disposal Specialist	Yes	No	Remote location work	\$579.72
Carpenter	Forrest	Administrative Support Specialist	Yes	No	Remote location work	\$579.72
Carroll	Curtis	Administrative Support Specialist	Yes	No	Remote location work	\$579.72
Cephas	Gloria	Program Analyst	Yes	No	Remote location work	\$579.72
Champion	Tiffany	Contract Specialist	Yes	No	Remote location work	\$437.40
Chester	Ebony	Contract Specialist	Yes	No	Remote location work	\$579.72
Cobbs	Monica	Contract Specialist	Yes	No	Remote location work	\$437.40
Coles	Melinda	Training Specialist	Yes	No	Remote location work	\$437.40
Crawley	Lorien	Management Liaison Specialist	Yes	No	Remote location work	\$437.40
Daley	Neville	Contract Specialist	Yes	No	Remote location work	\$884.76
Dandu	Bhavani	Supervisory IT Specialist	Yes	No	Remote location work	\$437.40
Delcid	Jorge	Administrative Support Specialist	Yes	No	Remote location work	\$579.72
Delyons	Tanease	Contract Specialist	Yes	No	Remote location work	\$437.40
Desper	Margaret	Contract Specialist	Yes	No	Remote location work	\$437.40
Dorn	D'Andre	Training Instructor	Yes	No	Remote location work	\$579.72
Douglas	Berchel	Administrative Support Specialist	Yes	No	Remote location work	\$579.72
Etminan	Sanaz	Supervisory Contract Specialist	Yes	No	Management	\$437.40
Felton	Anthonisha	Contract Specialist	Yes	No	Remote location work	\$437.40
Gamble	Zack	IT Specialist (Data Management)	Yes	No	Remote location work	\$579.72
Getachew	Mime	Contract Specialist	Yes	No	Remote location work	\$579.72
Giles	Wilbur	Chief Contracting Officer	Yes	No	Management	\$579.72
Goins	Antoinette	Supervisory IT Specialist	Yes	No	Remote location work/Emergency Personnel	\$437.40
Gordon	Emmaniece	Contract Specialist	Yes	No	Remote location work	\$579.72
Gordon	Eric	Contract Specialist	Yes	No	Remote location work	\$437.40
Gray	Lydia	Contract Specialist	Yes	No	Remote location work	\$579.72
Hale	Dorothy	Supervisory Contract Specialist	Yes	No	Remote location work	\$579.72
Hatcher	Tiffany	Contract Specialist	Yes	No	Remote location work	\$579.72
Hayes	Dwight	Contract Specialist	Yes	No	Remote location work	\$579.72
Henderson-Neblett	Treva	Executive Assistant to the Assistant Director of Procurement	Yes	No	Remote location work	\$579.72
Henry	Yvette	Supervisory Contract Specialist	Yes	No	Remote location work	\$437.40
Henson	DeAndre	Contract Specialist	Yes	No	Remote location work	\$579.72
Hepburn	Juva	Supervisory Contract Specialist	Yes	No	Remote location work	\$579.72
Hill	Maureen	Contract Specialist	Yes	No	Remote location work	\$437.40
Hunter	Tyranny	Supervisory Contract Specialist	Yes	No	Management	\$579.72
Johnson	Georgette	Contract Specialist	Yes	No	Remote location work	\$576.36
Johnson	Jerome	Associate Director of Contracts and Procurement	Yes	No	Remote location work	\$437.40
Johnson	Regina	Contract Specialist	Yes	No	Remote location work	\$579.72

Johnston	Carlos	Training Specialist	Yes	No	Remote location work	\$437.40
Jones	Peter	Contract Specialist	Yes	No	Remote location work	\$579.72
Kennard	Donald	IT Specialist	Yes	No	Remote location work	\$437.40
Koslosky	Ryan	Attorney Advisor	Yes	No	Remote location work	\$579.72
Lattimore	Courtney	Deputy Chief Contracting Officer	Yes	No	Remote location work	\$437.40
Lewis	George	Chief Contracting Officer	Yes	No	Remote location work	\$579.72
Malone	Franklyn	Contract Specialist	Yes	No	Remote location work	\$579.72
Manassa	Marvin	Assistant Director Business for Resources	Yes	No	Management/Emergency Personnel	\$437.40
Mayo	Dawn	Contract Specialist	Yes	No	Remote location work	\$579.72
McDaniel	Durrell	Contract Specialist	Yes	No	Remote location work	\$579.72
Mercer	Tia	Contract Specialist	Yes	No	Remote location work	\$437.40
Meriwether	Rhonda	Contract Specialist	Yes	No	Remote location work	\$579.72
Muhammad	Hakima	Supervisory Contract Specialist	Yes	No	Management	\$579.72
Murphy	Antwanette	Contract Specialist	Yes	No	Remote location work	\$579.72
Neblett	Sonia	Contract Specialist	Yes	No	Remote location work	\$437.40
Nicholson	Marketa	Procurement Analyst	Yes	No	Remote location work	\$579.72
Niestrath	Marie	Supervisory Contract Specialist	Yes	No	Management	\$437.40
Nwagbara	Daniel	Executive Assistant to the Chief of Staff	Yes	No	Remote location work	\$1,015.20
Palmer	LaTalya	Contract Specialist	Yes	No	Remote location work	\$579.72
Pearson	James	Training Specialist	Yes	No	Remote location work	\$437.40
Plavan	Timur	IT Specialist	Yes	No	Remote location work	\$437.40
Proctor	William	Contract Specialist	Yes	No	Remote location work	\$437.40
Pryor	Ernest	Measurement & Planning Analyst	Yes	No	Remote location work	\$579.72
Reynolds	Heather	Supervisory Contract Specialist	Yes	No	Remote location work	\$437.40
Richardson	Simone	Contract Specialist	Yes	No	Emergency Personnel	\$437.40
Romero	Kenita	Human Resources Director	Yes	No	Management	\$437.40
Ross	Armeta	Compliance Monitor	Yes	No	Remote location work	\$437.40
Safi	Abdul	Contract Specialist	Yes	No	Remote location work	\$437.40
Scott	Jesse	Measurement & Planning Analyst	Yes	No	Remote location work	\$437.40
Scott	Marc	Business Operations Manager	Yes	No	Management	\$1,015.20
Shamloo	Shaivard	Supervisory Contract Specialist	Yes	No	Management	\$579.72
Sharp	William (Bill)	Chief Contracting Officer	Yes	No	Management	\$579.72
Simmons	Chiquita	Records Management Specialist	Yes	No	Remote location work	\$437.40
Smith	Adele	Contract Specialist	Yes	No	Remote location work	\$579.72
Steele	Ngina	Procurement Analyst	Yes	No	Remote location work	\$437.40
Stiith	Alvin	Supervisory Contract Specialist	Yes	No	Remote location work	\$579.72
Teague	Pete (William)	Supervisory Contract Specialist	Yes	No	Management	\$437.40
Tisdale	Jeffrey	Supervisory Contract Specialist	Yes	No	Remote location work	\$579.72
VanBrakle	Clarice	Contract Specialist	Yes	No	Remote location work	\$437.40
Wallington	Kenneth	Supervisory Contract Specialist	Yes	No	Management	\$437.40
Weaver-Thomas	Constance	Contract Specialist	Yes	No	Remote location work	\$579.72
Webb	James	Supervisory Contract Specialist	Yes	No	Remote location work	\$579.72
White	Deborah	Supervisory Contract Specialist	Yes	No	Remote location work	\$579.72
White	Robin	Compliance Analyst	Yes	No	Remote location work	\$579.72
Williams	Paula	Measurement & Planning Analyst	Yes	No	Remote location work	\$579.72
Willis	Erica	Management Liaison Specialist	Yes	No	Remote location work	\$437.40
Wilson	Ericka	Deputy Chief Learning Officer	Yes	No	Remote location work	\$579.72
Wishod	Steven	Supervisory Contract Specialist	Yes	No	Management	\$437.40
Withers	Renee	Contract Specialist	Yes	No	Remote location work	\$579.72
Wooten	Michael	Chief Learning Officer	Yes	No	Remote location work	\$579.72
Yi	Chris	Supervisory Contract Specialist	Yes	No	Remote location work	\$579.72
Abel	Nelson	Procurement Integrity & Compliance Officer	Yes	Yes	Management	\$1,054.94
Alexander	Keyana	Administrative Support Specialist	Yes	Yes	Remote location work	\$579.72
Allen, III	Birchard	Chief Contracting Officer	Yes	Yes	Management	\$1,490.40

Bigelow	Jacqueline	Records Management Specialist	Yes	Yes	Remote location work	\$1,054.00
Cherinet	Hirut	IT Specialist (Data Management)	Yes	Yes	Remote location work	\$912.60
Diggs	Kimberly	Executive Assistant to the Chief Procurement Officer	Yes	Yes	Remote location work	\$912.60
Dorsey	Chante	Property Disposal Specialist	Yes	Yes	Remote location work	\$912.60
Evans	Darrick (Tony)	Deputy Chief Property Officer	Yes	Yes	Management/Emergency Personnel	\$1,051.56
Gross	Latrina	Support Services Specialist	Yes	Yes	Remote location work	\$912.60
Hapeman	Nancy	General Counsel	Yes	Yes	Management/Emergency Personnel	\$1,054.92
Harrison	Tornia	Procurement Analyst	Yes	Yes	Remote location work	\$1,054.92
Jackson	Donald	Property Disposal Specialist	Yes	Yes	Remote location work	\$1,054.92
Lewis	Ryan	Property Disposal Officer	Yes	Yes	Management	\$912.60
Mack	Priscilla	Chief Contracting Officer	Yes	Yes	Management	\$1,054.92
Rojas	Rosalia	Purchase Card Manager	Yes	Yes	Remote location work	\$1,490.40
Schutter	George	Chief Procurement Officer	Yes	Yes	Agency Director	\$1,490.40
Stephens	Lauren	Communications Director	Yes	Yes	Remote location work	\$1,054.92
Stewart, Sr.	Joseph	Supervisory Contract Specialist	Yes	Yes	Remote location work	\$912.60
Toppin	Gina	Chief of Staff	Yes	Yes	Management	\$1,490.40
Turner	Angela	Chief Contracting Officer	Yes	Yes	Remote location work/Emergency Personnel	\$1,027.08
Watson	Shari	Support Services Specialist	Yes	Yes	Remote location work	\$1,054.92
White	Derrick	Chief Contracting Officer	Yes	Yes	Management	\$1,054.92
Lancion	Evelyn	Contract Specialist	Yes		Remote location work	

Agency Name

Annual Freedom of Information Act Report for Fiscal Year 2016
October 1, 2015 through September 30, 2016

FOIA Officer Reporting

PROCESSING OF FOIA REQUESTS

- 1. Number of FOIA requests received during reporting period
2. Number of FOIA requests pending on October 1, 2015
3. Number of FOIA requests pending on September 30, 2016
4. The average number of days unfilled requests have been pending before each public body as of September 30, 2016

DISPOSITION OF FOIA REQUESTS

- 5. Number of requests granted, in whole
6. Number of requests granted, in part, denied, in part
7. Number of requests denied, in whole
8. Number of requests withdrawn
9. Number of requests referred or forwarded to other public bodies
10. Other disposition

NUMBER OF REQUESTS THAT RELIED UPON EACH FOIA EXEMPTION

- 11. Exemption 1 - D.C. Official Code § 2-534(a)(1)
12. Exemption 2 - D.C. Official Code § 2-534(a)(2)
13. Exemption 3 - D.C. Official Code § 2-534(a)(3)
Subcategory (A)
Subcategory (B)
Subcategory (C)
Subcategory (D)
Subcategory (E)
Subcategory (F)
14. Exemption 4 - D.C. Official Code § 2-534(a)(4)
15. Exemption 5 - D.C. Official Code § 2-534(a)(5)

- 16. Exemption 6 - D.C. Official Code § 2-534(a)(6)
 - Subcategory (A).....
 - Subcategory (B).....
- 17. Exemption 7 - D.C. Official Code § 2-534(a)(7).....
- 18. Exemption 8 - D.C. Official Code § 2-534(a)(8).....
- 19. Exemption 9 - D.C. Official Code § 2-534(a)(9).....
- 20. Exemption 10 - D.C. Official Code § 2-534(a)(10).....
- 21. Exemption 11 - D.C. Official Code § 2-534(a)(11).....
- 22. Exemption 12 - D.C. Official Code § 2-534(a)(12).....

TIME-FRAMES FOR PROCESSING FOIA REQUESTS

- 23. Number of FOIA requests processed within 15 days.....
- 24. Number of FOIA requests processed between 16 and 25 days.....
- 25. Number of FOIA requests processed in 26 days or more.....
- 26. Median number of days to process FOIA Requests.....

RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS

- 27. Number of staff hours devoted to processing FOIA requests.....
- 28. Total dollar amount expended by public body for processing FOIA requests.....

FEEES FOR PROCESSING FOIA REQUESTS

- 29. Total amount of fees collected by public body.....

PROSECUTIONS PURSUANT TO SECTION 207(d) OF THE D.C. FOIA

- 30. Number of employees found guilty of a misdemeanor for arbitrarily or capriciously violating any provision of the District of Columbia Freedom of Information Act

QUALITATIVE DESCRIPTION OR SUMMARY STATEMENT

Pursuant to section 208(a)(9) of the D.C. FOIA, provide in the space below or as an attachment, “[a] qualitative description or summary statement, and conclusions drawn from the data regarding compliance [with the provisions of the Act].”



Agency Information

Provides basic information related to the agency being monitored per DC Official Code 2-218.41 by DSLBD. The agency director listed is responsible for assigning an agency representative to be a Set-Aside Compliance Officer. Due no later than deadline provided by DSLBD Director.

Budget Code	Agency	Agency Acronym
PO0	Office of Contracting and Procurement	OCP
Agency Head Title	Agency Head (User)	DSLBD C&E Staff Point of Contact
Chief Procurement Officer	Schutter, George	Audrey Buchanan, Compliance Specialist
	Agency CBE Compliance Officer1 (User)	
	Manassa, Marvin (OCP)	
	Agency CBE Compliance Officer2 (User)	
	Toppin, Gina	
	Agency CBE Compliance Officer3 (User)	
	Dorsey, Chante (OCP)	
	Agency CBE Compliance Officer4 (User)	
	Agency CBE Compliance Officer5 (User)	
	Richey, Noel	

District of Columbia Government

Summarizes the agency's details for its baseline appropriated budget (gross funds)- provided by information noted in the Annual District Government's Proposed Budget and Financial Plan established by the Office of the Chief Financial Officer; exclusions requested; expendable budget; CSBE 50% goal; expenditures reported, and the agency's performance indicators. As of FY 12, DSLBD will provide the baseline appropriated budget and initial CSBE goal for each agency. This section is office use only.

