

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Contracting and Procurement



Responses to Fiscal Year 2022 Performance Oversight Questions

On behalf of

GEORGE A. SCHUTTER CPA, CPCM
Director and Chief Procurement Officer

To

The Committee on Public Works and Operations
The Honorable Brianne K. Nadeau, Chairperson

February 22, 2023

Council of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, NW
Washington, DC 20004

AGENCY ORGANIZATION

1. *Please provide a current organizational chart for the agency, including the number of vacant, frozen, and filled positions in each division or subdivision. Include the names and titles of all senior personnel and note the date that the information was collected on the chart.*

Response: Please see attachment: Question 1 – OCP Master Organizational Chart FY23

2. *Please provide an explanation of the roles and responsibilities for each division and subdivision.*

Response:

Procurement procures goods and services on behalf of the agencies and programs under OCP's authority according to District laws and regulations. The procurement staff is organized into the following units:

- Government Operations
- Public Safety and Citywide Acquisitions
- Education
- Health Services
- Human Services
- Transportation Infrastructure
- Information Technology
- Public Works
- Energy and Environment
- Acquisition Operations

The **Systems, Data, and Performance** provides technical and consultative support to agencies, vendors and OCP contracting staff, while preserving data integrity and advancing the agency's transparency efforts. The division is responsible for managing OCP's systems, such as the Procurement Automated Support System (PASS), collecting and managing the agency's data, generating effective reporting, and facilitating the agency's performance management process.

The **Office of the General Counsel** provides legal services to the procurement staff including: legal advice, litigation support to the Office of the Attorney General, responds to Freedom of Information Act (FOIA) requests, draft regulations and legislation.

The **Operations Division**, led by the Chief Operating Officer, manages the following functions:

- The **Office of Procurement Integrity & Compliance (OPIC)** conducts internal audits and reports its findings to various 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.

- The **Office of Communications** is the agency's central hub of information for OCP's key stakeholders including customer agencies, Council, the business community, and District residents.
- The **Human Resources Division** provides human resource management services to attract, develop and retain a well-qualified and diverse workforce.
- The **Support Services** provides agency acquisition services and facilities management; coordinates acquisition efforts during declared emergencies.

The **Learning and Development Division** facilitates general procurement education and the District Procurement Certification Program (DPCP), as required by the Procurement Practices Reform Act of 2010 (PPRA). This division operates the Procurement Training Institute, which provides: a District-focused procurement competency model designed to assure the right acquisition outcomes for the District, a procurement training strategy tailored to the needs of the District's procurement professionals, a procurement library, and cost and price analysis support to contracting officers.

Business Resources and Strategic Logistics Center provides a wide range of mission-critical services to OCP divisions and the agency's customers. This division executes agency acquisitions, maintains facilities including risk management, and administers the OCP fleet management program. Further, this division manages the District's property disposal program, and in collaboration with OCP's Procurement Division, coordinates acquisition efforts during declared emergencies. This division includes the following two activities:

- **The Strategic Logistics Center** provides logistics and warehousing support for several key District programs, such as the safe workplace program providing personal protective equipment to District agencies, schools, and COVID-19 centers.
- **Surplus Property** provides surplus property management, re-utilization, and disposal services to District agencies.

3. *Please provide a narrative explanation of any changes made to the organizational chart during the previous year.*

Response: None.

4. *Please provide a current Schedule A for the agency which identifies each position by program and activity, with the salary, fringe benefits, and length of time with the agency. Please note the date that the information was collected. The Schedule A should also indicate if the position is continuing/term/temporary/contract or if it is vacant or frozen. Please indicate if any position must be filled to comply with federal or local law.*

Response: Please see attachment: Question 4 – Hearing Data – Schedule A

5. *How many vacancies were posted during FY 22? To date in FY 23? Please identify each position, how long the position was vacant, what steps have been taken to fill the position, whether the agency plans to fill the position, and whether the position has been filled.*

Response: Please see attachment: Question 5 – Vacancy Data FY22-FY23

6. *Please list all employees detailed to or from your agency. 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 of the detail, and the employee’s projected date of return.*

Response: OCP did not have any employees on detail during FY2022 to current.

7. *Please list any task forces, committees, advisory boards, or membership organizations in which the agency participates.*

Response:

OCP participates in the following:

- The Mayor’s Build Back Better Task Force
- National Governors Association (NGA)
- Council of Governments;
- National Association of State Procurement Officials (NASPO);
- National Institute of Governmental Purchasing (NIGP);
- Universal Public Procurement Certification Council (UPPCC);
- Certified Government Auditing Professionals (CGAP);
- Society of Human Resources Management (SHRM);
- National Property Management Association (NPMA); and
- National Association for State Agencies for Surplus Property (NASASP).

AGENCY PRIORITIES AND PERFORMANCE

8. *What are the agency's top five priorities in FY 23? Please explain how the agency expects to address these priorities in FY 23.*

Response:

OCP's top five priorities in FY 22 include but are not limited to:

- Promote Excellence in OCP Contracting and Strategic Logistics Center (SLC) Services

In FY23, OCP will analyze and document the path forward to continue the maturation of the District's Strategic Logistics Center by:

- 1) Maturing the work with HSEMA to continue acquisition and logistics planning for all of the most common District public emergencies;
- 2) Developing and implementing comprehensive training for agency property officers on the full lifecycle asset management process with an emphasis on the disposal and resource recovery/reutilization to maximize District revenue;
- 3) Maturing the expansion central receiving and distribution services to agencies with large or critical projects and equipment refresh programs, improving asset accountability; and
- 4) Maturing the gathering and improvement of inventory data to improve budgeting, utility, and decreasing spoilage of commonly used commodities in the District.

- Promote Continuous Innovation to Achieve Operational Excellence and Transparency

OCP is transitioning the District's 18+ year old contract management system (PASS) to a modern cloud-based system (the Cloud). Moving to the Cloud will not only improve efficiency for contract professionals, but it will also improve the user experience for industry partners and agency clients. For example, PASS Cloud will be compatible with mobile devices, making it easier and more secure to log into the system and conduct business. New functionality will also include enhancements to data and reporting, making it easier to track the status of procurement actions for contract professionals, industry partners, and agency clients.

In FY 23 OCP will prepare PASS Cloud to go live in FY 24 by completing, but not limited to, the following actions:

- 1) Configuring the Cloud to meet the District's requirements;
- 2) Integrating the Cloud with other District systems;
- 3) System testing;
- 4) Communicating updates with all stakeholders; and

- a. facilitating training for all PASS users and vendors.
- In conjunction with transitioning the District’s 18+ year old contract management system (PASS) to a modern cloud-based system (the Cloud), OCP will work to improve other District systems that support the Cloud so that the maximum effectiveness of industry best practices in data reporting and transparency can be achieved. In FY 23, OCP will redesign the agency’s data warehouse to provide additional data for dashboards that can be used by procurement professionals and client agencies to improve the management and oversight of the procurement of goods and services. Further integration and updates will be included to the Contractor Performance Evaluation System, Contracts and Procurement Transparency Portal, and OCP’s document management system and archives, which will ultimately improve the transparency and data reporting for contract professionals, industry partners and agency clients.
- Promote a Culture of Learning to Sustain a More Efficient Workforce
 In FY 23, OCP will enhance the quality of procurement training for all District procurement professionals, as required by District law, by:
 - 1) Publishing a consolidated agency training policy covering certification/recertification requirements, on-boarding, supervisor feedback, PASS access, warranting, and other relevant topics;
 - 2) Reviewing the current training curriculum with an eye toward adding guest lectures from senior procurement professionals, eliminating non-value-added redundancies, incorporating external training, improving the training catalog, and making training materials readily available online;
 - 3) Building upon the success of the new Contract Management Organizational Capability course to enhance OCP’s tiered training program; and
 - 4) Enhancing the use of job aids and desktop reference materials.
- Enhance Outreach and Increase Collaboration with Both Industry and Client Agencies
 OCP is focused on increasing outreach and engagement opportunities with both industry and client agencies through an increased focus on participating and hosting outreach engagements (especially those targeting small and local businesses); sharing valuable information about training events, solicitations, and surplus property auctions on the agency’s social media networks; continuing to develop established OCP communications, such as our small and local business-targeted newsletter; and updating the agency’s website to ensure ease of use and quick access to important information. OCP is also focused on its diversity, equity, and inclusion efforts, partnering with the Mayor’s Office of Community Affairs to target minority and underserved communities.

9. *What were the agency's top priorities in FY 22? Please explain how the agency addressed those priorities in FY 22.*

Response: OCP's top priorities in FY 22 included but were not limited to:

- Increase Surplus Property Sales and Reutilization Activities

In FY 22, OCP earned a total of \$7,032,179 from all surplus property sales and reutilization activities. This includes 5,012 surplus-property auctions that generated more than \$6.9 million in revenue. The revenue was generated by leveraging partnerships with key agencies such as OCTO, OCFO, DGS, DPW and MPD to acquire and dispose assets that were at the end of their useful asset life. The auction site was visited more than 1.4 million times by potential buyers. Top-selling used items were government vehicles, laptop and desktop computers, and tablets. In addition, OCP earned more than \$131,000 from recycling 1.75 million pounds of metal.

- Provide Timely and Efficient Support in Response to District Emergencies

In FY 22, building on the lessons learned and best practices from COVID-19 emergency, OCP successfully provided timely and efficiency emergency procurement support for multiple District emergencies, such as the monkeypox outbreak and migrant services emergency.

- Support Mayor Bowser's Build Back Better Task Force

In FY 22, Mayor Bowser established the DC Build Back Better Infrastructure Task Force, which was established to advise on priority projects to be funded through President Biden's \$1.2 trillion Bipartisan Infrastructure Law. In support of this effort, the Chief Procurement Officer (CPO) chaired the Administration, Compliance, and Procurement Subcommittee. The subcommittee developed recommendations for the administration on changes in procurement policies and procedures to better support the District government and vendor community.

- Upgrade the District's Contract Management System (PASS)

By FY 24, OCP will be making major enhancements to the contract management system (PASS) by transitioning to a new cloud-based system. OCP has numerous milestones for each fiscal year leading to the launch. In FY 22, OCP completed a gap analysis to determine which of the District's requirements can be met by the out-of-the box cloud-based system, started to make initial configuration changes to meet the District's requirements, completed a draft staffing plan, and completed a draft training plan. Since this is a multi-year initiative, OCP will continue this initiative in FY 23.

- Maturation of OCP's Preparations for District's Emergency Responses

From best practices learned from recent city emergencies, OCP, in coordination with HSEMA, is working to expand city preparations for various emergency scenarios. In the District Response Plan, the District government describes 13 hazards/threats that could potentially impact the city and its residents. OCP's role as a supporting agency is to be prepared in procuring necessary supplies and

materials for the District's response efforts. Similar to snow emergency preparations, OCP created pre-disaster contracts for 5 out of the 13 hazard scenarios in FY 22. Currently, OCP is working with agency partners on 3 additional areas including, flooding, civil unrest, and fire. Since this is a multi-year initiative, OCP will continue this initiative in FY 23.

10. ***Please provide a copy of the agency's FY 22 performance report, if one was prepared. Please explain which performance plan objectives were not completed in FY 22.***

Response: Please see attachment: Question 10 – FY 22 OCP Performance Accountability Report (PAR)

11. ***Please provide a copy of your agency's FY 23 performance plan as submitted to the Office of the City Administrator, if one was prepared.***

Response: Please see attachment: Question 11 – FY 23 OCP Performance Plan

12. ***What are the metrics regularly used by the agency to evaluate its operations? Please be specific about which data points are monitored by the agency.***

Response: OCP uses the following metrics to evaluate the agency's operations:

- Percent of contractor performance evaluations that are completed;
- Percent of awarded contracts over \$100,000 publicly posted;
- Percent of industry partners that are satisfied with OCP services;
- Percent of client agencies that are satisfied with OCP services;
- Total value of contracts awarded to CBE contractors (in millions);
- Total dollar value of contracts awarded (in millions);
- Total number of contracts awarded; and
- Amount of revenue generated from surplus property (in millions).

13. ***Please describe any new initiatives or programs that the agency implemented in FY 22 and FY 23, to date, to improve the operations of the agency. Please describe any funding utilized for these initiative or program and the results, or expected results, of each initiative.***

Response: None.

AGENCY BUDGET AND SPENDING

14. *Please provide a table showing your agency's Council-approved budget, revised budget (after reprogrammings, etc.), and actual spending, by program, activity, and funding source for FY 22 and the first quarter of FY 23. Please detail any over- or under-spending and if the agency had any federal funds that lapsed.*

Response: Please see attachments:

- Question 14 - FY 22 Budget Expenditure Variance Analysis
- Question 14 - FY 23 Budget Expenditure Variance Analysis

15. *Please list, in chronological order, each reprogramming that impacted the agency in FY 22 and FY 23, to date, including those that moved funds into the agency, out of the agency, and within the agency. For each reprogramming, list the date, amount, rationale, and reprogramming number.*

Response: Please see attachment: Question 15 - FY22 List of Reprogramming

There is no reprogramming for FY23.

16. *For FY 22 and FY 23, to date, please list all intra-District transfers to or from the agency.*

Response: Please see attachment: Question 16 - Intra-District Transfer to or from OCP FY22 & FY23

17. *Please list each grant or sub-grant received by your agency in FY 22 and FY 23, to date. List the date, amount, source, purpose of the grant or sub-grant received, and amount expended.*

Response: Not applicable as OCP has no federal grant fund.