Fiscal Year	Non-Monitored Budget Entity	Monitoring Notes		
2015				
Appropriated Operating Budget	Baseline CSBE Goal	Total Approved Exclusions Amount	Expendable Budget CSBE Goal Indicator	Expendable Budget CSBE Goal Status
\$18,145,000.00	\$9,072,500.00	\$17,935,000.00		Goal Attained
Appropriated Capital Budget	Approved Expendable Budget (minus exclusions)	Total Expenditures	Good Faith Effort Indicator	Good Faith Effort Status
	\$210,000.00	\$240,277.27		N/A
Appropriated Total Monitored Budget (Gross Funds)	Approved CSBE Goal	Total CBE Expenditures		
\$18,145,000.00	\$105,000.00	\$240,277.27		
		Total CSBE Expenditures		

Submission Status

Tracks all reports submitted by the agency for the fiscal year reporting, per D.C. Official Code 2-218.41, 2-218.53 and Chapter 8 of Title 27 DCMR.



Procurement Plan Status Submitted	Budget Exclusions Status Submitted	1st Quarter Report Status Submitted	2nd Quarter Report Status Submitted	3rd Quarter Report Status Submitted	4th Quarter Report Status Submitted
Procurement Plan Indicator	Budget Exclusions Indicator	1st Quarter Report Indicator	2nd Quarter Report Indicator	3rd Quarter Report Indicator	4th Quarter Report Indicator

Agency Procurement Plan

Per Chapter 8 of Title 27 DCMR, section 832, each agency shall submit to the Department the agency's procurement plan (APP) as described in section 832.5 for the fiscal year, on a form designated by the Department. Begin by clicking "Add procurement" to submit your agency's plan.

3 Procurements																	
Full Report	Grid Edit	Email	More	Type of Intended Award	Name of Contract or Procurement agency intends to award	Contract or Procurement that the agency has set-aside for Small Business Enterprises (SBEs)	Brief description of the Contract or Procurement intended to be awarded	Existing or New Contract or Procurement	Anticipated Start Date	Anticipated End Date	Total Amount Related to the Contract or Procurement	Projected 1st Quarter Expenditure	Projected 2nd Quarter Expenditure	Projected 3rd Quarter Expenditure	Projected 4th Quarter Expenditure	Contract/PO number (if available)	Contract Administrator (COTR) Name
				Contract	Contractual Services	Yes	Temporary Services to Support OCP- HQ	New	11-30-2014	09-30-2015	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		Marvin Manassa
				P-Card	P-Card	Yes	General Office Supplies	New	10-01-2014	09-30-2015	\$25,000.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00		Marvin Manassa
				Procurement	Contractual Services	Yes	General Labor in support of Citywide Surplus Property Division Program	New	10-01-2014	09-30-2015	\$80,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00		Marvin Manassa
TOT											\$125,000.00	\$31,500.00	\$31,500.00	\$31,500.00	\$31,500.00		

Budget Exclusion Requests by Agency

Agencies can submit a request for exclusion(s) to the appropriated budget here. This assists in deciphering your expendable budget and CSBE goal. DSLBD will either approve or deny the exclusion for submission, which will provide the final CSBE goal. (D.C. Official Code 2-218.54 and Chapter 8 of Title 27 DCMR, section 830).

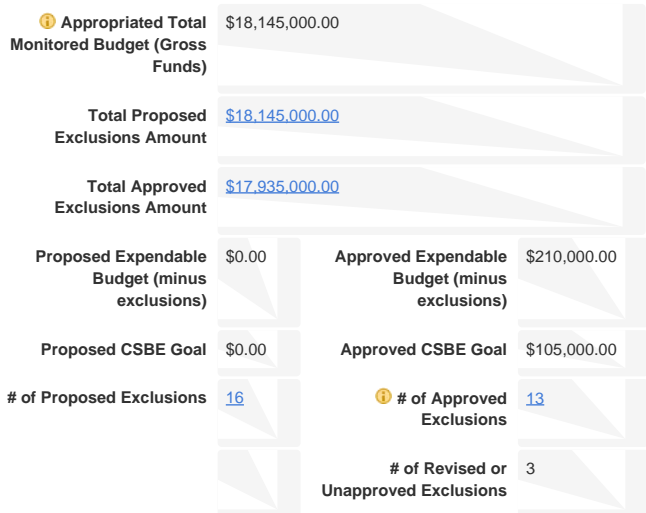
16 Exclusions														
Full Report	Grid Edit	Email	More	Funding Source	Comptroller Source Group	Object Class	Provide an Explanation of Exclusion	Proposed Exclusion Amount	Exclusion Approved by DSLBD?	Approved Exclusion Amount	Exclusion Approval Date	DSLBD Comment	DSLBD Reviewer	Date Modified
				Local	0011 REGULAR PAY - CONT FULL TIME	0111 CONTINUING FULL TIME	Personnel Services	\$17,161,300.00	Yes	\$17,161,300.00	09-23-2014		Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM

👁	Local	0040 OTHER SERVICES AND CHARGES	0404 MAINTENANCE AND REPAIRS - AUTO	Vehicle Maintenance	\$15,000.00	Yes	\$15,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	Recycling Service MOU - DPW	\$50,000.00	Yes	\$50,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0401 TRAVEL - LOCAL	Employee Travel Metro /Cab	\$5,000.00	Yes	\$5000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0405 MAINTENANCE AND REPAIRS - MACH	Maintenance of Leased/Owned Equipment	\$173,000.00	Yes	\$173,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0419 TUITION FOR EMPLOYEE TRAINING	Certification/Training for contracting officer/contract specialist	\$384,000.00	Yes	\$384,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	Legal Service MOU-OAG	\$28,000.00	Yes	\$28,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	Financial Service MOU- OFRM	\$70,000.00	Yes	\$70,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0414 ADVERTISING	OCP is required to the advertise contract solicitations in the local papers (Post/Times)	\$7,000.00	No	\$0.00		Buchanan, Audrey (DSLBD)	09-26-2014 10:25 AM
👁	Local	0040 OTHER SERVICES AND CHARGES	0411 PRINTING, DUPLICATING, ETC	OCP purchase business cards to support the office of contracting and procurement personnel and special programs	\$2,000.00	Yes	\$2000.00	09-24-2014	Buchanan, Audrey (DSLBD)	09-24-2014 04:42 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0425 PAYMENT OF MEMBERSHIP DUES	PPD- Professional Membership	\$16,000.00	Yes	\$16,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	PPD- Professional Membership	\$10,000.00	Yes	\$10,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
👁	Local	0040 OTHER SERVICES AND CHARGES	0408 PROF SERVICE FEES AND CONTR	RTS Services re-occurring expense base off of OCTO estimates	\$20,000.00	Yes	\$20,000.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM

	Local	0040 OTHER SERVICES AND CHARGES	0403 TRANSPORATIO N CHARGES - MATERIALS	Federal- Exp/Local Courier	\$700.00	Yes	\$700.00	09-23-2014	Buchanan, Audrey (DSLBD)	09-23-2014 04:06 PM
	Local	0070 EQUIPMENT & EQUIPMENT RENTAL	0710 IT HARDWARE ACQUISITIONS	IT equipment upgrade for OCP Staff	\$101,500.00	No	\$0.00		Buchanan, Audrey (DSLBD)	09-26-2014 10:09 AM
	Local	0070 EQUIPMENT & EQUIPMENT RENTAL	0711 IT SOFTWARE ACQUISITIONS	IT software purchase/Front desk system software upgrade	\$101,500.00	No	\$0.00		Buchanan, Audrey (DSLBD)	09-26-2014 10:09 AM
TOT					\$18,145,000.00		\$17,935,000.00			

Expendable Budget Totals

This is a summary of what has been data entered by agency Set-Aside Compliance Officers related to their expendable budgets and set aside goal. (Chapter 8 of Title DCMR, section 830).



Quarterly Expenditure Reports

Enter quarterly report expenditures here. To add, click on 'Add Expenditure Report' begin data entering each expenditure using the form or grid edit mode. (D.C. Official Code 2-218.41).

[Add Expenditure Report](#)

Full Report	Grid Edit	Email	More	49 Expenditure Reports													
	Grid Edit OK ?	Related Budget	Budget Code Grid Edit Check	Vendor Name	Vendor ID (as it appears in the General Ledger)	FEIN	CBE Number	CSBE Status	Purchase Order Award Number	P-Card Purchase (Y/N)	Service Description (Object Title)	Funding Source (Local, Federal, O-	Fiscal Quarter	Expenditure Date	Expenditure Amount	CBE Expenditure Amount	CBE Expenditure Amount as % of Total CBE

														Type, etc.)				Expenditures
		Grid Edit OK	529	PO0	CAPITAL SERVICES AND SUPPLIES	521363600	521363600	LSZX21748122016	Yes	PO508043	No	TEMP SERVICE	Local	1st	11-28-2014	\$6,804.94	\$6,804.94	2.83%
		Grid Edit OK	529	PO0	CAPITAL SERVICES AND SUPPLIES	521363600	521363600	LSZX21748122016	Yes	PO508043	No	Office Supplies	Local	1st	12-05-2014	\$1,092.68	\$1,092.68	0.45%
		Grid Edit OK	529	PO0	HOLDER ENTERPRISES, INC.	200859564	200859564	LSD71670092015	Yes	PO486818	No	Continuing Temporary Service	Local	1st	11-04-2014	\$4,725.25	\$4,725.25	1.97%
		Grid Edit OK	529	PO0	HOLDER ENTERPRISES, INC.	208532016	200859564	LSD71670092015	Yes	PO486818	No	Continuing Temporary Service	Local	1st	11-04-2014	\$8,355.87	\$8,355.87	3.48%
		Grid Edit OK	529	PO0	HOLDER ENTERPRISES, INC.	200859564	200859564	LSD71670092015	Yes	PO508475	No	CONTRACT SERVICES	Local	1st	12-26-2014	\$6,598.89	\$6,598.89	2.75%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes	PO498681	No	Continuing Temporary Service	Local	1st	11-17-2014	\$1,503.15	\$1,503.15	0.63%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes	PO498681	No	Continuing Temporary Service	Local	1st	11-07-2014	\$2,514.36	\$2,514.36	1.05%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes	PO498681	No	Continuing Temporary Service	Local	1st	11-17-2014	\$2,514.36	\$2,514.36	1.05%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes	PO498681	No	Continuing Temporary Service	Local	1st	11-17-2014	\$2,350.38	\$2,350.38	0.98%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes	PO509324	No	Temporary Service	Local	1st	11-21-2014	\$2,541.69	\$2,541.69	1.06%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes	PO509324	No	Temporary Services	Local	1st	12-05-2014	\$2,596.35	\$2,596.35	1.08%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes	PO509324	No	Temporary Services	Local	1st	12-16-2014	\$4,372.81	\$4,372.81	1.82%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes	PO509324	No	Temporary Service	Local	1st	12-22-2014	\$3,552.90	\$3,552.90	1.48%
		Grid Edit OK	529	PO0	HOLDER ENTERPRISES, INC.	208532016	200859564	LSD71670092015	Yes	PO508532	No	Administrative Services	Local	2nd	01-13-2015	\$3,741.25	\$3,741.25	1.56%
		Grid Edit OK	529	PO0	HOLDER ENTERPRISES, INC.	208532016	200859564	LSD71670092015	Yes	PO508532	No	Administrative Services	Local	2nd	01-23-2015	\$6,047.50	\$6,047.50	2.52%
		Grid Edit OK	529	PO0	HOLDER ENTERPRISES, INC.	208532016	200859564	LSD71670092015	Yes	PO512506	No	Temp Logistical Services - Surplus Property	Local	2nd	01-23-2015	\$8,085.17	\$8,085.17	3.36%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL	521645512	521645512	LSZX4737102016	Yes	PO509324	No	Temp Service	Local	2nd	01-16-2015	\$3,416.25	\$3,416.25	1.42%
		Grid Edit OK	529	PO0	MIDTOWN PERSONNEL	521645512	521645512	LSZX4737102016	Yes	PO509324	No	Temp Service	Local	2nd	01-16-2015	\$3,457.25	\$3,457.25	1.44%
		Grid	529	PO0	MIDTOWN	521645512	521645512	LSZX4737102016	Yes	PO509324	No	Temp Service	Local	2nd	01-16-2015	\$2,288.89	\$2,288.89	0.95%

Edit OK		PERSONNEL																
		Grid Edit OK	<u>529</u>	PO0	MIDTOWN PERSONNEL, INC	521645512	521645512	LSZX4737102016	Yes	PO498681	No	Temp Service	Local	2nd	01-06-2015	\$4,195.16	\$4,195.16	1.75%
		Grid Edit OK	<u>529</u>	PO0	MIDTOWN PERSONNEL, INC	521645512	521645512	LSZX4737102016	Yes	PO509324	No	Temp Service	Local	2nd	01-16-2015	\$1,790.12	\$1,790.12	0.75%
		Grid Edit OK	<u>529</u>	PO0	CAPITAL SERVICES AND SUPPLIES	521363600	521363600	LSZX21748122016	Yes	PO511359	No	MOVING AND LOGISTICS	Local	3rd	04-03-2015	\$3,963.94	\$3,963.94	1.65%
		Grid Edit OK	<u>529</u>	PO0	CAPITAL SERVICES AND SUPPLIES	521363600	521363600	LSZX21748122016	Yes	PO511359	No	SERVICES AND SUPPLIES	Local	3rd	04-17-2015	\$4,492.55	\$4,492.55	1.87%
		Grid Edit OK	<u>529</u>	PO0	CAPITAL SERVICES AND SUPPLIES	521363600	521363600	LSZX21748122016	Yes	PO511359	No	LOGISTICS SERVICES	Local	3rd	04-24-2015	\$345.44	\$345.44	0.14%
		Grid Edit OK	<u>529</u>	PO0	CAPITAL SERVICES AND SUPPLIES	521363600	521363600	LSZX21748122016	Yes	PO508043	No	MOVING AND LOGISTICS	Local	3rd	04-10-2015	\$450.45	\$450.45	0.19%
		Grid Edit OK	<u>529</u>	PO0	HOLDER ENTERPRISES, INC.	208532016	20859564	LSD71670092015	Yes	PO508532	No	ADMINISTRATIVE ASSISTANT	Local	3rd	04-24-2015	\$4,879.00	\$4,879.00	2.03%
		Grid Edit OK	<u>529</u>	PO0	MIDTOWN PERSONNEL, INC.	208532016	521645512	LSZX4737102016	Yes	PO509324	No	TEMP STAFF	Local	3rd	04-10-2015	\$8,376.67	\$8,376.67	3.49%
		Grid Edit OK	<u>529</u>	PO0	GENERAL MERCHANDISE	1260257446	1260257446	LSD35827112015	Yes	PO520500	No	SUPPLIES	Local	4th	07-01-2015	\$3,612.34	\$3,612.34	1.50%
		Grid Edit OK	<u>529</u>	PO0	HI-TECH SOLUTION, INC.	1331104262	1331104262	LSZ6461052017	Yes	PO519212	No	SUPPLIES AND MAINTENANCE	Local	4th	07-07-2015	\$13,515.00	\$13,515.00	5.62%
		Grid Edit OK	<u>529</u>	PO0	Spectrum Management, LLC	02025462080	02025462080	LSDZR42913092016	Yes		Yes	OTHER SERVICES AND CHARGES	Local	4th	07-17-2015	\$1,076.56	\$1,076.56	0.45%
		Grid Edit OK	<u>529</u>	PO0	Premier Office & Medical Suppliers, LLC	02026415049	02026415049	LSDZR89257072016	Yes		Yes	SUPPLIES AND MATERIALS	Local	4th	07-20-2015	\$1,802.22	\$1,802.22	0.75%
		Grid Edit OK	<u>529</u>	PO0	MDM Office Systems, Inc.	202-8294820	202-8294820	LSX87779102016	Yes		Yes	DCSS-2008-C-615-38S	Local	4th	07-22-2015	\$2,532.50	\$2,532.50	1.05%
		Grid Edit OK	<u>529</u>	PO0	MDM Office Systems, Inc.	202-8294820	202-8294820	LSX87779102016	Yes		Yes	DCSS-2008-C-615-38S	Local	4th	07-27-2015	\$2,641.60	\$2,641.60	1.10%
		Grid Edit OK	<u>529</u>	PO0	MIDTOWN PERSONNEL, INC.	521645512	521645512	LSZX4737102016	Yes		Yes	SURPLUS - ADDITIONAL LABOR SUPPORT FOR DISPOSAL OPERATIONS. 40/410	Local	4th	07-30-2015	\$1,674.40	\$1,674.40	0.70%
		Grid Edit OK	<u>529</u>	PO0	MDM Office Systems, Inc.	202-8294820	202-8294820	LSX87779102016	Yes		Yes	DCSS-2008-C-615-38S	Local	4th	07-30-2015	\$2,081.50	\$2,081.50	0.87%
		Grid Edit OK	<u>529</u>	PO0	Premier Office & Medical Suppliers	02026415049	02026415049	LSDZR89257072016	Yes		Yes	SUPPLIES AND MATERIALS	Local	4th	08-04-2015	\$4,949.10	\$4,949.10	2.06%