18. *How many FTEs are dependent on grant funding? What are the terms of this funding? If it is set to expire, what plans, if any, are in place to continue funding the FTEs?*

Response: Not applicable as OCP has no federal grant fund.

19. *For FY 22 and FY 23, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:*

- *The revenue source name and code;*
- *The source of funding;*
- *A description of the program that generates the funds;*
- *The amount of funds generated by each source or program;*
- *Expenditures of funds, including the purpose of each expenditure; and*

- *The current fund balance.*

Response: Please see attachment: Question 19 - Special Purpose Revenue Funds FY22 & FY23

20. *Please list and describe any spending pressures the agency experienced in FY 22 and any anticipated spending pressures for the remainder of FY 23. Include a description of the pressure and the estimated amount. If the spending pressure was in FY 22, describe how it was resolved, and if the spending pressure is in FY 23, describe any proposed solutions.*

Response: OCP didn't experience any spending pressures in FY22.

21. *Please provide a list of all budget enhancement requests (including capital improvement needs) for FY 22 or FY 23. For each, include a description of the need and the amount of funding requested.*

Response: OCP works with the Office of the City Administrator to develop its budget.

22. *Please list any statutory mandates that the agency lacks sufficient resources to fully implement.*

Response: OCP has sufficient resources to fulfill all statutory mandates.

CONTRACTING AND PROCUREMENT

23. *Please list and provide a copy of all memoranda of understanding ("MOU") entered into by your agency during FY 22 and FY 23, to date, as well as any MOU currently in force. For each, indicate the date on which the MOU was entered and the termination date.*

Response:

Please see attachment for MOU dates entered and terminated on:

- Question 23 - MOU Dates Entered-Terminated FY 22 & FY 23

Please see MOU attachments-

- For FY 23 executed/signed MOUs:
 - Question 23 - DDS-OCP FY23 MOU
 - Question 23 - DFHV-OCP FY23 MOU
 - Question 23 - DFS-OCP FY23 MOU
 - Question 23 - DOB-OCP FY23 MOU
 - Question 23 - DOEE-OCP FY23 MOU
- For FY 22 executed/signed MOUs:
 - Question 23 - DBH-OCP FY22 MOU

- Question 23 - DCHR-OCP FY22 MOU
- Question 23 - DCRA-OCP FY22 MOU
- Question 23 - DDOT-OCP FY22 MOU
- Question 23 - DDS-OCP FY22 MOU
- Question 23 - DFHV-OCP FY22 MOU
- Question 23 - DFS-OCP FY22 MOU
- Question 23 - DHCF-OCP FY22 MOU
- Question 23 - DHS-OCP FY22 MOU
- Question 23 - DISB-OCP FY22 MOU
- Question 23 - DOEE-OCP FY22 MOU
- Question 23 - DOES-OCP FY22 MOU
- Question 23 - DOH-OCP FY22 MOU
- Question 23 - ONSE-OCP FY22 MOU
- Question 23 - OSSE-OCP FY22 MOU
- For other MOUs:
 - Question 23 - DC Health-OCP FY19 MOU
 - Question 23 - DCHR-OCP FY20 MOU
 - Question 23 - DCRA-OCP FY20 MOU
 - Question 23 - DDOT-OCP FY20 MOU
 - Question 23 - DDS-OCP FY20 MOU
 - Question 23 - DHCF-OCP FY20 MOU
 - Question 23 - DOEE-OCP FY19 MOU
 - Question 23 - DOEE-OCP FY20 MOU
 - Question 23 - DOH-OCP FY20 MOU
 - Question 23 - OSSE-OCP FY20 MOU

24. Please list each contract, procurement, and lease entered into or extended by your agency during FY 22 and FY 23, to date. For each contract, please provide the following information where applicable:

- *The name of the contracting party;*
- *The nature of the contract, including the end product or service;*
- *The dollar amount of the contract, including amount budgeted and amount actually spent;*
- *The term of the contract;*
- *Whether the contract was competitively bid;*
- *The name of the agency's contract monitor and the results of any monitoring activity; and*
- *The funding source.*

Response: Please see attachment: Question 24 - OCP FY22 & FY23 Procurements

25. What is your agency's current adjusted expendable budget for CBE compliance purposes? How much has been spent with SBEs or CBEs? What percent of the agency's current adjusted expendable budget has been spent with SBEs or CBEs?

Response: Please see attachment: Question 25 – CBE-SBE Expendable Budget

26. Please provide the Committee with:

- *A list of all employees who received or retained cellphones, personal digital assistants, or similar communications devices at agency expense in FY 22 and FY 23, to date;*

Response: Please see attachment: Question 26A – OCP Cell Phones

- *A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned as well as a description of all vehicle accidents involving the agency’s vehicles in FY 22 and FY 23, to date;*

Response: Please see attachment: Question 26B – OCP Vehicle Report

- *A list of travel expenses, arranged by employee for FY 22 and FY 23, to date, including justification for travel;*

Response: Please see attachments:

- Question 26C – Travel FY22
- Question 26C – OCP Training Expenditures

- *A list of total workers’ compensation payments paid in FY 22 and FY 23, to date, including the number of employees who received workers’ compensation payments, in what amounts, and for what reasons.*

Response: Please see attachments: Question 26D – Workers Comp Data

27. For FY 22 and FY 23, to date, what was the total agency cost for mobile communications and devices, including equipment and service plans?

Response:

Fiscal Year	Telecommunications (RTS) Expenditures
FY2022	\$8,707.25
FY2023	\$0

28. Please list in descending order the top 25 overtime earners in your agency in FY 22 and FY 23, to date, if applicable. For each state the employee’s name, position number, position title, program, activity, salary, fringe, and the aggregate amount of overtime pay earned by each.

Response: Please see attachment: Question 28 – Overtime FY22 & FY23

29. For FY 22 and FY 23, to date, please provide a list of employee bonuses, special pay granted, or separation pay issued, that identifies the employee receiving the bonus, special pay, or separation pay, the amount received, and the reason for the bonus, special pay, or separation pay.

Response: Please see attachment: Question 29 – Employee Bonus, Special Pay, Separation Pay

30. Please provide each collective bargaining agreement that is currently in effect for agency employees. Please include the bargaining unit and the duration of each agreement. Please note if the agency is currently in bargaining and the anticipated date of completion of each agreement in bargaining.

Response:

- Please see attachments:
 - Question 30 - AFGE 1403 WC.CBA In effect thru FY 2023.pdf
 - Question 30 - AFGE 631 - FY 2010-2013.pdf
 - Question 30 - AFSCME Master Agreement (Locals 1200 2091 2092 2401 2743) to FY 2010.pdf
 - Question 30 - CBA Comp 1-2 w.Union Agency signatures and Mayor signature FY 2022-2025.pdf
 - Question 30 - Comp Unit 33 - AFGE 1403 (Attorneys) - FY 2021-2023.pdf

31. Please list all open capital projects and capital projects in the financial plan under the agency's purview, including the amount budgeted, actual dollars spent so far, any remaining balances, and the status of the project. In addition, please provide a description of any projects which are experiencing delays or which require additional funding.

Response: Please see attachment: Question 31 – Capital Projects

32. Please provide a list of all studies, research papers, reports, and analyses that the agency prepared or funded during FY 21 and FY 22, to date. Please submit a hard copy to the Committee of any study, research paper, report, or analysis that is complete.

Response:

Reports/Analyses prepared by the agency that have previously been sent to the Council*	
Report	Date to Council
Review and analysis of emergency procurements conducted during COVID-19 public health emergency beginning March 11, 2020	December 22, 2021
Additional Report regarding COVID-19 emergency procurements conducted between July 25, 2021, and the end of the additional emergency procurement authority provided per Mayor’s Order 2020-045 and any extensions thereof	October 30, 2022
Annual Acquisition Plan	November 22, 2022

- *OCP has not prepared studies, research papers, reports, or analyses beyond the standard reporting requirements listed in Question 40. The above chart references those reports that have previously been submitted to the Council. Note that other analyses and reports listed in Question 40 are available on OCP’s transparency portal at: [Accountability & Transparency | ocp \(dc.gov\)](https://www.ocp.dc.gov), which is accessible to the public. This reporting is voluminous; however, please let us know if you prefer to receive hard copies.
- Please see attachments:
 - Question 32 - OCP Memo_BSA Report-signed.pdf
 - Question 32 - Review Period_CBE Analysis.docx

LEGISLATIVE, REGULATORY AND LEGAL ACTIVITY

33. Please explain any significant impacts on your agency, if any, of any legislation passed, judicial decisions or regulations issued at the federal or local level during FY 22 and FY 23, to date.

Response:

- **COVID-19 Public Health Emergency Procurement Analysis Amendment Act of 2021 [Fiscal Year 2022 Budget Support Act of 2021, § 1011]**, effective Nov. 13, 2021 (D.C. Law 24-45; 68 D.C. Reg. 10163). The BSA required an analysis

of COVID-19 emergency procurements prior to expiration of the COVID-19 public emergency.

- **Analyzing Additional Emergency Procurement Activity Temporary Amendment Act of 2021**, effective Feb. 24, 2022, and expired October 7, 2022 (D.C. Law 24-76; 68 D.C. Reg. 211). This law required a retrospective analysis of emergency procurements after expiration of the COVID-19 public emergency.
- **Limited Coronavirus Procurement Second Extension Temporary Amendment Act of 2022**, effective May 18, 2022, and expired December 29, 2022 (D.C. Law L24-121) (the “Act”). During FY 22, the Council enacted the Act, which amended the District of Columbia Public Emergency Act of 1980 and limited procurements to coronavirus testing, COVID-19 vaccination, IT systems for COVID-19 support and PPE for any public emergency or public health emergency declared, extended, or otherwise in effect in 2022. This limitation was in place until expiration on December 29, 2022, and impacted the agency’s procurement of needed goods and services in response to the Migrant Services public emergency declared on September 8, 2022, and had the ability to negatively impact any potential non-COVID related public emergency in the District.
- **Procurement Agencies Alignment Amendment of 2022**, effective Sept. 21, 2022 (D.C. Law 24-169; 69 D.C. Reg. 9204). This law requires the Chief Procurement Officer to conduct a biennial audit of the Department of General Services (DGS) procurement activities and outlines specialized training requirements for OCP’s Procurement Training Institute to train procurement personnel of DGS and other District procurement personnel.

34. Please list and describe any regulations promulgated by the agency in FY 22 and FY 23, to date, and the status of each.

Response:

1. 27 DCMR 1610: Final rules to establish prices that the Department of Human Services shall make to the District of Columbia’s providers of employment services in support of the District’s Temporary Assistance to Needy Families (TANF) Employment Program effective on October 1, 2021.
2. 27 DCMR 1610: Final rules to establish prices that the Department of Human Services shall make to the District of Columbia’s providers of employment services in support of the District’s Temporary Assistance to Needy Families (TANF) Employment Program effective on October 1, 2022.

35. Please list all pending lawsuits that name the agency as a party. Identify which cases on the list are lawsuits that potentially expose the District to financial liability or will result in a change in agency practices and describe the current status of the litigation. Please provide the extent of each claim, regardless of its likelihood of success.

Response:

Source	Title	Grounds	Filing Date	Potential Agency Impact	Status
OHR	EEOC Charge No. 570-2023-01002; (ii) OHR Matter (Number TBD)	Retaliation, Intimidation and Age Discrimination	1/30/23	TBD	District is reviewing the Charge and will file a response by March 2023
District Superior Court	Civil Action No. 2012 CA 004274 B	Failure to accommodate and retaliation in violation of DC Human Rights Act, and FMLA Retaliation	11/16/21	Seeking Front pay, back pay, lost benefits, interest, costs and attorney's fees in an amount in excess of \$500,000.	Discovery
US Equal Employment Opportunity Commission	EEOC No. 570-2022-01637	Discrimination based on failure to accommodate disability.	08/19/22	TBD	District's Position Statement was filed 01/13/23
District Superior Court	OCP Employee v. District of Columbia, 2018 CA 002541 B	Unlawful termination	4/10/2018	Reinstatement, back pay	Pretrial set for September 21, 2023
District Court of Appeals	Appeal to DCCA No. 17-CV-1123 Beale and Cofield	Claim of failure to give RIFed employee priority consideration for rehire and whether employees were properly separated from positions of record	Appealed Superior Court decision upholding the RIF. Appeal filed October 2, 2017. Superior Court case filed March 20, 2013.	Seeking reinstatement, back pay, and attorneys' fees	Argued in DCCA in September 2019; awaiting decision.

36. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY 22 or FY 23, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

Response:

Party Name	Fiscal Year	Amount of Settlement	Case Name	Brief Description
Emmaniece Gordon	2022	\$150,000	Emmaniece Gordon v. District of Columbia, 2017 CA 003755 B	Allegation of discrimination

37. Is OCP currently party to any active non-disclosure agreements? If so, please provide all allowable information on all such agreements, including the number of agreements and the department/division within OCP associated with each agreement.

Response:

Is OCP currently party to any active non-disclosure agreements?	Number of Agreements	Department/Division associated with each agreement	Brief Description
Yes	8	OCP Strategic Logistics Center	Non-disclosure agreements for contractors who have access to the District's confidential information.

38. Does OCP require non-disclosure agreements for any employees or contractors?

Response: Yes, OCP's Strategic Logistics Center requires non-disclosure agreements for contractors with access to the District's confidential information.