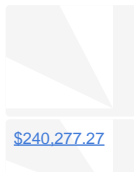
		Grid Edit OK	<u>529</u>	PO0	North Capitol Partners, Inc.	240 351-5895	240351-5895	LSDZR65906012017	Yes		Yes	OTHER SERVICES AND CHARGES	Local	4th	08-19-2015	\$1,170.00	\$1,170.00	0.49%
		Grid Edit OK	<u>529</u>	PO0	MDM Office Systems, Inc.	202-8294820	202-8294820	LSX87779102016	Yes		Yes	SUPPLIES AND MATERIALS	Local	4th	09-02-2015	\$3,285.03	\$3,285.03	1.37%
		Grid Edit OK	<u>529</u>	PO0	Pembroke West Associates, Inc.	(202) 470-6600	(202) 470-6600	LSDX60860072016	Yes		Yes	SUPPLIES AND MATERIALS	Local	4th	09-04-2015	\$1,793.87	\$1,793.87	0.75%
		Grid Edit OK	<u>529</u>	PO0	MDM Office Systems, Inc.	202-8294820	202-8294820	LSX87779102016	Yes		Yes	SUPPLIES AND MATERIALS	Local	4th	09-22-2015	\$9,642.10	\$9,642.10	4.01%
		Grid Edit OK	<u>529</u>	PO0	Laser Art, Inc.	(202) 269-4121	(202) 269-4121	LSDZ66841102016	Yes		Yes	SUPPLIES AND MATERIALS	Local	4th	09-23-2015	\$2,231.89	\$2,231.89	0.93%
		Grid Edit OK	<u>529</u>	PO0	North Capitol Partners, Inc.	240351-5895	240351-5895	LSDZR65906012017	Yes		Yes	OTHER SERVICES AND CHARGES	Local	4th	09-24-2015	\$1,650.00	\$1,650.00	0.69%
		Grid Edit OK	<u>529</u>	PO0	CAPITAL SERVICES AND SUPPLIES	521363600	521363600	LSZX21748122016	Yes	PO517852	No	Temp Services	Local	4th	09-01-2015	\$4,631.00	\$4,631.00	1.93%
		Grid Edit OK	<u>529</u>	PO0	AMERICAN BUSINESS SUPPLIES, LLC	9122015	9122015	LS4269122015	Yes	PO517205	No	Supplies	Local	4th	09-30-2015	\$1,791.45	\$1,791.45	0.75%
		Grid Edit OK	<u>529</u>	PO0	CAPITAL SERVICES AND SUPPLIES	521363600	521363600	LSZX21748122016	Yes	PO517852	No	Temp Labor	Local	4th	09-30-2015	\$40,344.00	\$40,344.00	16.79%
		Grid Edit OK	<u>529</u>	PO0	HI-TECH SOLUTION, INC	6461052017	6461052017	LSZ6461052017	Yes	PO519212	No	Supplies	Local	4th	09-30-2015	\$13,945.00	\$13,945.00	5.80%
		Grid Edit OK	<u>529</u>	PO0	GENERAL MERCHANDISE	35827112015	35827112015	LSDZ35827112015	Yes	PO520500	No	Supplies	Local	4th	09-30-2015	\$3,903.00	\$3,903.00	1.62%
		Grid Edit OK	<u>529</u>	PO0	CAPITAL SERVICES AND SUPPLIES	52136360	52136360	LSZX21748122016	Yes	PO508043	No	Labor	Local	4th	09-18-2015	\$8,750.00	\$8,750.00	3.64%
		Grid Edit OK	<u>529</u>	PO0	Premier Office & Medical Suppliers, LLC	89257072016	89257072016	LSDZR89257072016	Yes	PO527669	No	Supplies	Local	4th	09-10-2015	\$8,201.44	\$8,201.44	3.41%
TOT																\$240,277.27	\$240,277.27	100.00%

Expenditures Summary

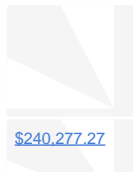
This area summarizes all data entered in section VI for quarterly expenditures.



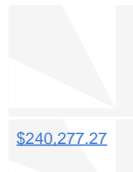
Total Capital Expenditures



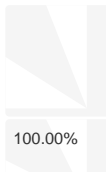
Total Capital CBE Expenditures



Total Capital CSBE Expenditures



Total Capital CSBE Expenditures as a % of Total Capital CSBE Expenditures



Total Local Expenditures

[\\$240,277.27](#)

Total Local CBE Expenditures

[\\$240,277.27](#)

Total Local CSBE Expenditures

[\\$240,277.27](#)

Total Local CSBE Expenditures as a % of



100.00%

Total Federal Expenditures	Total Federal CBE Expenditures	Total Federal CSBE Expenditures	Total Local Expenditures
Total Special Purpose Revenue (O-Type) Expenditures	Total Special Purpose Revenue (O-Type) CBE Expenditures	Total Special Purpose Revenue (O-Type) CSBE Expenditures	Total Special Purpose Revenue (O-Type) CSBE Expenditures as a % of Total Special Purpose Revenue (O-Type) Expenditures
Total Intra-District Expenditures	Total Intra-District CBE Expenditures	Total Intra-District CSBE Expenditures	Total Intra-District CSBE Expenditures as a % of Total Other Expenditures
Total Expenditures \$240,277.27	Total CBE Expenditures \$240,277.27	Total CSBE Expenditures \$240,277.27	
	Total CBE Expenditures as a % of Total Expenditures 100.00%	Total CSBE Expenditures as a % of Total Expenditures 100.00%	

Agency End Of Year Narrative

Per D.C. Official Code § 2-218.53, Agency's are required to provide an end of year narrative.

End of Year Narrative

Full Report Grid Edit Email More ▾ 1 End of Year Narrative			
	Description of Activities Performed to Achieve Goal	Description of Changes the Agency Intends to Make to Achieve Goal Next Year	Shortfall Explanation (if applicable)
 	The Office of Contracting and Procurement aggressively followed best practice for CBE compliance reporting provided by DSLB. Additionally, OCP has strengthen communication with our DSLBD compliance specialist to actively seek consultation on a as needed basis.	OCP will continue to follow best practices provided by DSLBD training summits to ensure accurate reporting is submitted in a timely manner.	N/A

Approved CSBE Goal

\$105,000.00

Total CSBE Expenditures

[\\$240,277.27](#)

CSBE Expenditures as a % of CSBE Goal

228.84%

Total Expenditures

[\\$240,277.27](#)

Expendable Budget CSBE Goal Indicator



End of Year Narrative Status

Not Submitted

End of Year Narrative Indicator



Supporting Documents Library

Provide any additional information here regarding exclusions' request(s) as well as receive update notices from DSLBD.

[Add Document](#)

Attachment	Document Title	Description	File Type	Author	Date Modified
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No documents found

User Change Requests

Changes in agency user or reporting contact can be requested here. Click on 'Add request' button to update your agency's reporting contact. It is the agency's responsibility to update DSLBD regarding reporting contacts.

[Add Request](#)

Name	Title	Email	Role	Request Type
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No requests found



Agency

Agency Name Office of Contracting and Procurement Budget Code PO0

This is your agency's DSLBD Compliance & Enforcement point of contact.

Audrey Buchanan, Compliance Specialist

Annual Allocation (for Directors)

Annual Allocation Letter and Director Authorization

In accordance with 27 DCMR 831.1, each Agency Director must sign and acknowledge the agency's Expendable Budget and Small Business Enterprises (SBEs) minimum expenditures for the fiscal year. By selecting I accept, the agency Director acknowledges the requirement to allocate and expend 50% of its expendable budget with SBEs.

I accept
 I do not accept

Authorized by:

Name George Schutter Email george.schutter@dc.gov

Please enter the Date Authorized:

Date 10-01-2015

Allocated Budget Information

Total Initial Exclusions	\$21,640,834.30	Initial Approved Expendable Budget	\$1,182,105.09	Initial Approved SBE Goal	\$591,052.54		
Total Exclusions	\$21,640,834.30	Total Exceptions	\$391,721.16	Adjusted Approved Expendable Budget	\$790,383.93	Adjusted Approved SBE Goal	\$395,191.96
						Based on Anticipated Transfers	

District of Columbia Government

Budget Summary Information

This section contains the Preliminary Expendable Budget of each agency based on budget information provided by the Office of the Chief Financial Officer, reduced by funding sources, object classes, objects, and other items identified and excluded by the Director of the Department of Small and Local Business Development (27 DCMR 830.1). The information contained here will be adjusted following review and approval of Special Exceptions requested by Agencies

FY 16 Revised Budget Data loaded through June 30, 2016

FY 17 Budget Data loaded as of June 28, 2016

Agencies may use the Operating Budget Worksheet below to request Special Exceptions, (i.e., to exclude additional budget line items not excluded by DSLBD).

Fiscal Year	Procurement Plan Total
2016	\$1,105,847.48

APPROPRIATED BUDGET

Allocation Appropriated Operating Budget	Operating Budget Adj	Current Appropriated Operating Budget	Operating Transfer Amt	**Adj Appropriated Operating Budget**
\$22,822,939.39	\$67,605,663.85	\$90,428,603.24	\$546,607.72	\$89,881,995.52
Allocation Appropriated Capital Budget	Capital Budget Adjustment	Current Appropriated Capital Budget	Capital Transfer Amt	**Adj Appropriated Capital Budget**
\$0.00	\$0.00			\$0.00
Total Appropriated Monitored Budget (Gross Funds)	Baseline SBE Goal			
\$89,881,995.52	\$44,940,997.76			

INITIAL EXCLUSIONS

Total Initial Exclusions	Initial Approved Expendable Budget	Initial Approved SBE Goal

\$23,501,103.03	\$66,380,892.49	\$33,190,446.25
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ADJUSTMENTS

Total Exclusions	Allocation Exceptions	Exception Changes	Total Exceptions	Adjusted Approved Expendable Budget
\$23,501,103.03	\$391,721.16	\$46,607,028.84	\$46,998,750.00	\$19,382,142.49

Anticipated Calculations

Anticipated Op Transfers In	Anticipated Op Transfers Out	Anticipated Cap Transfers In	Anticipated Cap Transfers Out	Anticipated Expendable Budget	** Adjusted Approved SBE Goal **
				\$19,382,142.49	\$9,691,071.25

Submission Status

Tracks all reports submitted by the agency detail for the fiscal year reporting, per D.C. Official Code 2-218.41, 2-218.53 and Chapter 8 of Title 27 DCMR.

Expendable Budget SBE Goal Indicator		Expendable Budget SBE Goal Status	Goal Not Met	Good Faith Effort Indicator		Good Faith Effort Status					
Procurement line Plan Status	Submitted	Budget Operating budget line items Status	Submitted	1st Quarter Report Status	Submitted	2nd Quarter Report Status	Submitted	3rd Quarter Report Status	Submitted	4th Quarter Report Status	Not Submitted
Procurement line Plan Indicator		Budget Operating budget line items Indicator		1st Quarter Report Indicator		2nd Quarter Report Indicator		3rd Quarter Report Indicator		4th Quarter Report Indicator	
Adjusted Approved SBE Goal	\$9,691,071.25	Total YTD SBE Expenditure Amount	\$4,238,568.36	Total YTD SBE Exp Expenditure Amount	\$4,238,568.36	SBE Exp Expenditures as a % of SBE Goal	43.74%				
Expendable Budget SBE Goal Indicator											
End of the Year Narrative Status											
End of Year Narrative Status	Not Submitted	End of Year Narrative Indicator									

Operating Budget Worksheet

In this section, Agencies may request Special Exceptions under other comptroller objects codes not previously excluded by DSLBD, by selecting the LINK (Adjust or Exclude a Line item) If requested, the agency must provide a justification for the requested exception (27 DCMR 830.4). Please Note: that by selecting the Adjust or Exclude Line Item Link, will reflect an apparent increase in the total budget line item, however, will not affect the overall budget Summary Information, unless and until it has been approved by DSLBD.

No. of Operating Budget Line Items (OCFO)

303

No. of New/Adjusted Operating Budget Line Items

6

No. of Approved Exceptions

4

(A = Automatic Exclusion)

Total \$ Amount Automatically Excluded

\$23,501,103.03

No. of Automatically Excluded Operating Budget Line Items

235

(E = Expendable Budget Line Item)

Full Report	Grid Edit	Email	More	64 Operating budget line items				Justification Document	CompSource CompObj2	Program Code & Title	Activity Code & Title	Proposed Amount	Proposed Exception Amount	Budget Adjustment
E - 2016 20 201 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)														
	Adjust or Exclude a Line Item	POO	E	No				2016 20 201	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$83,878.00		\$0.00	
TOT												\$0.00	\$0.00	

E - 2016 20 201 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 20 201</u>	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$20,000.00	\$0.00	
TOT												
E - 2016 20 204 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 20 204</u>	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00	\$0.00	
TOT												
E - 2016 20 206 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 20 206</u>	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$3,376.00	\$0.00	
TOT												
E - 2016 20 209 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 20 209</u>	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00	\$0.00	
TOT												
E - 2016 20 210 - 1000 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 20 210</u>	1000 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00	\$0.00	
TOT												
E - 2016 20 210 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 20 210</u>	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00	\$0.00	
TOT												
E - 2016 20 210 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 20 210</u>	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$0.00	\$0.00	
TOT												
E - 2016 20 219 - 1000 AGENCY MANAGEMENT PROGRAM - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 20 219</u>	1000 AGENCY MANAGEMENT PROGRAM	1040 INFORMATION TECHNOLOGY	\$10,000.01	\$0.00	
TOT												
E - 2016 40 401 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 40 401</u>	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$5,000.00	\$0.00	
TOT												
E - 2016 40 403 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="checkbox"/>	Adjust or Exclude a Line Item	PO0	E	No			<u>2016 40 403</u>	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$13,212.50	\$0.00	
TOT												
E - 2016 40 404 - 1000 AGENCY MANAGEMENT PROGRAM - 1070 FLEET MANAGEMENT (2 Operating budget line items)												
<input type="checkbox"/>		PO0	E	Yes	Agency Compliant - Exclude	DSLBD Correction for 27	Local funds are reserved for the memorandum of understanding with the Department of Public Works	DSLBD Special Exception Support.pdf	<u>2016 40 404</u>	1000 AGENCY MANAGEMENT PROGRAM	1070 FLEET MANAGEMENT	\$16,721.16

		a Line	DCMR								
			830.5								
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 404	1000 AGENCY MANAGEMENT PROGRAM	1070 FLEET MANAGEMENT	\$16,721.16		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 405 - 1 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)											
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 405	1 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 405 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)											
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 405	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$16,000.00		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 406 - 1000 AGENCY MANAGEMENT PROGRAM - 1015 TRAINING AND EMPLOYEE DEVELOPMENT (2 Operating budget line items)											
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 406	1000 AGENCY MANAGEMENT PROGRAM	1015 TRAINING AND EMPLOYEE DEVELOPMENT	\$0.00		\$0.00
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 406	1000 AGENCY MANAGEMENT PROGRAM	1015 TRAINING AND EMPLOYEE DEVELOPMENT	\$0.00		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 406 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (2 Operating budget line items)											
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 406	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00		\$0.00
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 406	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 406 - 1000 AGENCY MANAGEMENT PROGRAM - 1030 PROPERTY MANAGEMENT (1 Operating Budget Line Item)											
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 406	1000 AGENCY MANAGEMENT PROGRAM	1030 PROPERTY MANAGEMENT	\$0.00		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 406 - 1000 AGENCY MANAGEMENT PROGRAM - 1050 FINANCIAL MANAGEMENT (1 Operating Budget Line Item)											
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 406	1000 AGENCY MANAGEMENT PROGRAM	1050 FINANCIAL MANAGEMENT	\$0.00		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 407 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)											
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 407	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 408 - 1000 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)											
<input type="checkbox"/>	Adjust or Exclude e.a Line Item	PO0	E	No		2016 40 408	1000 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00		\$0.00
TOT										\$0.00	\$0.00
E - 2016 40 408 - 1000 AGENCY MANAGEMENT - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)											

	PO0	E	Yes	Agency Compliance - Exclude a Line	Other	MOU with OCTO for Upgrade to the Procurement System ie PASS.	MOU between OCP and OCTO (\$200K).pdf	2016 40 408	1000 AGENCY MANAGEMENT	1020 CONTRACTING AND PROCUREMENT	\$439,546.00		
TOT											\$0.00	\$0.00	
E - 2016 40 408 - 1000 AGENCY MANAGEMENT PROGRAM - 1010 PERSONNEL (1 Operating Budget Line Item)													
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 408	1000 AGENCY MANAGEMENT PROGRAM	1010 PERSONNEL	\$5,000.00	\$5,000.00	
TOT											\$0.00	\$5,000.00	
E - 2016 40 408 - 1000 AGENCY MANAGEMENT PROGRAM - 1015 TRAINING AND EMPLOYEE DEVELOPMENT (1 Operating Budget Line Item)													
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 408	1000 AGENCY MANAGEMENT PROGRAM	1015 TRAINING AND EMPLOYEE DEVELOPMENT	\$0.00	\$0.00	
TOT											\$0.00	\$0.00	
E - 2016 40 408 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)													
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 408	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$439,546.00	\$200,000.00	
TOT											\$0.00	\$200,000.00	
E - 2016 40 408 - 1000 AGENCY MANAGEMENT PROGRAM - 1030 PROPERTY MANAGEMENT (1 Operating Budget Line Item)													
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 408	1000 AGENCY MANAGEMENT PROGRAM	1030 PROPERTY MANAGEMENT	\$0.00	\$0.00	
TOT											\$0.00	\$0.00	
E - 2016 40 408 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)													
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 408	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$10,000.00	\$0.00	
TOT											\$0.00	\$0.00	
E - 2016 40 408 - 9960 YR END CLOSE - (empty) (1 Operating Budget Line Item)													
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 408	9960 YR END CLOSE		\$0.00	\$0.00	
TOT											\$0.00	\$0.00	
E - 2016 40 410 - 1 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)													
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 410	1 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00	\$0.00	
TOT											\$0.00	\$0.00	
E - 2016 40 410 - 1000 AGENCY MANAGEMENT - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)													
		PO0	E	Yes	Agency Compliance - Exclude a Line	DSLBD Correction for 27 DCMR 830.5	Intra-District funds to pay invoices associated with the District P-Card Program. OCP Ran Program.	PCard Policy and Procedures effective 09022014.pdf	2016 40 410	1000 AGENCY MANAGEMENT	1020 CONTRACTING AND PROCUREMENT	\$19,600,000.00	
TOT											\$0.00	\$0.00	
E - 2016 40 410 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (2 Operating budget line items)													
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 410	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$23,670,395.12	\$23,670,395.12	
	Adjust or Exclude a Line Item	PO0	E	No				2016 40 410	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$19,536.00	\$0.00	
TOT											\$0.00	\$23,670,395.12	
E - 2016 40 410 - 8000 OPERATIONS - 8040 PURCHASE CARD (2 Operating budget line items)													

<input type="radio"/>	PO0	E	Yes	Agency Compliance - Exclude a Line	DSLBD Reversal	Mayoral Declaration for Snow Emergency, \$45M- DC Official Code 7-2304.(b) On January 21st, Mayor Bowser issued an emergency declaration in response to the threat of potential loss of life and property prior to the arrival of the snow storm. The Emergency Operations Center was activated at 0600hrs on January 22nd and OCP performed emergency procurement operations as ESF#7 (Emergency Support Function) Resource Management. The group partnered with many agencies to include HSEMA, DGS, DPW, DDOT, DOEE, MPD, DHS, OCTO, FEMS and facilitated and executed procurements operations that provided commodities such as heavy equipment for snow plowing and removal operations, lodging for hundreds of employees, food and feeding distribution points, and other resources. Additionally, the group leveraged the District's Impact Credit Card to centrally execute major procurement commodities for the District.	CCE08112016.pdf	2016 40 410	8000 OPERATIONS	8040 PURCHASE CARD	\$26,975,000.00	
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 410	8000 OPERATIONS	8040 PURCHASE CARD	\$41,500,000.00	\$41,500,000.00
TOT											\$0.00	\$41,500,000.00
E - 2016 40 411 - 1000 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 411	1000 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00	\$0.00
TOT											\$0.00	\$0.00
E - 2016 40 411 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 411	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$28,212.50	\$0.00
TOT											\$0.00	\$0.00
E - 2016 40 414 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 414	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$30,000.00	\$0.00
TOT											\$0.00	\$0.00
E - 2016 40 416 - 1 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 416	1 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00	\$0.00
TOT											\$0.00	\$0.00
E - 2016 40 416 - 1000 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 416	1000 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00	\$0.00
TOT											\$0.00	\$0.00
E - 2016 40 416 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 416	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00	\$0.00
TOT											\$0.00	\$0.00
E - 2016 40 416 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 416	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$0.00	\$0.00
TOT											\$0.00	\$0.00
E - 2016 40 418 - 1000 AGENCY MANAGEMENT PROGRAM - 1015 TRAINING AND EMPLOYEE DEVELOPMENT (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 40 418	1000 AGENCY MANAGEMENT PROGRAM	1015 TRAINING AND EMPLOYEE DEVELOPMENT	\$0.00	\$0.00
TOT											\$0.00	\$0.00
E - 2016 41 409 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)												
<input type="radio"/>	Adjust or Exclude a Line Item	PO0	E	No				2016 41 409	1000 AGENCY MANAGEMENT	1020 CONTRACTING	\$302,133.00	\$260,000.00

						PROGRAM	AND PROCUREMENT			
TOT								\$0.00	\$260,000.00	
E - 2016 41 409 - 1000 AGENCY MANAGEMENT PROGRAM - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)										
<input type="checkbox"/>	Adjust or Exclude a Line Item	POO	E	No		<u>2016 41 409</u>	1000 AGENCY MANAGEMENT PROGRAM	1040 INFORMATION TECHNOLOGY	\$0.00	\$0.00
TOT								\$0.00	\$0.00	
E - 2016 41 409 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (3 Operating budget line items)										
<input type="checkbox"/>		POO	E	Yes	Agency Complianc e - Exclude a Line	<u>2016 41 409</u>	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$375,000.00	
<p>OCP is requesting an exclusion since a CBE cannot perform these various services in relating to Budget Line Item #84172</p> <p>The following services are to support the citywide Surplus Property Division auction program:</p> <p>Contractual labor from a Gov deals auctioneer to evaluate, implement, and process various auctions on to the gov deals website to ensure auction items from the surplus property division are easily obtainable to the customers/bidders.</p> <p>Data warehousing application and support to track the performance of every auction posted and processed since fiscal year 2011. Datawarehousing support includes the following: The ability to extract data into multiple spreadsheets, the ability to process neat and clean data into query reports, and the ability to convert data into various SQL based application.</p> <p>Industry standards on marketing support to showcase surplus assets on various social media platforms such as Twitter, Instagram, and Facebook to reach multiple consumers/ bidders domestically within the United States. Other marketing services include the following: Websites for each account, flyers for promotion material and the ability to conduct bench-marking analysis on specific products as requested.</p>										
<input type="checkbox"/>	Adjust or Exclude a Line Item	POO	E	No		<u>2016 41 409</u>	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$105,000.00	\$0.00
<input type="checkbox"/>	Adjust or Exclude a Line Item	POO	E	No		<u>2016 41 409</u>	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$375,000.00	\$0.00
TOT								\$0.00	\$0.00	
E - 2016 41 417 - 1000 AGENCY MANAGEMENT PROGRAM - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)										
<input type="checkbox"/>	Adjust or Exclude a Line Item	POO	E	No		<u>2016 41 417</u>	1000 AGENCY MANAGEMENT PROGRAM	1040 INFORMATION TECHNOLOGY	\$0.00	\$0.00
TOT								\$0.00	\$0.00	
E - 2016 70 700 - 1000 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)										
<input type="checkbox"/>	Adjust or Exclude a Line Item	POO	E	No		<u>2016 70 700</u>	1000 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00	\$0.00
TOT								\$0.00	\$0.00	
E - 2016 70 700 - 9960 YR END CLOSE - (empty) (1 Operating Budget Line Item)										
<input type="checkbox"/>	Adjust or Exclude a Line Item	POO	E	No		<u>2016 70 700</u>	9960 YR END CLOSE		\$0.00	\$0.00
TOT								\$0.00	\$0.00	
E - 2016 70 701 - 1000 OFFICE OF CONTRACTING & PROCUREMENT - (empty) (1 Operating Budget Line Item)										
<input type="checkbox"/>	Adjust or Exclude a Line Item	POO	E	No		<u>2016 70 701</u>	1000 OFFICE OF CONTRACTING & PROCUREMENT		\$0.00	\$0.00
TOT								\$0.00	\$0.00	
E - 2016 70 701 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)										
<input type="checkbox"/>	Adjust or Exclude a Line Item	POO	E	No		<u>2016 70 701</u>	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00	\$0.00
TOT								\$0.00	\$0.00	
E - 2016 70 701 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)										
<input type="checkbox"/>										

<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 701	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$6,500.00	\$0.00	
TOT													\$0.00	\$0.00	
E - 2016 70 702 - 1000 AGENCY MANAGEMENT PROGRAM - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)															
<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 702	1000 AGENCY MANAGEMENT PROGRAM	1040 INFORMATION TECHNOLOGY	\$0.00	\$0.00	
TOT													\$0.00	\$0.00	
E - 2016 70 702 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)															
<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 702	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$35,000.00	\$0.00	
TOT													\$0.00	\$0.00	
E - 2016 70 704 - 1000 AGENCY MANAGEMENT PROGRAM - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)															
<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 704	1000 AGENCY MANAGEMENT PROGRAM	1040 INFORMATION TECHNOLOGY	\$0.00	\$0.00	
TOT													\$0.00	\$0.00	
E - 2016 70 704 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)															
<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 704	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$3,000.00	\$0.00	
TOT													\$0.00	\$0.00	
E - 2016 70 707 - 1000 AGENCY MANAGEMENT PROGRAM - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)															
<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 707	1000 AGENCY MANAGEMENT PROGRAM	1020 CONTRACTING AND PROCUREMENT	\$0.00	\$0.00	
TOT													\$0.00	\$0.00	
E - 2016 70 710 - 1000 AGENCY MANAGEMENT PROGRAM - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)															
<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 710	1000 AGENCY MANAGEMENT PROGRAM	1040 INFORMATION TECHNOLOGY	\$161,239.92	\$65,000.00	
TOT													\$0.00	\$65,000.00	
E - 2016 70 710 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)															
<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 710	9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$20,000.00	\$0.00	
TOT													\$0.00	\$0.00	
E - 2016 70 711 - 1000 AGENCY MANAGEMENT - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)															
<input type="checkbox"/>		PO0	E	Yes	Agency Complian e - Exclude a Line	Other	This software is Adobe Acrobat Professional and is purchased directly from Dell			Quote Summary732410753.pdf	2016 70 711	1000 AGENCY MANAGEMENT	1040 INFORMATION TECHNOLOGY	\$48,750.00	
TOT													\$0.00	\$0.00	
E - 2016 70 711 - 1000 AGENCY MANAGEMENT PROGRAM - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)															
<input type="checkbox"/>	Adjust or Exclud e a Line Item	PO0	E	No						2016 70 711	1000 AGENCY MANAGEMENT PROGRAM	1040 INFORMATION TECHNOLOGY	\$48,750.00	\$45,000.00	
TOT													\$0.00	\$45,000.00	
TOT													\$0.00	\$65,745,395.12	

MY NEW OPERATING BUDGET LINE ITEMS - STATUS

Full Report	Grid Edit	Email	More	6 Operating budget line items											
DSLBD	Manager	Agency	Budget	Type	Special	CompSource	Status	Justification	Reason	Explanation	Justification Document	Program Code	Activity Code &	Totaling	Proposed