39. Please list the administrative complaints or grievances that the agency received in FY 22 and FY 23, to date, broken down by source. Please describe any changes to agency policies or procedures that have resulted from complaints or grievances that were resolved in FY 22 or FY 23, to date.

Response:

Complaints Received by OCP				
Fiscal Year	Source	Nature of Complaint	Status	Change to Agency Policy or Procedures
FY22	Employee Complaint	Complaint alleging OCP mismanagement in workload distribution and facilities deficiencies.	Ongoing	No change
FY22	Referral from OIG	Anonymous complaint alleging OCP mismanagement, facilities deficiencies, and personnel challenges.	Closed. OCP investigated and provided response to OIG.	OCP has increased communications with DGS on current facilities work at OCP Headquarters.
FY22	Employee grievance	Complaint regarding Whistleblower retaliation, bullying, harassment, defamation, and ADA accommodation.	Closed.	None
FY23	Third Party complaint to OCP	Complaint alleging fraud by District employee	Referred to OIG. District employee referenced was not an OCP employee.	None
FY23	Employee complaint to OCP and OHR	Complaint regarding Retaliation, Intimidation and Age Discrimination	Pending	None

**Note that we have not included protests and appeals at the Contract Appeals Board (CAB). See responses to Questions 35, 51, and 52 that reference CAB matters.*

40. Please list all reporting requirements in the District of Columbia Code or Municipal Regulations that the agency is required to complete in FY 22 and FY 23, to date. For each requirement, please list the date the report was required and the date it was produced. If the agency did not produce the report on the mandated timeline, please explain why.

Response:

Report	Date Required	Date Last Produced
Excluded Parties List on OCP Website	Ongoing	November 10, 2022
Acquisition Plan	Annually	November 22, 2022
OCP Surplus Property Division's Sales Report	Ongoing	January 31, 2022
Awarded Contracts on OCP website	Ongoing	Ongoing
Purchase Orders (\$100,000 and under)	Ongoing	Ongoing
Contractor Payments	Ongoing	Ongoing
List of authorized contracting officers and their authority	Ongoing	Ongoing
Contracting Activity Report Bi-annually Ongoing	Bi-annually	Ongoing
Sustainable Purchasing Report	Annually	February 6, 2023
Report on the number of and dollar value of contracts executed under each source selection method	Ongoing	OCP is implementing these parameters as reportable attributes in the refresh of PASS, which will require a transition to the cloud.
Review and analysis of emergency procurements conducted during COVID-19 public health emergency beginning March 11, 2020	October 22, 2021	December 22, 2021
Additional Report regarding COVID-19 emergency procurements conducted between July 25, 2021, and the end of the additional emergency procurement authority provided per Mayor's Order 2020-045 and any extensions thereof	3 months after the end of emergency procurement authority	October 30, 2022

41. Please provide the number of FOIA requests for FY 22, and FY 23, to date, that were submitted to your agency. Include the number granted, partially granted, denied, and pending. In addition, please provide the average response time, the estimate number of FTEs required to process requests, the estimated number of hours spend responding to these requests, and the cost of compliance.

Response:

FOIA	FY2022	FY2023 to date
Requests Received	166	31
Requests Granted (Full)	50	9
Requests Granted (Partial)	21	1
Requests Denied	29	11
Requests Pending	30	**33
Other*	36	6
Avg. Response Time (Days)	12	11
Estimated FTE	1.4	1.45
Estimated Hours	2,918	750
Cost of Compliance	\$169,815	\$45,850

*FOIA requests that were duplicates, sent to the wrong agency, or withdrawn by the requester

**Requests Pending FY2023 to date: Represents cumulative requests pending from FY22 to FY23.

42. Please list and describe any ongoing investigations, audits, or reports on the agency or any employee of the agency that were completed during FY 22 and FY 23, to date.

Response:

1. Regarding reports, see response to Question 40;
2. Regarding investigations, see the following:

Fiscal Year	Investigations
FY22	Investigation of potential employee conflict of interest. Matter investigated by the agency and referred to Board of Ethics and Government Accountability and Office of the Inspector General

(i) Regarding audits, see the following:

Fiscal Year	Audits	Status
FY22 -23	COVID-19 Emergency Procurement Risk Assessment (<i>OIG Project No. 21-1-29MA(b)</i>)	Completed
FY22-23	Fiscal Year 2021 Single Audit of Federal Awards Programs	Completed
FY22-23	Fiscal Year 2022 Procurement Risk Assessment (OIG Project No. 21-1-29MA)	Completed
FY22-23	Audit of the District Procurement in Support of the COVID-19 Public Emergency (OIG No. 21-1-01MA(a))	Completed
FY23	FY22 Annual Comprehensive Financial Report (ACFR) Audit	Completed
FY23	DC COVID Emergency Procurement Inventory Audit/Evaluation – conducted by Crowe LLP	Ongoing

43. Please describe what steps OCP has taken to implement the Nonprofit Fair Compensation Act of 2020 including, but not limited to, the issuance of regulations, revisions to standard contract clauses, guidance to agencies and outreach to the public and nonprofit organizations.

Response:

OCP has taken the following implementation steps:

1. Outreach and guidance to District Executive Agency leadership.
2. Training – (a) conducted training for OCP staff and (b) incorporated requirements of the Act in training hosted by OCP’s Procurement Training Institute for District contracting staff.
3. Standard Solicitation Clause – updated solicitation clause to reflect requirements of the Act.
4. Multiple engagements with the Coalition for Nonprofit Equity on implementation of the Act.

OFFICE OF CONTRACTING AND PROCUREMENT

44. Please identify all electronic databases maintained by your agency, including the following:

Response:

a. A detailed description of the information tracked within each system;

- 1) Procurement Automated Support System (PASS) - PASS is OCP's primary system of record for the District's procurements. The system stores information including, but not limited to: vendor registration and supporting information, invoices, receiving information, requestors, approvers, and approval workflows. Contracts, including amendments and exercise of options, are filed with supported documents in a contract workspace. The sourcing module in PASS stores statements of works, responses to Request for Proposals (RFP's), Request for Quotes (RFQ's), Requests for Information (RFI's), determination and findings, awards, market research, and bid evaluations.

- 2) OCP's Public Facing Website (www.ocp.dc.gov) is maintained and used to provide the public with the following information:
 - Forecasts and Planning;
 - Sourcing Events – Solicitations;
 - Contract Awards;
 - Purchase Orders;
 - Payments (from OCFO systems);
 - Purchase Card Transactions;
 - DC Supply Schedule;
 - Intent to Award Sole Source Contracts;
 - Independent Agency Sites and Information;
 - Contract Information for Agency Activities; and
 - Feedback from the public.