CS Status	Status	Name	Code	Exemption	CompObj2							& Title	Title	Proposed Amount	Exception Amount	
Recommend Approval - 2016 40 404 - 1000 AGENCY MANAGEMENT PROGRAM - 1070 FLEET MANAGEMENT (1 Operating Budget Line Item)																
			Office of Contracting and Procurement	PO0	E	Yes	2016.40.404	Denied	Agency Compliance - Exclude a Line	DSLBD Correction for 27 DCMR 830.5	Local funds are reserved for the memorandum of understanding with the Department of Public Works	DSLBD_Special_Exception_Support.pdf	1000 AGENCY MANAGEMENT PROGRAM	1070 FLEET MANAGEMENT	\$16,721.16	
TOT														\$16,721.16	\$0.00	
Recommend Approval - 2016 40 408 - 1000 AGENCY MANAGEMENT - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)																
			Office of Contracting and Procurement	PO0	E	Yes	2016.40.408	Denied	Agency Compliance - Exclude a Line	Other	MOU with OCTO for Upgrade to the Procurement System ie PASS.	MOU_between_OCP_and_OCTO_(\$200K).pdf	1000 AGENCY MANAGEMENT	1020 CONTRACTING AND PROCUREMENT	\$439,546.00	
TOT														\$439,546.00	\$0.00	
Recommend Approval - 2016 40 410 - 1000 AGENCY MANAGEMENT - 1020 CONTRACTING AND PROCUREMENT (1 Operating Budget Line Item)																
			Office of Contracting and Procurement	PO0	E	Yes	2016.40.410	Approved	Agency Compliance - Exclude a Line	DSLBD Correction for 27 DCMR 830.5	Intra-District funds to pay invoices associated with the District P-Card Program. OCP Ran Program.	PCard_Policy_and_Procedures_effective_09022014.pdf	1000 AGENCY MANAGEMENT	1020 CONTRACTING AND PROCUREMENT	\$19,600,000.00	
TOT														\$19,600,000.00	\$0.00	
Recommend Approval - 2016 40 410 - 8000 OPERATIONS - 8040 PURCHASE CARD (1 Operating Budget Line Item)																
			Office of Contracting and Procurement	PO0	E	Yes	2016.40.410	Approved	Agency Compliance - Exclude a Line	DSLBD Reversal	Mayoral Declaration for Snow Emergency. \$45M- DC Official Code 7-2304.(b) On January 21st, Mayor Bowser issued an emergency declaration in response to the threat of potential loss of life and property prior to the arrival of the snow storm. The Emergency Operations Center was activated at 0600hrs on January 22nd and OCP performed emergency procurement operations as ESF#7 (Emergency Support Function) Resource Management. The group partnered with many agencies to include HSEMA, DGS, DPW, DDOT, DOEE, MPD, DHS, OCTO, FEMS and facilitated and executed procurements operations that provided commodities such as heavy equipment for snow plowing and removal operations, lodging for hundreds of employees, food and feeding distribution points, and other resources. Additionally, the group leveraged the District's Impact Credit Card to centrally execute major procurement commodities for the District.	CCE08112016.pdf	8000 OPERATIONS	8040 PURCHASE CARD	\$26,975,000.00	
TOT														\$26,975,000.00	\$0.00	
Recommend Approval - 2016 41 409 - 9000 BUSINESS RESOURCES AND SUPPORT SERVICES - 9010 SURPLUS PROPERTY (1 Operating Budget Line Item)																
			Office of Contracting and Procurement	PO0	E	Yes	2016.41.409	Approved	Agency Compliance - Exclude a Line		OCP is requesting an exclusion since a CBE cannot perform these various services in relating to Budget Line Item #84172 The following services are to support the citywide Surplus Property Division auction program: Contractual labor from a Gov deals auctioneer to evaluate, implement, and process various auctions on to the gov deals website to ensure auction items from the surplus property division are easily obtainable to the customers/bidders. Data warehousing application and support to track the performance of every auction posted and processed since fiscal year 2011. Datawarehousing support includes the following: The ability to extract data into multiple spreadsheets, the ability to process neat and clean data into query reports, and the ability to convert data into various SQL based application. Industry standards on marketing support to showcase surplus assets on various social media platforms such as Twitter, Instagram, and Facebook to reach multiple consumers/ bidders domestically within the United States. Other marketing services include the following: Websites for each account, flyers for promotion material and the ability to conduct benchmarking analysis on specific products as requested.		9000 BUSINESS RESOURCES AND SUPPORT SERVICES	9010 SURPLUS PROPERTY	\$375,000.00	
TOT														\$375,000.00	\$0.00	
Recommend Approval - 2016 70 711 - 1000 AGENCY MANAGEMENT - 1040 INFORMATION TECHNOLOGY (1 Operating Budget Line Item)																
			Office of Contracting and Procurement	PO0	E	Yes	2016.70.711	Approved	Agency Compliance - Exclude a Line	Other	This software is Adobe Acrobat Professional and is purchased directly from Dell	Quote_Summary732410753.pdf	1000 AGENCY MANAGEMENT	1040 INFORMATION TECHNOLOGY	\$48,750.00	
TOT														\$48,750.00	\$0.00	
TOT														\$47,455,017.16	\$0.00	

Capital Budget Worksheet

No. of Capital Budget Line Items (OCFO)

0

No. of New/Adjusted Capital Budget Line Items

0

No. of New Approved Capital Budget Line Items

0

(A = Automatic Exclusion)

Total Current Fiscal Year \$ Amount Automatically Excluded

No. of Automatically Excluded Capital Budget Line Items

0

(E = Expendable Budget Line Item)

Copy Line Item	Agency Name2	Owner Agency2	Implementing Agency	Type	Special Exception	Comp Source Group	Justification	Reason	Explanation	JustificationDocument	Project No.	Project Title	Fund Detail	Current Fiscal Year	Proposed Exception Amount
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No capital budget line items found

MY NEW CAPITAL BUDGET LINE ITEMS - STATUS

DSLBD CS Status	Manager Status	Agency Name	Budget Code	Type	Special Exception	Status	Justification	Reason	Explanation	JustificationDocument	Project No.	Project Title	Fund Detail	Current Fiscal Year	Proposed Exception Amount
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No capital budget line items found

Agency Procurement Plan

If your Agency does not procure through OCP, please upload your Agency's Procurement Plan Spreadsheet

[Revised Agency Procurement Line Item Plan \(Autosaved\).xlsx](#) Revisions

Per Chapter 8 of Title 27 DCMR, section 832, each agency detail shall submit to the Department the Agency Procurement Plan (APP) as described in section 832.5 for the fiscal year, on a form designated by the Department. Click the eye to view the plans.

AGENCY PROCUREMENT LINES

Full Report Grid Edit Email More ▾ 29 Procurement lines																				
	Procurement Name	Procurement Description	OAPT	OAPTLine	Requester	Contract Administrator Name	Phone	Commodity Group	FundingSource	GreenProcurement	Amount	Status	NewAcquisition	Contract PO Number	Submit Date	Anticipated Start Date	Projected 1st Quarter Expenditure	Projected 2nd Quarter Expenditure	Projected 3rd Quarter Expenditure	Projected 4th Quarter Expenditure
	Sports Enhancement Officials	Sports Enhancement Officials	OAPT13292	OAPT13292_0	Marie Niestrath	Michael Williams	202-724-2127	GoodsandServices	LOCAL	<input type="checkbox"/>	\$1,000.00	Approved	yes		07-27-2015	02-01-2016	\$0.00	\$1000.00	\$0.00	\$0.00
	Office of Contracting and Procurement FY2016 OAPT	Capital Moving Services	OAPT13364-V2	OAPT13364_10	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$15,000.00	Approved	no	C12386	09-28-2015	10-01-2015	\$15,000.00	\$0.00	\$0.00	\$0.00
	Office of Contracting and Procurement FY2016 OAPT	Cintas Document Management	OAPT13364-V2	OAPT13364_8	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$4,498.00	Approved	no		09-28-2015	10-01-2015	\$4498.00	\$0.00	\$0.00	\$0.00
	Office of Contracting and Procurement FY2016 OAPT	Color Copier Maintenance	OAPT13364-V2	OAPT13364_14	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$2,580.00	Approved	no		09-28-2015	10-01-2015	\$2580.00	\$0.00	\$0.00	\$0.00
	Office of Contracting and Procurement FY2016 OAPT	Copy Machine Maintenance Imaging Solutions	OAPT13364-V2	OAPT13364_13	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$6,500.00	Approved	no		09-28-2015	10-01-2015	\$6500.00	\$0.00	\$0.00	\$0.00
	Office of Contracting and Procurement FY2016 OAPT	DCBuys Events Advertising	OAPT13364-V2	OAPT13364_9	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$30,000.00	Approved	no		09-28-2015	02-01-2016	\$0.00	\$30,000.00	\$0.00	\$0.00
	Office of Contracting and Procurement	Docking Stations	OAPT13364-V2	OAPT13364_23	Chante Dorsey	Marvin Manassa	2024873807	InformationTechnology	LOCAL	<input type="checkbox"/>	\$6,240.00	Approved	yes		09-28-2015	03-01-2016	\$0.00	\$6240.00	\$0.00	\$0.00

FY2016 OAPT																			
Office of Contracting and Procurement FY2016 OAPT	Dual Monitors	OAPT13364-V2	OAPT13364_26	Chante Dorsey	Marvin Manassa	2024873807	InformationTechnology	LOCAL	<input type="checkbox"/>	\$15,000.00	Approved	yes		09-28-2015	03-01-2016	\$0.00	\$15,000.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Dunn and Bradstreet Renewal	OAPT13364-V2	OAPT13364_6	Chante Dorsey	Marvin Manassa	2024873807	SimplifiedAcquisitions	LOCAL	<input type="checkbox"/>	\$12,327.00	Approved	yes		09-28-2015	10-01-2015	\$12,327.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	General Office Supplies	OAPT13364-V2	OAPT13364_0	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input checked="" type="checkbox"/>	\$52,100.00	Approved	yes		09-28-2015	12-01-2015	\$52,100.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	George Washington University	OAPT13364-V2	OAPT13364_11	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$168,000.00	Approved	yes	CW37008	09-28-2015	10-01-2015	\$168,000.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	GovDeals	OAPT13364-V2	OAPT13364_16	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$375,000.00	Approved	no	DCPO-2013-F-7437	09-28-2015	10-01-2015	\$375,000.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	High Speed Scanner	OAPT13364-V2	OAPT13364_22	Chante Dorsey	Marvin Manassa	2024873807	InformationTechnology	LOCAL	<input type="checkbox"/>	\$20,000.00	Approved	yes		09-28-2015	09-28-2015	\$0.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Laptops	OAPT13364-V2	OAPT13364_21	Chante Dorsey	Marvin Manassa	2024873807	InformationTechnology	LOCAL	<input type="checkbox"/>	\$52,000.00	Approved	yes		09-28-2015	03-01-2016	\$0.00	\$52,000.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Lexis Nexis Online Legal Research Database Access	OAPT13364-V2	OAPT13364_4	Chante Dorsey	Marvin Manassa	2024873807	SimplifiedAcquisitions	LOCAL	<input type="checkbox"/>	\$400.00	Approved	yes	CW29191	09-28-2015	10-01-2015	\$400.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Microsost Project	OAPT13364-V2	OAPT13364_25	Chante Dorsey	Marvin Manassa	2024873807	InformationTechnology	LOCAL	<input type="checkbox"/>	\$3,750.00	Approved	yes		09-28-2015	10-01-2015	\$3750.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	NIGP 11 Digit Commodity Code Annual License - Periscope Holdings	OAPT13364-V2	OAPT13364_3	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$4,390.00	Approved	yes		09-28-2015	10-01-2015	\$4390.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	OCF Employee Training	OAPT13364-V2	OAPT13364_12	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$84,000.00	Approved	no		09-28-2015	10-01-2015	\$84,000.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Recycled Paper	OAPT13364-V2	OAPT13364_2	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input checked="" type="checkbox"/>	\$19,777.00	Approved	yes		09-28-2015	04-01-2016	\$0.00	\$0.00	\$19,777.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	SPD Annual Renewal	OAPT13364-V2	OAPT13364_19	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$1,000.00	Approved	yes		09-28-2015	10-01-2015	\$1000.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement	SPD Automotive	OAPT13364-V2	OAPT13364_18	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$3,376.00	Approved	yes		09-28-2015	03-01-2016	\$0.00	\$3376.00	\$0.00	\$0.00

FY2016 OAPT																			
Office of Contracting and Procurement FY2016 OAPT	SPD Warehouse Equipment and Machinery	OAPT13364-V2	OAPT13364_24	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$35,000.00	Approved	yes		09-28-2015	05-02-2016	\$0.00	\$0.00	\$35,000.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	SPD Warehouse Supplies	OAPT13364-V2	OAPT13364_17	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$20,000.00	Approved	yes		09-28-2015	12-01-2015	\$20,000.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Software Upgrades	OAPT13364-V2	OAPT13364_20	Chante Dorsey	Marvin Manassa	2024873807	InformationTechnology	LOCAL	<input type="checkbox"/>	\$3,750.00	Approved	yes		09-28-2015	10-01-2015	\$3750.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Toner Cartridges	OAPT13364-V2	OAPT13364_1	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$22,000.00	Approved	yes		09-28-2015	02-01-2016	\$0.00	\$22,000.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Walton and Green Consultants	OAPT13364-V2	OAPT13364_7	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$40,000.00	Approved	no		09-28-2015	10-01-2015	\$40,000.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Walton and Green Consultants SPD	OAPT13364-V2	OAPT13364_15	Chante Dorsey	Marvin Manassa	2024873807	GoodsandServices	LOCAL	<input type="checkbox"/>	\$105,000.00	Approved	no	C12208	09-28-2015	10-01-2015	\$105,000.00	\$0.00	\$0.00	\$0.00
Office of Contracting and Procurement FY2016 OAPT	Westlaw Subscription Access for OCP-OAG staff	OAPT13364-V2	OAPT13364_5	Chante Dorsey	Marvin Manassa	2024873807	SimplifiedAcquisitions	LOCAL	<input type="checkbox"/>	\$1,659.48	Approved	yes	DCTO-2009-D-0022	09-28-2015	10-01-2015	\$1659.48	\$0.00	\$0.00	\$0.00
DC Approved Association	DC Approved Association	OAPT13401	OAPT13401_0	Marie Niestrath	Michael Williams	202-724-2127	GoodsandServices	LOCAL	<input type="checkbox"/>	\$1,500.00	Approved	yes		07-31-2015	11-01-2015	\$1500.00	\$0.00	\$0.00	\$0.00
TOT										\$1,105,847.48						\$901,454.48	\$129,616.00	\$54,777.00	\$0.00

Quarterly Expenditure Reports

Enter quarterly report expenditures here. (D.C. Official Code 2-218.41).

Please upload the Quarterly Expenditure Report Spreadsheet. If you are uploading multiple spreadsheets for the quarter, please ensure that each file has a unique descriptive name. After each spreadsheet is uploaded, you must select the SAVE button in the upper right corner before uploading the next spreadsheet.

[Expenditure Report OCP Qtr One.xlsx](#) [Revisions](#)

FY16 Expenditures (SOAR only) through 7-5-2016

Full Report Grid Edit Email More 1-50 of 187 Expenditure Reports																				
PCARD	Vendor Name	Vendor Addr1	Vendor Addr2	Vendor City	Vendor State	Vendor Zip	Service Description	FEIN	CBE Number	CBE	SBE	Expenditure Amount	Payment Date	Appropriated Fund	CompSource Title	CompObject Title	FY CompSourceCompObj - Type	Invoice Number	Purchase Order Award Number	
AINS, INC. (1 Expenditure Report)																				
N	AINS, INC.	806 W DIAMOND AVE	#400	GAITHERSBURG	MD	20878		521595814		N	N	\$6,880.68	01-19-2016	100	40 OTHER SERVICES AND CHARGES	425 PAYMENT OF MEMBERSHIP DUES	A	VOD43421	VOD43421	
TOT												\$6,880.68								
ALL IN TRANSPORTATION LLC (2 Expenditure Reports)																				
N	ALL IN TRANSPORTATION LLC	10021 HOWELL DRIVE		UPPER MARLBORO	MD	20774		472668104		N	N	\$7,035.00	04-19-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE501651	DE501651	
N	ALL IN TRANSPORTATION LLC	10021 HOWELL DRIVE		UPPER MARLBORO	MD	20774		472668104		N	N	\$4,500.00	05-04-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE502764	DE502764	

TOT														\$11,535.00					
ANTOINETTE GOINS (1 Expenditure Report)																			
●	N	ANTOINETTE GOINS	2271 COMMUNITY DRIVE	WALDORF	MD	20601	999999999	N	N	\$288.00	02-10-2016	100	40 OTHER SERVICES AND CHARGES	402 TRAVEL - OUT OF CITY	A	DE496340	DE496340		
TOT														\$288.00					
ANTONIO CADOGAN (1 Expenditure Report)																			
●	N	ANTONIO CADOGAN	441 4TH ST NW SUITE 700S	WASHINGTON	DC	20001	999999999	N	N	\$570.96	06-28-2016	100	40 OTHER SERVICES AND CHARGES	402 TRAVEL - OUT OF CITY	A	DE507589	DE507589		
TOT														\$570.96					
APPLE COMPUTER INC (5 Expenditure Reports)																			
●	N	APPLE COMPUTER INC	PO BOX 281877	ATLANTA	GA	303841877	942404110	N	N	\$2,508.00	03-01-2016	100	70 EQUIPMENT & EQUIPMENT RENTAL	710 IT HARDWARE ACQUISITIONS	E	VOD53661	VOD53661		
●	N	APPLE COMPUTER INC	PO BOX 281877	ATLANTA	GA	303841877	942404110	N	N	\$1,047.00	03-02-2016	100	70 EQUIPMENT & EQUIPMENT RENTAL	710 IT HARDWARE ACQUISITIONS	E	VOD53665	VOD53665		
●	N	APPLE COMPUTER INC	PO BOX 281877	ATLANTA	GA	303841877	942404110	N	N	\$29.00	03-02-2016	100	70 EQUIPMENT & EQUIPMENT RENTAL	710 IT HARDWARE ACQUISITIONS	E	VOD53668	VOD53668		
●	N	APPLE COMPUTER INC	PO BOX 281877	ATLANTA	GA	303841877	942404110	N	N	\$318.00	03-02-2016	100	70 EQUIPMENT & EQUIPMENT RENTAL	710 IT HARDWARE ACQUISITIONS	E	VOD53680	VOD53680		
●	N	APPLE COMPUTER INC	PO BOX 281877	ATLANTA	GA	303841877	942404110	N	N	\$69.00	03-15-2016	100	70 EQUIPMENT & EQUIPMENT RENTAL	710 IT HARDWARE ACQUISITIONS	E	VOD57045	VOD57045		
TOT														\$3,971.00					
BCI, INC. DBA BUTLER COMPANY (1 Expenditure Report)																			
●	N	BCI, INC. DBA BUTLER COMPANY	SANTANDER BANK	96 BRIDGE STREET	EAST WINDSOR	CT	6088	061308260	N	N	\$1,713,034.40	05-16-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE504037	DE504037	
TOT														\$1,713,034.40					
BLUE SKYE CONSTRUCTION, LLC (1 Expenditure Report)																			
●	N	BLUE SKYE CONSTRUCTION, LLC	EAGLE BANK	2001 K STREET, NW, SUITE #204	WASHINGTON	DC	20006	141978810	N	N	\$361,453.00	04-01-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE500442	DE500442	
TOT														\$361,453.00					
CAPITAL SERVICES AND SUPPLIES (17 Expenditure Reports)																			
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$953.00	12-04-2015	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD34000	VOD34000
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$845.00	12-04-2015	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD34002	VOD34002
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$784.00	12-04-2015	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD34005	VOD34005
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$420.00	12-18-2015	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD35514	VOD35514
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$420.00	12-18-2015	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD35515	VOD35515
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$196.00	01-08-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD41200	VOD41200
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$343.00	01-08-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD41201	VOD41201
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$2,030.00	01-19-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD43423	VOD43423
●	N	CAPITAL	UNITED BANK	14426 ALBRE	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$791.00	01-19-2016	100	41	409	E	VOD43425	VOD43425

		SERVICES AND SUPPLIES		MARLE PT PL STE100										CONTRACTUAL SERVICES - OTHER	CONTRACTUAL SERVICES - OTHER				
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$845.00	01-19-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD43428	VOD43428
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$518.00	02-19-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD51182	VOD51182
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$2,100.00	03-29-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD62537	VOD62537
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$1,276.00	04-29-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD71054	VOD71054
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$460.00	05-03-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD71689	VOD71689
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$2,100.00	05-03-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD71782	VOD71782
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$2,100.00	05-23-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD78783	VOD78783
●	N	CAPITAL SERVICES AND SUPPLIES	UNITED BANK	14426 ALBRE MARLE PT PL STE100	CHANTILLY	VA	20151	521363600	LSZX21748122016	Y	Y	\$1,680.00	05-23-2016	100	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD78785	VOD78785
TOT												\$17,861.00							
CAPITOL PAVING OF DC INC (1 Expenditure Report)																			
●	N	CAPITOL PAVING OF DC INC	BB&T BANK	230 HERNDON PARKWAY	HERNDON	VA	20170	521543117	LSZX7010082018	Y	Y	\$2,236,960.25	05-12-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE503933	DE503933
TOT												\$2,236,960.25							
CARIATI DEVELOPERS, INC (1 Expenditure Report)																			
●	N	CARIATI DEVELOPERS, INC	507 BROWNSTON E RIDGE		MERIDEN	CT	6451	061454196		N	N	\$993,804.63	05-03-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE501580	DE501580
TOT												\$993,804.63							
CHIARAMONTE CONSTRUCTION COMP (1 Expenditure Report)																			
●	N	CHIARAMONTE CONSTRUCTION COMP	605 RALEIGH PLACE		WASHINGTON	DC	20032	201576336	LZR15154052016	Y	N	\$327,078.75	04-01-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE500434	DE500434
TOT												\$327,078.75							
COMMUNITY BRIDGE INC (1 Expenditure Report)																			
●	N	COMMUNITY BRIDGE INC	BANK OF AMERICA	1 DUPONT CIRCLE NW	WASHINGTON	DC	20036	752984355	LSDR12214082018	Y	Y	\$511,205.50	04-01-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE500216	DE500216
TOT												\$511,205.50							
COMPASS GROUP USA INC (1 Expenditure Report)																			
●	N	COMPASS GROUP USA INC	% BANK OF AMERICA	231 S LASALLE ST	CHICAGO	IL	60697	561874931		N	N	\$9,004.00	04-29-2016	100	40 OTHER SERVICES AND CHARGES	414 ADVERTISING	E	VOD71070	VOD71070
TOT												\$9,004.00							
DELL MARKETING L.P. (3 Expenditure Reports)																			
●	N	DELL MARKETING L.P.	C/O DELL USA, L.P.	PO BOX 643561	PITTSBURGH	PA	152643561	742616805		N	N	\$2,936.85	03-07-2016	100	70 EQUIPMENT & EQUIPMENT RENTAL	711 IT SOFTWARE ACQUISITIONS	E	VOD55603	VOD55603
●	N	DELL MARKETING L.P.	C/O DELL USA, L.P.	PO BOX 643561	PITTSBURGH	PA	152643561	742616805		N	N	\$49,128.00	05-16-2016	100	70 EQUIPMENT & EQUIPMENT RENTAL	710 IT HARDWARE ACQUISITIONS	E	VOD74992	VOD74992
●	N	DELL MARKETING L.P.	C/O DELL USA, L.P.	PO BOX 643561	PITTSBURGH	PA	152643561	742616805		N	N	\$10,489.24	05-16-2016	100	70 EQUIPMENT & EQUIPMENT RENTAL	710 IT HARDWARE ACQUISITIONS	E	VOD75003	VOD75003

TOT														\$62,554.09					
DUN & BRADSTREET (1 Expenditure Report)																			
👁	N	DUN & BRADSTREET	PO BOX 75434	CHICAGO	IL	606755434	223582360		N	N	\$13,560.00	12-07-2015	100	40 OTHER SERVICES AND CHARGES	425 PAYMENT OF MEMBERSHIP DUES	A	VOD33875	VOD33875	
TOT														\$13,560.00					
ELIZABETH ANDERSON (1 Expenditure Report)																			
👁	N	ELIZABETH ANDERSON	4306 HAYES STREET NE	WASHINGTON	DC	20019	999999999		N	N	\$147.50	02-10-2016	100	40 OTHER SERVICES AND CHARGES	402 TRAVEL - OUT OF CITY	A	DE496341	DE496341	
TOT														\$147.50					
F&L CONSTRUCTION INC. (1 Expenditure Report)																			
👁	N	F&L CONSTRUCTION INC.	1512 GOOD HOPE RD SE	WASHINGTON	DC	20020	522168852	LSDZ31949082018	Y	Y	\$403,286.95	03-31-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE500436	DE500436	
TOT														\$403,286.95					
FEDERAL CONTRACTS CORP (1 Expenditure Report)																			
👁	N	FEDERAL CONTRACTS CORP	12918 N. NEBRASKA AVE	TAMPA	FL	33612	421613127		N	N	\$84,945.00	04-01-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE500231	DE500231	
TOT														\$84,945.00					
FORT MYER CONSTRUCTION CORPORA (1 Expenditure Report)																			
👁	N	FORT MYER CONSTRUCTION CORPORA	WELLS FARGO BANK N.A.	420 MONTGOMEER Y STREET	SAN FRANCISCO	CA	94163	540956585	LZXM32955032018	Y	N	\$5,372,351.00	05-12-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE503925	DE503925
TOT														\$5,372,351.00					
G & R TRUCKING INC (1 Expenditure Report)																			
👁	N	G & R TRUCKING INC	9600 UNDERWOOD STREET	LANHAM	MD	20706	800089608		N	N	\$60,450.00	04-01-2016	100	40 OTHER SERVICES AND CHARGES	410 OFFICE SUPPORT	E	DE500440	DE500440	
TOT														\$60,450.00					
GEORGE WASHINGTON UNIVERSITY (3 Expenditure Reports)																			
👁	N	GEORGE WASHINGTON UNIVERSITY	CENTER FOR EXCELLENCE	2033 K STREET, NW SUITE 240	WASHINGTON	DC	20052	530196584		N	N	\$4,600.00	11-24-2015	100	40 OTHER SERVICES AND CHARGES	419 TUITION FOR EMPLOYEE TRAINING	A	VOD31973	VOD31973
👁	N	GEORGE WASHINGTON UNIVERSITY	CENTER FOR EXCELLENCE	2033 K STREET, NW SUITE 240	WASHINGTON	DC	20052	530196584		N	N	\$12,000.00	11-30-2015	100	40 OTHER SERVICES AND CHARGES	419 TUITION FOR EMPLOYEE TRAINING	A	VOD33680	VOD33680
👁	N	GEORGE WASHINGTON UNIVERSITY	CENTER FOR EXCELLENCE	2033 K STREET, NW SUITE 240	WASHINGTON	DC	20052	530196584		N	N	\$74,600.00	11-30-2015	100	40 OTHER SERVICES AND CHARGES	419 TUITION FOR EMPLOYEE TRAINING	A	VOD33689	VOD33689
TOT														\$91,200.00					
GOVDEALS, INC. (23 Expenditure Reports)																			
👁	N	GOVDEALS, INC.	BANK OF AMERICA	1455 MARKET STREET	SAN FRANCISCO	CA	94109	631241096		N	N	\$15,660.34	12-18-2015	600	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD35456	VOD35456
👁	N	GOVDEALS, INC.	BANK OF AMERICA	1455 MARKET STREET	SAN FRANCISCO	CA	94109	631241096		N	N	\$6,745.70	12-18-2015	600	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD35459	VOD35459
👁	N	GOVDEALS, INC.	BANK OF AMERICA	1455 MARKET STREET	SAN FRANCISCO	CA	94109	631241096		N	N	\$3,697.39	12-18-2015	600	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD35462	VOD35462
👁	N	GOVDEALS, INC.	BANK OF AMERICA	1455 MARKET STREET	SAN FRANCISCO	CA	94109	631241096		N	N	\$13,457.11	01-08-2016	600	41 CONTRACTUAL SERVICES - OTHER	409 CONTRACTUAL SERVICES - OTHER	E	VOD41203	VOD41203

Result Pages: 1 2 3 4 >

Expenditures Summary

This area summarizes all data entered for quarterly expenditures.

Agency Detail End Of Year Narrative

Per D.C. Official Code § 2-218.53, Agency details are required to provide an end of year narrative.

Description of Changes the Agency Intends to Make to Achieve Goal Next Year	Shortfall Explanation (if applicable)

Narrative Complete

Supporting Documents Library

Provide any additional information here regarding operating budget line items' request(s) as well as receive update notices from DSLBD.

of Agency users

[11](#)

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Office of Contracting and Procurement FY2017

Agency Office of Contracting and Procurement

Agency Acronym OCP

Agency POC Code

To edit agency and POC information press your agency name (underlined and in blue above).

Agency Armeta (OCP) Ross; Gina Topplin; Lisa Alexander; Agency Budget Armeta (OCP) Ross; Gina Topplin; Shilonda Phyllis (OCP) Love POCs (OFRM) Wiggins Fiscal Year 2017

When you believe you are finished with this phase of your Performance Plan, press edit in the upper right, check this box, and then press save.