- 3) Additionally, OCP maintains the following internal-use only databases:
 - Internal SharePoint Collaboration sites (Office 365);
 - Contract Warrant Authority;
 - Contractor Performance Evaluation System (CPES);

- Surplus Property;
- System of Asset Management (SAM) Database Contract File Locator;
- Performance and Analytic Metrics primarily in Tableau; and
- BarCloud inventory management tool.

b. The age of the system and any substantial upgrades that were made in FY 21 and FY 22, to date, or that are planned for the system;

Response:

- The PASS System has been used by the District for 20 years and is based on the commercial off-the-shelf SAP Ariba system. Since 2003, the District has performed several upgrades focused on improving internal and external service. Sourcing and contracting capabilities were added over the years, modifications were made to support the integration with the District’s new financial system (DIFS), but the underlying system coding is at least eight years old. OCP initiated a cloud-based PASS Refresh project in FY 20, which was put on hold due to available funding in response to the COVID-19 pandemic. OCP received funding in FY 21 to resume the PASS Cloud project, which is scheduled to go live in Quarter 1, FY24.
- The Contracts and Procurement Transparency Portal, which is linked to the OCP public website, was released in FY19. This portal provides public searching and download of procurement forecasting, solicitations, contracts – as redacted with sensitive or private information, purchase orders and payments along with links to District agencies not utilizing PASS.

c. Whether the public is currently granted access to all or part of each system; and

Response:

The public is granted access to the following systems:

- OCP’s website (ocp.dc.gov);
- Contracts and Procurement Transparency Portal;
- Contractor Performance Evaluation System (CPES) is available only to a vendor for its specific evaluations; and
- DC Supply Schedule registration website.

d. Whether the public could be granted access to all or part of each system.

Response:

- The public currently has appropriate access to the PASS system, the OCP website, and the Contracts and Procurement Transparency portal. OCP and OCTO have updated the Contracts and Procurement Transparency portal for streamlined access so users may access the data and documents of the contracting systems in compliance with DC Official Code § 2–361.04.

NOTE: In responses to questions 45-48, the current PASS System does not provide for consistent coding for these attributes in our tracking system, and therefore has no complete record of IFBs, RFPs, RFQs, contracts and procurements, and sole source procurements issued. OCP is designing these attributes to be tracked in the refresh of the Procurement Automated Support System (PASS). However, the following data is what is currently available in the system:

45. How many contracts and procurements were completed by the Office in FY 22 and FY 23, to date?

Response:

- OCP completed 8,292 contracts and procurements in FY22 and 3,089 contracts and procurements in FY23 to date.

46. How many of the following solicitations were issued by OCP in FY 22 and FY 23, to date:

Response:

- **Invitations for Bid**
OCP issued 281 IFBs in FY 22 and 106 IFBs in FY 23.
- **Request for Proposals**
OCP issued 360 RFPs in FY 22 and 39 RFPs in FY 23.
- **Requests for Quote**
OCP issued 206 RFQs in FY 22 and 43 RFQs in FY23.

47. How many contracts did OCP initiate via letter contract in FY 22 and FY 23, to date? Please describe the circumstances under which letter contracts may be necessary.

Response: OCP issued 48 letter contracts in FY 22 and 43 letter contracts in FY 23 to date.

Reasons for use of a letter contract:

- To ensure continuation of services while the definitized council package is seeking Council approval.
- To begin the transition process from the exiting Contractor to the awarded Contractor.
- Immediate need to commence work prior to the issuance of a definitized contract for mission critical fixes and updates to meet federal and district compliance requirements.
- Critical need that required continuation of services.

48. Please list all sole source procurements completed by the Office in FY 22 and FY 23, to date, including the contractor or vendor, the contract or procurement value, the goods or services provided to the District, and the determinations and findings required by D.C. Code § 2-354.04(b).

Response:

Please see attachments-

- Question 48 - FY 22 Sole Source Procurements
- Question 48 - FY 23 Sole Source Procurements

49. Please provide the total number of Council submissions of so-called “tipping contracts” (contracts, change orders, and modifications) submitted through the Office to the Council during FY 22 and FY 23, to date. If a single Council submission included multiple modifications or change orders, please count this as one submission.

Response:

- FY22: 20
- FY23: 19

50. Please provide the total number of Council submissions of retroactive contracts that are not considered tipping contracts during FY 22 and FY 23, to date. If a single Council submission included multiple modifications or change orders, please count this as one submission.

Response:

- FY22: 11
- FY23: 1

51. How many procurement decisions made by the Office are currently under protest or appeal? List the current status of each one and whether the contract award and/or contract execution has been halted as a result.

Response:

Protests/ Appeals	Case No.	Title	Grounds	Has Contract Award or Contract Execution been halted	Status
CAB Protest	P-1172	Protest of American Traffic Solutions	Challenge to non-responsiveness determination for failing to submit a compliant subcontracting plan.	No	Pending
CAB Protest	P-1174	Protest of Great American Corp	Challenge that procurement should have been CBE set-aside;	No	Pending
CAB Protest	P-1175	Protest of Accenture	Challenge to non-responsiveness determination for failing to submit a compliant subcontracting plan.	No	Pending
CAB Appeal	D-1566	Appeal of Technopref Industries, Inc.	Appeal of Contracting Officer's deemed denial of contract claim (Key Bridge)	N/A	Partial Motion to Dismiss is pending; Discovery is ongoing; Technopref has filed an equitable claim at the Superior Court, which has been stayed pending the outcome of the CAB case.

CAB Appeal	D-1575 & D-1576	Appeal of Quality Plan Administrators	Appeal of denial of claim for underpayment under current and previous contract.	N/A	Consolidated. Trial is set for August 8, 2023.
CAB Appeal	D-1577	Appeal of Emmanuel Irono and Motir Services, Inc.	Appeal of debarment actions	N/A	Pre-Trial Briefs due 05/04/23.
CAB Appeal	D-1584	Appeal of US Foods, Inc.	Claim for overdue payment.	N/A	Trail set for 10/29/23
CAB Appeal	D-1585	Appeal of Corman Kokosing Construction	Claim for payment and breach of contract.	N/A	District's Motion to Dismiss filed.
Superior Court Appeal	2022 CA 001023 B	Appeal of Technopref	Equitable claim for damages	N/A	Pending
Superior Court Appeal	2022 CA 002632 B	Appeal of CareFirst	Review of CAB decision regarding the CO's decision of non-responsiveness due to non-compliant subcontracting plan	N/A	Pending
Superior Court Appeal	2022 CA 002815 B	Appeal of MedStar	Review of CAB decision denying protest as arbitrary and capricious.	N/A	Pending
Superior Court Appeal	2022 CA 004464 B	Appeal of Conduent State Healthcare	Review of CAB decision regarding disparate treatment of offerors	N/A	Pending

52. How many procurement decisions made by the Office were overturned as a result of a protest or appeal in FY 22 and FY 23, to date? Please list those where the protest was sustained and those where the protest was dismissed due to corrective actions taken.