2017 Strategic Objectives

Objective Number	Strategic Objective
1.	Improve procurement service delivery to gain quality and cost efficiency of procured goods and services.
2.	Improve planning and forecasting to support strategic business decisions in procurement.
3.	Manage procurement training to sustain a highly competent workforce.
4.	Improve transparency in contracting decisions and actions to provide reliable information to all stakeholders.
5.	Expand industry engagement to ensure that the procurement process is understood and transparent to the vendor community.
6.	Create and maintain a highly efficient, transparent and responsive District government.**

2017 Key Performance Indicators

Measure	New Measure/ Benchmark/ Year	Frequency of Reporting	Add Data Fields (if applicable)	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Quarter 1
1 - Improve procurement service delivery to gain quality and cost efficiency of procured goods and services. (8 Measures)										
Percent of Comprehensive Annual Financial Report (CAFR) deficiencies remediated within a year of the audit period	<input type="checkbox"/>	Annually		74%	100%	No applicable incidents	100%	No applicable incidents	100%	Annual Measure
Percent of audited contracting officers with a scorecard rating of at least 80%	<input checked="" type="checkbox"/>	Annually		Not available	Not available	Not available	Not available	New Measure	100%	Annual Measure
Percent of Single Audit Act deficiencies remediated within a year of the audit period	<input type="checkbox"/>	Annually		37.93%	100%	No applicable incidents	100%	Waiting on Data	100%	Annual Measure
Amount of revenue generated from surplus property (in millions)	<input type="checkbox"/>	Semi-Annually		3.9	3.9	4.2	4	4.1	4	Annual Measure
Amount of cost avoidance realized through re-utilization of surplus (in millions)	<input type="checkbox"/>	Semi-Annually		4	3	9.35	4	4.8	5	Annual Measure
Percent of IT support issues resolved for all customers within eight (8) business hours	<input type="checkbox"/>	Quarterly		95%	90%	96.4%	95%	96.78%	95%	100%
Percent of vendor maintenance records approved within twenty-four (24) business hours	<input type="checkbox"/>	Quarterly		Not available	90%	99.8%	90%	99.44%	90%	100%
Percent of procurements greater than \$1 million utilizing proper milestone planning	<input checked="" type="checkbox"/>	Annually		Not available	Not available	Not available	Not available	New Measure	80%	Annual Measure
2 - Improve planning and forecasting to support strategic business decisions in procurement. (2 Measures)										
Percent of accurate and timely annual agency acquisition planning reports completed by OCP and the program agencies	<input checked="" type="checkbox"/>	Annually		Not available	Not available	Not available	Not available	New Measure	100%	Annual Measure
Percent of milestone plans developed for procurements greater than \$1 million	<input checked="" type="checkbox"/>	Annually		Not available	Not available	Not available	Not available	New Measure	90%	Annual Measure
3 - Manage procurement training to sustain a highly competent workforce. (2 Measures)										
Percent of OCP procurement professionals completing the "Foundations" course within 90 days of on-boarding	<input checked="" type="checkbox"/>	Semi-Annually		Not available	Not available	Not available	Not available	New Measure	100%	Annual Measure

Measure	New Measure Benchmark Year	Frequency of Reporting	Add Data Fields (if applicable)	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Quarter 1
Percent of OCP procurement professionals achieving appropriate contracting tier level certification	✓	Semi-Annually	Not available	Not available	Not available	Not available	Not available	New Measure	100%	Annual Measure
4 - Improve transparency in contracting decisions and actions to provide reliable information to all stakeholders. (2 Measures)										
Percent of awarded contracts publicly posted	<input type="checkbox"/>	Quarterly	Not available	Not available	90%	57.5%	90%	49.32%	90%	76.96%
Percent of FOIA requests responded to within the statutory timeframe (15 business days)	<input type="checkbox"/>	Quarterly	Not available	Not available	90%	35%	90%	90.54%	90%	73.17%
5 - Expand industry engagement to ensure that the procurement process is understood and transparent to the vendor community. (1 Measure)										
Number of vendor engagement forums hosted by and in participation with OCP	✓	Semi-Annually	Not available	Not available	Not available	Not available	Not available	New Measure	20	Annual Measure
6 - Create and maintain a highly efficient, transparent and responsive District government.** (9 Measures)										
Contracts/Procurement-Expendable Budget spent on Certified Business Enterprises	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Contracts/Procurement-Contracts lapsed into retroactive status	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Budget- Local funds unspent	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Budget- Federal Funds returned	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Customer Service-Meeting Service Level Agreements	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Vacancy Rate	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Employee District residency	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Employee Onboard Time	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Performance Management-Employee Performance Plan Completion	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017

2017 Operations

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
1 - Improve procurement service delivery to gain quality and cost efficiency of procured goods and services. (14 Activities)					
CONTRACTING AND PROCUREMENT	SBE/CBE Subcontracting Compliance	For contracting parity, any contract executed on the behalf of the District that involves District funds, with exceptions, is legally bound to the 35 percent requirement. Federally funded, GSA, DCSS, Cooperative Agreements and CBE prime contractors are excluded.	Daily Service	0	0
PROCUREMENT INTEGRITY AND COMPLIANCE	Audit Deficiency Remediation	Single and CAFR audits are conducted for District agencies. Based on findings from external auditors, OCP notifies agencies under the authority of the CFO and their contracting officers of any deficiencies. OCP devises and monitors corrective action plans.	Key Project	1	0
PROCUREMENT MANAGEMENT & SUPPORT	Implementation Tracking for Large and Mission Critical Procurements	The acquisition process is monitored throughout the procurement life cycle to identify constraints and implement appropriate technical assistance to keep activities on track.	Key Project	0	1
SURPLUS PROPERTY	Property Revenue Generation	The OCP Surplus Property Program is a rigorous e-commerce campaign extended to industry outreach. It is building increased capacity for engaging additional auction bidding which generates revenue.	Daily Service	0	0
SURPLUS PROPERTY	Re-utilization Cost Avoidance	By avoiding acquisition costs through repurposing and redistribution, the District is able to gain cost savings and cost avoidance.	Daily Service	0	1
INFORMATION TECHNOLOGY	Service Request Resolution	Prompt resolution of IT related issues ensures a continuous flow of productivity.	Daily Service	0	0
INFORMATION TECHNOLOGY	Vendor Record Maintenance Service	This is a system to track set-up and changes to vendor accounts.	Daily Service	0	0
	Contracting Officer Scorecard	This is an audit output identifying the compliance rating for each contracting officer.	Daily Service	0	1

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
PROCUREMENT INTEGRITY AND COMPLIANCE	Purchase Order Processing	This represents the number and value of purchase order workload for procurement personnel.	Daily Service	3	0
CONTRACTING AND PROCUREMENT	DC Supply Schedule	The DC Supply Schedule (DCSS) is the city's multiple-award schedule for providing commercial products and services to District government agencies. Competitive contracts are awarded to hundreds of suppliers who can provide thousands of products and services to meet recurring needs of these government agencies. Government acquisition personnel (from DC and other jurisdictions in the region) may place task or delivery orders against the schedule following DCSS procedures.	Daily Service	0	0
CONTRACTING AND PROCUREMENT	P-CARD UTILIZATION	The District of Columbia leverages the P-Card Program as a fast and effective way for agencies to procure goods and services under \$5000 for single purchases. The P-Card Program serves as an alternative method of procurement that reduces the processing cost and delivery time for small purchases. Over 75 agencies within the District use the P-Card Program as a vehicle for small purchases.	Daily Service	0	1
PROCUREMENT INTEGRITY AND COMPLIANCE	Risk-Based Internal Auditing	The Office of Procurement Integrity and Compliance conducts internal audits and reports its internal audit findings to key stakeholders within the agency; serves as the primary lead for OCP in support of the Comprehensive Annual Financial Report (CAFR) and Single Audit, and performs operational assessments of procurement processes and functions for agencies and teams under the authority of the District's Chief Procurement Officer.	Daily Service	0	1
INFORMATION TECHNOLOGY	Technology Support	The Procurement Technology Team develops and maintains server applications, and multiple SQL databases, updates both Internet and Intranet sites and improves IT functionality.	Key Project	0	2
HUMAN RESOURCE MANAGEMENT	Management Training	OCP's Resource Management division oversees required management training for managers, in cooperation with DCHR Center for Learning, Chief Procurement Officer.	Key Project	0	1
TOT				4	8
2 - Improve planning and forecasting to support strategic business decisions in procurement. (2 Activities)					
CONTRACTING AND PROCUREMENT	Acquisition Planning Improvement	All agencies under the authority of the Chief Procurement Officer (CPO) are required to submit planned procurements annually prior to the start of each fiscal year. This helps OCP anticipate types of purchases, cycle times and resource allocation requirements.	Key Project	0	1
CONTRACTING AND PROCUREMENT	Milestone Planning	Contracting Officers use milestone planning to define key tasks and processing requirements, inter-agency coordination, and deliverables, and, the timelines for performing functions through project completion.	Daily Service	0	0
TOT				0	1
3 - Manage procurement training to sustain a highly competent workforce. (2 Activities)					
LEARNING AND DEVELOPMENT	Procurement Foundations Course Delivery	Core training on District procurement rules, regulations, policies, and procedures is required for all procurement staff operating under authority of the Chief Procurement Officer (CPO).	Key Project	0	0
LEARNING AND DEVELOPMENT	Procurement Certification Workshop Delivery	Multi-tier workshop series enhances procurement proficiency through competency based learning for contracting officers and contract specialists.	Key Project	0	1
TOT				0	1
4 - Improve transparency in contracting decisions and actions to provide reliable information to all stakeholders. (9 Activities)					
PROCUREMENT MANAGEMENT & SUPPORT	Workload Management System	This is a planned comprehensive information management tool to provide timely details on workload, resource allocation and productivity.	Key Project	0	1
PROCUREMENT MANAGEMENT & SUPPORT	Transparent awards	OCP publishes/posts newly awarded and active contracts in excess of \$100,000, on the OCP web site for public access.	Key Project	0	0
LEGAL	Update Policies	OCP General Counsel Provides oversight for OCP policies and procedures.	Daily Service	0	2
CONTRACTING AND PROCUREMENT	Published Contracts	OCP tracks the newly awarded and active contracts in excess of \$100,000 which are published on the OCP web site for public access.	Daily Service	0	1
LEGAL	FOIA Requests	Requests for information are received through several means and generally require contracting personnel to gather documents for the FOIA specialist to package. The business process has been improved to tie performance to compliance and legislation therefore minimizing paperwork, reducing response time and increasing transparency.	Daily Service	0	0
OPERATIONS MANAGEMENT AND SUPPORT	Audit Committee	In order to align management decisions with audit functions, a specific audit committee has been formed.	Key Project	0	1
HUMAN RESOURCE MANAGEMENT	Standardized HR Policies	The Office of Human Resources (OHR) provides human resource management services that position the Office of Contracting and Procurement to attract, develop and retain a well-qualified and diverse workforce. Establishing and maintaining HR policies and procedures helps maintain the integrity of OCP operations.	Daily Service	0	1
INFORMATION TECHNOLOGY	Performance Dashboard	The Dashboard will provide a more efficient mechanism for data analysis.	Key Project	0	1
RESOURCE MANAGEMENT	Records Management	OCP maintains an on-going monitoring, oversight and records management training for all umbrella agencies.	Daily Service	0	1
TOT				0	8
5 - Expand industry engagement to ensure that the procurement process is understood and transparent to the vendor community. (1 Activity)					

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
CUSTOMER SERVICE AND COMMUNICATIONS	Vendor Engagement and Outreach	OCF will continue its series, "OCF in the Wards," which represents business outreach and engagement designed to demystify District procurement practices. DC Buys, a reverse vendor trade fair, monthly vendor workshops and other outreach events will occur.	Key Project	0	1
TOT				0	1
TOT				4	19

2017 Workload Measures

All Workload Measures must be linked to a specific Operation. If Workload Measures are already in the system but not yet linked, email the Office of Performance Management with a spreadsheet that identifies to which Operation each Workload Measure belongs.

Measure	New Measure/Benchmark Year	Add Historical and Target Data (FY17)	Numerator Title	Units	Frequency of Reporting	FY 2014	FY 2015	FY 2016 Actual	FY 2017 Quarter 1
1 - Purchase Order Processing (3 Measures)									
Total value of purchase orders awarded to CBE contractors (in millions)	<input type="checkbox"/>		Value of purchase orders to CBE contractors	Purchase orders	Quarterly	Not available	279.8	497.7	418
Total dollar value of contracts awarded (in millions)	<input checked="" type="checkbox"/>		Total value of purchase orders	Contracts	Quarterly	Not available	Not available	New Measure	1302
Total number of contracts awarded	<input checked="" type="checkbox"/>		Total purchase orders	Contracts	Quarterly	Not available	Not available	New Measure	263

2017 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Add Initiative Update	# of Initiative Updates	Needs Initiative Update Notification
CONTRACTING AND PROCUREMENT (3 Strategic initiative-operation links)					
Contract awards posted on OCP website	To demonstrate transparency in contracting, OCP is required to maintain a copy of executed contracts in excess of \$100,000 on the Internet, in a searchable format. In FY17, additional delineation of OCP's contract award phase close-out process along with procedures publishing the executed contracts will enable contracting specialists to systematically upload all procurement transactions and executed contract documents into Procurement Automated Support System (PASS). Procedures will establish a schedule for publishing and then posting contracts on the OCP website for the public's easy access.	09-30-2017		1	
Annual acquisition planning policy and procedures	Building on FY16 upgrades to the annual acquisition planning tool and database, OCP will convert procurement opportunities into forecast summaries, for posting to the agency website. Forecast details will be organized by key categories including commodity, NIGP code, buying agency, and procurement timeline; and, it will be searchable, to give vendors easy access to reliable information. Published forecasting also supports contracting transparency objectives.	09-30-2017		1	
Optimize P-Card use across District procurement operations	In FY16, OCP performed a preliminary assessment of the current Procurement Card program to identify and recommend opportunities and efficiency measures to improve the rebate and better leverage the existing contract. Among the key findings, greater efficiency can be achieved when the P-Card program is utilized to pay fixed assets such as electric, gas, water, sewer, etc. The FY17 priority is to obtain buy-in from the Office of Resource Management within the Office of the Chief Financial Officer as a payment vehicle, with the added value of consolidating spend and earning a higher rebate.	09-30-2017		1	
TOT				3	
CUSTOMER SERVICE AND COMMUNICATIONS (1 Strategic Initiative-Operation Link)					
Vendor engagement and outreach	Vendor engagement is a core objective. OCP implements an annual strategy encompassing a mix of vehicles that help build greater understanding of the District's procurement processes and practices. Another focus is to promote open lines of communication that reinforce transparency. FY17 vendor outreach will include OCP's signature DC Buys Reverse Vendor Trade Fair; OCP in the Wards; and DC Supply Schedule workshops. The combination of outreach will help build confidence in the District procurement process.	09-30-2017		1	
TOT				1	
HUMAN RESOURCE MANAGEMENT (2 Strategic initiative-operation links)					
Standardized HR policies and procedures	OCF will develop comprehensive administrative procedures, organized in a HR manual, to guide personnel management (including supervision, evaluation and grievances), career development, and employee-labor relation issues. The agency procedures will be aligned with DCHR standards and the District Procurement Manual. Administrative procedures will be distributed to staff and managers; and, it will be maintained on the Intranet. With procurement personnel based in OCP Headquarters, as well as, client agency workites, delineated HR requirements will help achieve consistent management and administration of personnel.	09-30-2017		1	
Management training	OCF's Resource Management division oversees required management training for managers, in cooperation with DCHR Center for Learning. Ongoing manager development reinforces OCP leadership and code of ethics standards. OCP will implement a targeted manager capacity-building program to support improved project management, service-delivery performance monitoring and staff supervision. The overall goal is to help division and team managers be effective leaders.	09-30-2017		1	
TOT				2	
INFORMATION TECHNOLOGY (3 Strategic initiative-operation links)					
Technology support	OCF manages procurement services with Ariba technology. Through a recent assessment of Ariba functionality, OCP identified additional capacity that can help improve procurement	09-30-2017		1	