Response:

Sustained Protests (FY22 and FY23 to Date)				
Case No.	Title	Grounds	Filing Date	Action Taken
P-1152	Protest of Amerigroup District of Columbia, Inc.	Challenge to non-responsiveness determination for failing to submit a compliant subcontracting plan.	02/08/22	Corrective action taken.

Protests Dismissed Due to Corrective Action Taken (FY22 and FY23 to Date)						
CAB Protest or Appeal	Case No.	Title	Grounds	Filing Date	Dismissed Due to Corrective Action	Corrective Action Taken
Protest	P-1151	Protest of Amerigroup District of Columbia, Inc.	Challenge to provision of new solicitation for MCOs.	12/28/21	Board dismissed as moot 01/10/22.	Corrective action taken.
Protest	P-1166	Protest of Conduent State and Local Solutions	Challenge to determination of non-responsiveness because subcontracting plan contained outdated cert number and because the total value was based on the minimum amount of an IDIQ contract, not the maximum amount.	07/06/22	Board dismissed as moot 08/30/22	Corrective action taken.
Protest	P-1167	Protest of Parkeon, Inc., dba Flowbird	Challenge to determination that Flowbird's submission was not the lowest price technically acceptable.	08/11/22	Board dismissed as moot 08/29/22.	Corrective action taken.
Protest	P-1168	Protest of New Gen Architects	Challenge to e-filing.	09/29/22	Board dismissed as moot 10/13/22.	Solicitation Cancelled

53. Please provide the number of lots of surplus property sold and total revenue generated by surplus property sales for FY 22 and FY 23, to date, disaggregated by fiscal year.

Response:

- FY22: 4,995 lots sold. \$6,897,537.18 gross revenue. OCP earned more than \$6.9 million from 5,012 surplus-property auctions. OCP's scrap and recycling initiative turned over 1.75 million pounds of metal, earning more than \$131,000. OCP earned a total of \$7,032,179 from all surplus property sales and scrap metal recycling activities.
- FY23 (thru 1/26/23): 949 lots sold. \$1,534,870.11 gross revenue

54. How many items of surplus property were transferred, without sale, to non-governmental organizations or other government agencies?

Response:

- OCP transferred 231 items of surplus property in FY2022 and 305 items of surplus in FY2023 to date.

55. How many non-government organizations are certified to have access to surplus property?

Response:

- Currently, there are 138 certified non-profits who have access to surplus property.

56. How many items of federal surplus property did the District government acquire in FY 22 and FY 23, to date?

Response:

- The District has acquired 663 items of federal surplus property in FY22 and 122 items of federal surplus property in FY23 to date.

57. Please list the ten largest (dollar amount) surplus sales, disaggregated by individual items or lots, in FY 22 and FY 23, to date. For each, provide a description of the property, the agency (or agencies) the property was surplus, and the dollar amount received.

Response:

- Please see attachment: Question 57 – DC Surplus Top 10 Sales

58. Please provide the total amount of revenue generated by the surplus property program in FY 22 and FY 23, to date, and provide a breakdown of how much of that revenue was expended by the Office.

Response:

- FY22: \$7,032,179 earned from all surplus and scrap metal recycling.
- FY23 (through 1/26/2023): \$1,534,870.11

Funds are used by the agency to fund the surplus property program’s personnel requirements. The remaining funds are deposited into the District’s General Fund. In FY2022, \$953,977.68 was paid toward personnel cost.

59. Please provide the total amount spent on purchase cards by District agencies through the Purchase Card Program administered by OCP for each month in FY 22 and FY 23, to date.

Response:

Please see attachments:

- Question 59 – Citywide PCard Spend (FY22)
- Question 59 – Citywide PCard Spend (FY23)

60. How many contractors and subcontractors contacted the Office of Contracting and Procurement Ombudsman in FY 22 and FY 23, to date? How many of these contacts were complaints in FY 22 and FY 23, to date?

Response:

	FY22	FY23 Year to Date
Number of Contacts	125	20
Number of Formal Complaints	1	2

61. What was the average number of days to resolution for complaints and inquiries submitted to the Office of Contracting and Procurement Ombudsman in FY 22 and FY 23, to date?

Response: The average number of days for resolution to inquiries in FY22 and FY23 to date remains 7 business days.

62. How many debriefs for non-successful bidders for procurements managed by the Office were conducted in FY 22 and FY 23, to date?

Response: OCP held 48 formal debriefs and hundreds of informal debriefs with non-successful bidders in FY22 and FY23 to date.

63. Please provide a list of all contractors suspended and debarred in FY 22 and FY 23, to date, and the reason for each suspension or debarment.

Response:

Name of Individual or Company	Principal Address	Action Date	Expiration Date	Agency Instituting the Action	Reason for the Action
Melanie Carter	1629 K Street, NW, Suite 300, Washington, DC 20006	November 9, 2022		OCP	Suspended (Pending criminal charges for Rome Charters, LLC employee resulting from operation of school bus transporting DCPS students)
Rome Charters, LLC	1629 K Street, NW, Suite 300, Washington, DC 20006	November 9, 2022		OCP	Suspended (Pending criminal charges for Rome Charters, LLC employee resulting from operation of school bus transporting DCPS students)

64. Please provide the most recently completed report completed pursuant to D.C. Code § 2-361.01(d). Please provide the anticipated date when the next required report will be completed.

Response:

- Please see attachment: Question 64 — OCP's FY2022 Sustainable Purchasing Report.
- The report was produced on February 6, 2023.

65. Please list any cooperative procurements between jurisdictions entered into by the Office in FY 22 and FY 23, to date, including the vendor, contract amount, and the goods or services procured.

Response:

Please see attachments-

- Question 65 - FY 22 Cooperative Procurements
- Question 65 - FY 23 Cooperative Procurements

66. How many Procurement Division employees completed a procurement training course in FY 22 and FY 23, to date? Please provide statistics by training course name.

Response:

FY22 Procurement Training-Procurement Division Employees	
Course	Number of Employees Trained
DC Government Contracting: Basics OCP	9
Writing Effective Statements of Work OCP	29
Using & Managing the DC P-Card OCP	21
Contract Administrator OCP	28
Orientation to DC Procurement OCP	35
PASS Buyer OCP	43
PASS Contracts & eSourcing	40
Procurement Foundation OCP	4
Market Research OCP	25
Warrant Review Training OCP	32
Procurement Lifecycle OCP	22
Managing the Contract OCP	6
Procurement Simulation	5
Technical Evaluation Panel OCP	2
Procurement Ethics OCP	10
Total	311

FY23 Procurement Training-Procurement Division Employees (as of 1/31/23)	
Course	Number of Employees Trained
Writing Effective Statements of Work OCP	5
Using & Managing the DC P-Card OCP	16
Contract Administrator OCP	6
PASS Buyer OCP	10
PASS Contracts & eSourcing	6
Procurement Foundation OCP	8
Market Research OCP	1
Warrant Review Training OCP	13
Procurement Lifecycle OCP	8
Managing the Contract OCP	8
Technical Evaluation Panel OCP	5
Procurement Ethics OCP	10
Total	96

67. How many Procurement Division employees received certification in FY 22 and FY 23, to date? Please separate certification counts by tier.