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Add Initiative Update	# of Initiative Updates	Needs Initiative Update Notification
Technology support	<p>operation efficiency. For 2017, OCP will implement a system enhancement plan to help optimize ARIBA system functionality to support procurement service delivery. The intended outcomes will help to promote faster receipt of goods and services, faster execution of specific contracting activities, more accurate solicitation driven data. A very important new data element that will be available involves the ability to track spend against the contracts rather than purchase order spend. These enhancements will improve the day-to-day procurement business processes.</p> <p>In the latter phase of FY 2016, OCP began to analyze and review the total feasibility of incorporating an electronic signature system. This is deemed to be a strategic effort to improve efficiency in various stages of the procurement process. For FY 2017, OCP perform a comprehensive feasibility assessment to define the requirements for an electronic signature system that is compatible with OCP infrastructure and business processes. Electronic signature will improve the process flow, increase productivity and ensure effective transfer of documentation between OCP vendors and other stakeholders. This effort will be coordinated with the DC Office of the Secretary and the OCP General Counsel to ensure that the solution is legally acceptable and binding.</p> <p>In FY17, OCP will begin to utilize a new performance dashboard to synthesize various data elements from its reporting units. The information gleaned will allow the agency to have immediate performance status data thereby enhancing management's analytical capabilities. Although this is a significant improvement for OCP's performance management function; a systematic mechanism or tool still needs to be developed to bring uniformity in the actual data collection process and to eliminate the bulk of the manual data feeding procedures which can be time consuming and error prone. OCP, in cooperation with the Office of the Chief Technology Officer, will develop an automated data feed process which will contribute to the overall efficiency of the Performance Dashboard thus providing a complete collection and reporting effort.</p>	09-30-2017		1	
Automated Data	<p>In FY17, OCP will begin to utilize a new performance dashboard to synthesize various data elements from its reporting units. The information gleaned will allow the agency to have immediate performance status data thereby enhancing management's analytical capabilities. Although this is a significant improvement for OCP's performance management function; a systematic mechanism or tool still needs to be developed to bring uniformity in the actual data collection process and to eliminate the bulk of the manual data feeding procedures which can be time consuming and error prone. OCP, in cooperation with the Office of the Chief Technology Officer, will develop an automated data feed process which will contribute to the overall efficiency of the Performance Dashboard thus providing a complete collection and reporting effort.</p>	09-30-2017		1	
TOT				3	
LEARNING AND DEVELOPMENT (1 Strategic Initiative-Operation Link)					
Certification and procurement foundation training	<p>OCP has developed a comprehensive certification program to build competency for three tiers/levels of contracting specialist classification. FY16 encompassed curriculum testing and refinement; and training kick-off (with the new curriculum). OCP will implement a full year of certification training in FY 17. Certification curriculum is designed for a range of OCP procurement personnel -- entry level contract specialists, supervisory contracting officers and chief contracting officers. OCP will develop a training plan for delivering each certification series (i.e., Tier I, Tier II and Tier III).</p>	09-30-2017		1	
TOT				1	
LEGAL (2 Strategic initiative-operation links)					
Active policies updated with current provisions and guidance	<p>During FY 2016, OCP performed an extensive review of resources maintained in the internal policies and procedures portal, which provides contracting specialists with access to procurement guidance and processing documents. In FY17, all active policies will be updated to improve content clarity and accuracy, including compliance with any applicable laws. The initial priority is to develop/revise policies that affect day-to-day procurement service delivery efficiency and effectiveness. OCP will communicate the revised policy to employees, which may encompass additional training to help staff apply the new guidance. Electronic versions will be maintained on the OCP intranet site.</p>	09-30-2017		1	
Contract Compliance	<p>OCP will focus upon ensuring that the procurement regulations that are being developed are not only within the law but are also translated into training tools incorporated to sustain a competent professional procurement environment.</p>	09-30-2017		1	
TOT				2	
OPERATIONS MANAGEMENT AND SUPPORT (1 Strategic Initiative-Operation Link)					
Integrate audit findings into improvement plans	<p>Recently established, the OCP Audit Committee will begin a full year of operation in FY17. With a specific focus of bridging audit findings with management action, the Audit Committee will discuss, develop and adopt practices for its examination of audit findings, consider recommendations, and implement active remediation plans, (e.g. additional policies, targeted training and intensified supervision). The Audit Committee will ensure the appropriate monitoring, by designated managers, to ensure the successful implementation of remediation and improvement plans (e.g., additional policies, targeted training, and intensified supervision). Focused attention to short and long-term deficiency correction will help achieve sustained, and ultimately institutionalized, compliance with laws, regulations, policies and procedures; and improve the quality of OCP's operations. The Audit Committee meets quarterly.</p>	09-30-2017		1	
TOT				1	
PROCUREMENT INTEGRITY AND COMPLIANCE (2 Strategic Initiative-operation links)					
Risk-based internal auditing	<p>OCP's Office of Procurement Integrity and Compliance (OPIC), provides a platform for on-going appraisal of agency operations through implementation of its annual audit plan. This plan aligns with OCP's known and potential procurement risk factors. The objective of OPIC's audit program is to assess the extent to which contracting personnel adhere to the District's established internal controls, laws and policies that govern the procurement process. OPIC's audit plan also allows for an indeterminate number of directed or special audits or analyses to address emergent compliance or programmatic risks.</p>	09-30-2017		1	
Compliance monitoring scorecard	<p>OCP is continuously working to elevate its performance monitoring capacity. In FY17, OCP's OPIC group will design, develop and implement a "Compliance Scorecard" to help measure and assess the health and quality of procurement services and the performance of contract officers. The scorecard is a mechanism for evaluating how contracting officers execute their duties in accordance with applicable laws, regulations and established policies and procedures. OCP will be able to examine equivalent functions, skills, and experience. With the identified patterns, training gaps, and other indicators to guide operational improvements, OCP will strengthen procurement management.</p>	09-30-2017		1	

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Add Initiative Update	# of Initiative Updates	Needs Initiative Update Notification
TOT				2	
PROCUREMENT MANAGEMENT & SUPPORT (2 Strategic initiative-operation links)					
Milestone Plan Management	Contracting Officers with agency procurement managers are required to prepare a valid milestone plan to delineate the life-cycle processing requirements and timeline, for all eligible procurements. While individual milestone plans are used to guide the development and implementation of core pre- and post-award activities, OCP will devise a reporting and tracking mechanism to consolidate all milestone plans into a key performance management tool that can support the on-going assessment of progress on milestones, benchmarks, and other key indicator; evaluation of workload distribution; and identification of potential challenges that require troubleshooting to reduce risk and achieve service-delivery requirements and schedule.	09-30-2017		1	
Monitor procurement planning, coordination, and processing for awards equal to or greater than \$1M	OCP designed a dashboard, in FY16, to track procurements through the processing life cycle for acquisitions equal to or greater than \$1M. The dashboard includes mission critical procurements encompassing complex requirements and conditions. In FY17, OCP is establishing an analysis and reporting function to support procurement monitoring. Systematic data review and evaluation will ensure progress and constraints are reported to senior managers for activation of timely solutions or corrections. Gaps will be more readily identified and remedies can be escalated. Management analysis reports will help measure operational execution and efficiency.	09-30-2017		1	
TOT				2	
RESOURCE MANAGEMENT (1 Strategic Initiative-Operation Link)					
Records Compliance	In FY17, all physical contract files of the agencies under the auspices of the Chief Procurement Officer will be fully integrated into the Radio Frequency Identification (RFID) system, Systematic Asset Management (SAM). This system provides total control for coding, identification and tracking as well as providing a centralized database with reporting capabilities. The OCP Records Management Team will initiate visits to the field offices for a thorough review of practices to ensure full compliance with policies and procedures. And, OCP will offer refresher training as necessary, to ensure appropriate classification, storage, security, retrieval, tracking, preservation and disposal of records throughout the lifecycles.	09-30-2017		1	
TOT				1	
SURPLUS PROPERTY (1 Strategic Initiative-Operation Link)					
Surplus property utilization and cost avoidance	The DC Surplus Property Program, under the auspices of OCP, has averaged \$4 million annually for the last two fiscal years in revenue generation and property re-utilization. The introduction of an expanded on-line auction platform has contributed to its increased success. In 2017, OCP will perform a review of the program to understand how agencies are using surplus property to meet acquisition needs. This will involve identifying the utilization pattern and mix of acquisitions made by agencies and organizations currently using the program. The assessment will include a review of processing timelines – from surplus property acquisition by the District to the re-utilization or sale. Identification of under-utilization in agencies will also be a key focus. The overall objective is to continue to grow the surplus property program, as a resource for all District agencies.	09-30-2017		1	
TOT				1	
TOT				19	

2017 Initiative Updates

Strategic Initiative-Operation Link -Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Explanation of Impact	Supporting Data	FY2017 Quarters
Active policies updated with current provisions and guidance (1 Initiative Update)							
Active policies updated with current provisions and guidance	OCP has updated two (2) policies, Records Management and Children in the Workplace.	0-24%	High	Incremental	Updated guidance provided to all personnel will help ensure compliance with applicable DC laws and OCP policies and will promote service delivery efficiency.		FY17Q1
Annual acquisition planning policy and procedures (1 Initiative Update)							
Annual acquisition planning policy and procedures	The acquisition plan has been converted to forecast summaries. These procurement forecasts allow the vendors to see upcoming solicitations upon which they can bid allowing them sufficient time for planning.	75-99%	High	Incremental	The capacity to publicly publish upcoming solicitations provides more flexibility in the procurement process and is demonstrative of OCP's transparency efforts.		FY17Q1
Automated Data (1 Initiative Update)							
Automated Data	This initiative cannot proceed without additional funding and manpower.	0-24%	Medium	None	The project is stalled.		FY17Q1
Certification and procurement foundation training (1 Initiative Update)							
		Complete	High	Demonstrable			FY17Q1

Strategic Initiative- Operation Link -Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Explanation of Impact	Supporting Data	FY2017 Quarters
Certification and procurement foundation training	The initiative was successfully completed and the program is focusing upon ensuring that appropriates. Tier levels are achieved by the procurement professionals.				It established a baseline for fulfilling the certification mandate.		
Compliance monitoring scorecard (1 Initiative Update)							
Compliance monitoring scorecard	OCP's OPIC has begun the compilation of audit results that will form the source of information to be used in the Scorecard process. A trial methodology has been developed.	0-24%	High	Incremental	Upon implementation, the Scorecard will provide a weighted mechanism to assess how Contracting Officers are executing their duties. Final analyses will guide the processes for development of operational and policy improvements.		FY17Q1
Contract awards posted on OCP website (1 Initiative Update)							
Contract awards posted on OCP website	OCP has undertaken the task of ensuring that all eligible new and active contracts are posted to the Internet. This effort includes manual uploads in those instances wherein the Procurement Automates Support System (PASS) process is not available.	75-99%	High	Demonstrable	The transparency of procurement award actions will be established.		FY17Q1
Contract Compliance (1 Initiative Update)							
Contract Compliance	The OCP Office of the General Counsel and the OCP Learning and Development team are reviewing current regulations to identify and prioritize those which will translate into meaningful training tools.	0-24%	High	Incremental	Having training tools that mirror regulations reinforces the goals associated with having a competent and knowledgeable procurement workforce.		FY17Q1
Integrate audit findings into improvement plans (1 Initiative Update)							
Integrate audit findings into improvement plans	The Audit Committee did not meet in the first quarter as planned.	0-24%	High	Incremental	Bridging audit findings with management action will minimize operational and procurement process deficiencies.		FY17Q1
Management training (1 Initiative Update)							
Management training	This is a carry-over initiative from FY2016. Re-structuring and re-design of the planned workshops is on-going and all activity toward full implementation will resume in mid- February 2017.	75-99%	High	None	There is no obvious impact.		FY17Q1
Milestone Plan Management (1 Initiative Update)							
Milestone Plan Management	Plans have been developed for all eligible procurements; the information is available and accessible on a Sharepoint site for all Contracting Officers.	75-99%	High	Incremental	The milestone plans have significantly increased OCP's ability to track and monitor procurements. Timelines are visible and are creating an environment for better planning and execution of procurement actions.		FY17Q1
Monitor procurement planning, coordination, and processing for awards equal to or greater than \$1M (1 Initiative Update)							
Monitor procurement planning, coordination, and processing for awards equal to or greater than \$1M	The Large and Mission Critical Dashboard is fully operational and tracks all acquisitions greater than \$1 million through the entire procurement lifecycle.	75-99%	High	Demonstrable	Data review and root cause exploration have been essential in immediately identifying issues and developing remedies.		FY17Q1
Optimize P-Card use across District procurement operations (1 Initiative Update)							
Optimize P-Card District procurement operations	OCP has begun planning to utilize the P-Card to pay fixed assets such as gas, electric, water sewer, telephone ,etc. The most critical aspect involves obtaining buy-in from the Office of the Chief Financial Officer, Office of Finance and Resource Management	50-74%	High	Demonstrable	Utilizing the P-Card for payments such as to utilities will generate substantial revenue through rebates for the DC Treasury.		FY17Q1
Records Compliance (1 Initiative Update)							

Strategic Initiative- Operation Link - Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Explanation of Impact	Supporting Data	FY2017 Quarters
Records Compliance	OCP has completed the file intake process and has initiated visitation to DPW and DDOT to assess compliance with intake procedures for new files. And, almost 500 contract files reached their retention dates have disposed of.	50-74%	Medium	Demonstrable	OCP is consistently ensuring compliance with physical file policy and procedures.		FY17Q1
Risk-based internal auditing (1 Initiative Update)							
Risk-based internal auditing	OCP is proceeding in accord with the FY2017 OCP OPIA Audit Plan as well as special providing special audit assistance to the Office of the Inspector General and the Office of the District of Columbia Auditor.	25-49%	High	Demonstrable	The performance of risk based auditing helps to maintain compliance by contracting staff with District procurement laws and regulations. OPIA's work has proved to be significant in assessing the effectiveness and efficiency of internal controls for major spending procedures.		FY17Q1
Standardized HR policies and procedures (1 Initiative Update)							
Standardized HR policies and procedures	OCP developed the Children in the Workplace policy in the first quarter and is drafting other standardized administrative guidance.	75-99%	High	Incremental	Continuous OCP policy compliance with administrative objectives and provides a global perspective of expectations.		FY17Q1
Surplus property utilization and cost avoidance (1 Initiative Update)							
Surplus property utilization and cost avoidance	The Surplus Property program is on target relative to meeting its cost avoidance projections. The utilization pattern assessment is in its initial phases and preliminary results are not anticipated until April.	25-49%	High	Demonstrable	Surplus property avoidance strategies have proved to be viable tools in the District's procurement environment.		FY17Q1
Technology support (1 Initiative Update)							
Technology support	A system optimization assessment has been performed by a consultant for the Office of The Chief Technology Officer. Findings suggest that utilization of Catalogs will substantially reduce processing times for several small purchases. OCP cannot proceed until certain contractual issues are resolved.	0-24%	Medium	None	The initiative has stalled.		FY17Q1
Technology support (1 Initiative Update)							
Technology support	The requirements for implementation are being addressed by the Procurement Automated Support System group in OCTO. The project demands additional assessment relative to issues of legality and funding and is on hold.	0-24%	Medium	None	The project is stalled.		FY17Q1
Vendor engagement and outreach (1 Initiative Update)							
Vendor engagement and outreach	OCP has held monthly engagements under the guise of General Vendor Workshops and the DC Supply Schedule Workshops. The annual DC Buys event will be held on April 27, 2017 at Gallaudet University.	25-49%	High	Incremental	The engagements continue to solidify the outreach and confidence building sought by the vendor community.		FY17Q1

2017 Special Mayoral Plans

Strategic Initiative Header	Strategic Initiative Title	Special Mayoral Plan	Mayoral Plan Domain	Mayoral Plan Goal	Mayoral Plan Action
No links to special mayoral plans found					

Administrative Information

FY Performance Plan Office of Contracting and Procurement FY2017 **Record ID#** 289

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