Response:

FY22 Tier Certifications	
	Number of Employees Certified
Tier I	21
Tier II	31
Total	52

FY23 Tier Certifications (as of 1/31/22)	
	Number of Employees Certified
Tier I	8
Tier II	4
Tier III	30
Total	42

68. How many non-OCP staff received training or certification from the Office in FY 22, and FY 23, to date? Please list which agencies had staff attend OCP training in FY 22, and FY 23, to date.

Response:

Total Number of Non-OCP Staff Trained in FY22	2374
Total Number of Non-OCP Staff Trained in FY23 (As of 1/31/23)	955

Response continues on following pages.

Agency of Staff Trained in FY22

- | | |
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| <ol style="list-style-type: none"> 1. Advisory Neighborhood Commissions, Office of 2. Alcoholic Beverage Regulation Administration 3. Asian and Pacific Islander Affairs, Office of 4. Board of Ethics and Government Accountability 5. Child and Family Services Agency 6. Commission on the Arts and Humanities 7. Corrections Information Council 8. Council of the District of Columbia 9. Criminal Code Reform Commission 10. Criminal Justice Coordinating Council 11. D.C Board of Elections 12. DC Department of Aging and Community Living 13. DC Department of Human Resources 14. DC Department of Licensing and Consumer Protection 15. DC Lottery and Charitable Games Control Board 16. DC National Guard 17. DC Public Library 18. DC Public Schools 19. DC Retirement Board 20. DC Sentencing Commission 21. DC State Athletic Association 22. Department of Behavioral Health 23. Department of Buildings 24. Department of Employment Services 25. Department of Energy and Environment 26. Department of Forensic Sciences 27. Department of For-Hire Vehicles 28. Department of General Services 29. Department of Health 30. Department of Health Care Finance 31. Department of Housing and Community Development 32. Department of Human Services 33. Department of Insurance, Securities and Banking 34. Department of Motor Vehicles 35. Department of Parks and Recreation 36. Department of Public Works 37. Department of Small & Local Business Development 38. Department of Youth Rehabilitation Services 39. Deputy Mayor for Education 40. Disability Services, Department on 41. District Department of Transportation 42. District of Columbia State Board of Education | <ol style="list-style-type: none"> 43. Finance and Resource Management, Office of 44. Fire & Emergency Medical Services Department 45. Health Benefit Exchange Authority 46. Homeland Security & Emerg. Mgmt. Agency 47. Judicial Nomination Commission 48. Mayor, Executive Office of the 49. Metropolitan Police Department 50. Non Public Tuition 51. Ofc of the Deputy Mayor for Health and Human Services 52. Ofc. of the Deputy Mayor for the Public Safety & Justice Cluster 53. Ofc. Victim Serv. & Justice Grants Admin 54. Office of Administrative Hearings 55. Office of Disability Rights 56. Office of Employee Appeals 57. Office of Film, Television and Entertainment 58. Office of Human Rights 59. Office of Labor Relations and Collective Bargaining 60. Office of Neighborhood Safety and Engagement 61. Office of Planning 62. Office of Police Complaints 63. Office of Returning Citizen Affairs 64. Office of Risk Management 65. Office of the Attorney General 66. Office of the Chief Financial Officer 67. Office of the Chief Medical Examiner 68. Office of the Chief Technology Officer 69. Office of the City Administrator 70. Office of the DC Auditor 71. Office of the Deputy Mayor for Planning & Economic Development 72. Office of the Inspector General 73. Office of the Secretary 74. Office of the State Superintendent of Education 75. Office of the Tenant Advocate 76. Office of Unified Communications 77. Office on Latino Affairs 78. OSSE DOT Department 79. Public Employee Relations Board 80. Public Service Commission 81. Real Property Tax Appeals Commission 82. Rental Housing Commission 83. Statehood Initiatives Agency 84. University of the District of Columbia |
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Agency of Staff Trained in FY23 (as of 1/31/23)

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| <ol style="list-style-type: none"> 1. Advisory Neighborhood Commissions, Office of 2. Child and Family Services Agency 3. Commission on the Arts and Humanities 4. Corrections Information Council 5. D.C Board of Elections 6. DC Department of Aging and Community Living 7. DC Department of Human Resources 8. DC Department of Licensing and Consumer Protection 9. DC National Guard 10. DC Public Library 11. DC Public Schools 12. DC Retirement Board 13. Department of Behavioral Health 14. Department of Buildings 15. Department of Corrections 16. Department of Employment Services 17. Department of Energy and Environment 18. Department of Forensic Sciences 19. Department of For-Hire Vehicles 20. Department of General Services 21. Department of Health 22. Department of Health Care Finance 23. Department of Housing and Community Development 24. Department of Human Services 25. Department of Insurance, Securities and Banking 26. Department of Motor Vehicles 27. Department of Parks and Recreation 28. Department of Public Works 29. Department of Small & Local Business Development 30. Department of Youth Rehabilitation Services 31. Deputy Mayor for Education 32. Deputy Mayor for Operations and Infrastructure 33. Disability Services, Department on 34. District Department of Transportation 35. District of Columbia State Board of Education 36. Finance and Resource Management, Office of | <ol style="list-style-type: none"> 37. Homeland Security & Emerg. Mgmt. Agency 38. Mayor, Executive Office of the 39. Metropolitan Police Department 40. Ofc of the Deputy Mayor for Health and Human Services 41. Ofc. of the Deputy Mayor for the Public Safety & Justice Cluster 42. Office for the Deaf, Deafblind, and Hard of Hearing 43. Office of Administrative Hearings 44. Office of Disability Rights 45. Office of Employee Appeals 46. Office of Labor Relations and Collective Bargaining 47. Office of Neighborhood Safety and Engagement 48. Office of Planning 49. Office of Police Complaints 50. Office of Risk Management 51. Office of the Attorney General 52. Office of the Chief Financial Officer 53. Office of the Chief Technology Officer 54. Office of the City Administrator 55. Office of the DC Auditor 56. Office of the Deputy Mayor for Planning & Economic Development 57. Office of the Inspector General 58. Office of the People's Counsel 59. Office of the Senior Advisor 60. Office of the State Superintendent of Education 61. Office of Veteran Affairs 62. OSSE DOT Department 63. Real Property Tax Appeals Commission (RPTAC) 64. University of the District of Columbia |
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