

Attachment 2

Additional Survey Questionnaire

FY 2010 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

SRRPOD Contract No. EP-W-09-031

Does the Program Office have written internal policies and procedures for evaluating the contractor's studies, analyses, evaluations and research documents?

Are the contractor's studies, analyses, evaluations and research documents reviewed before they were issued to the public? If so, by whom? What is the review process?

Is the contractor making any policy issues for the Agency?

Does the Program Office have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

Is there a balance workload between the contractor's work and program office?

Has the contractor performed any functions that could have been performed by federal employees?

Is the contractor performing work on-site or off-site? Are the control measures in place? What management controls are in place for providing technical guidance?

FY 2010 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

SRRPOD Contract No. EP-W-07-037, Task 9 under WA1-01

Does the OSWER have written internal policies and procedures for reviewing the contractor's draft policy writings? If so, by whom?

What is the review process? Is the process documented?

Has the contractor created any policies without the Agency knowledge or approval?

If the contractor participated in the keynote subcommittee, what management controls were in place?

What management controls were in place when the contractor performed regulatory and legislative analysis?

When the contractor developed guidance did they get reviewed? If so, by whom? What is the review process?

Does the Program Office have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

Is there a balance workload between the contractor's work and program office?

Has the contractor performed any functions that could have been performed by federal employees?

Is the contractor performing work on-site or off-site? Are the control measures in place?
What management controls are in place for providing technical guidance?

FY 2010 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

HPOD Contract No. EP-W-09-032, WA ETS-0-3, ETRS-0-6

Does the Office of Civil Enforcement have written internal policies and procedures for reviewing the contractor's investigations? If so, by whom?

What is the review process on the investigations? Is the process documented?

Has the contractor created any enforcement policies without the Agency knowledge or approval?

What management controls were in place when the contractor performed investigations and enforcement policies?

Does the Program Office have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

Is there a balance workload between the contractor's work and program office?

Has the contractor performed any functions that could have been performed by federal employees?

Is the contractor performing work on-site or off-site? Are the control measures in place?
What management controls are in place for providing technical guidance?

FY 2010 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

HPOD Contract No. EP-W-09-033

Does the Office of Civil Enforcement have written internal policies and procedures for reviewing the contractor's investigations? If so, by whom?

What is the review process on the investigations? Is the process documented?

Has the contractor created any enforcement policies without the Agency knowledge or approval?

What management controls were in place when the contractor performed investigations and enforcement policies?

Does the Program Office have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

Is there a balance workload between the contractor's work and program office?

Has the contractor performed any functions that could have been performed by federal employees?

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FY 2010 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

HPOD Contract No. GS-35F-0306J, Task Order EP0103

Does the Office of the Chief Financial Officer (OCFO) have written internal policies and procedures for reviewing the contractor's written analyses?

What is the review process on the contractor's analyses? Is the process documented?

Has the contractor created any policies without the Agency knowledge or approval?

Did the contractor participated in status meetings and attended meetings to support Core Leads? If so, what management controls were in place? Did the contractor identify themselves? Were Agency officials present?

Did the contractor develop any financial guidance for the Agency? If so, was it reviewed by agency officials? What was the review process?

Does the Program Office have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

Is there a balance workload between the contractor's work and program office?

Has the contractor performed any functions that could have been performed by federal employees?

Is the contractor performing work on-site or off-site? Are the control measures in place? What management controls are in place for providing technical guidance?

FY 2010 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

HPOD Contract No. EP-W-05-024, (ITS-BISS) EPW11019, Task Order 5

Do the Office of Technology Operations and Planning (OTOP) have written internal policies and procedures for reviewing the contractor's project planning on independent verification and validations?

Does the project planning get reviewed by agency officials before the plan is implemented? If so, what is the review process? Is the process documented?

Under Task 4, the project requirements analysis is subject to inspection and further review by all stakeholders and team members. Has the analysis on the software requirements been inspected by agency officials? If so, is the process documented?

Did the contractor participate in senior management briefings to provide support for the ABS? If so, what management controls were in place? Did the contractor identify themselves? Were Agency officials present?

Did the contractor develop any IT guidance for the Agency? If so, was it reviewed by agency officials? What was the review process?

Does the OTOP have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

Is there a balance workload between the contractor's work and program office?

Has the contractor performed any functions that could have been performed by federal employees?

Is the contractor performing work on-site or off-site? Are the control measures in place? What management controls are in place for providing technical guidance?

FY 2010 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

HPOD Contract No. EP-W-07-064, WA 4-5

Does the Office of Atmospheric Programs (OAP) have written internal policies and procedures for evaluating the contractor's regulatory studies, analyses, evaluations and research documents?

Are the contractor's analyses on regulatory economic impact and regulatory flexibility analysis reviewed before they were issued to the public? If so, by whom? What is the review process?

Is the contractor writing any regulatory policy issues for the Agency? If so, are the policies reviewed?

Did the contractor participate in public meetings to provide support for the CAIR replacement rule and/or MATS? If so, what management controls were in place? Did the contractor identify themselves? Were Agency officials present?

Does the Program Office have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

Is there a balance workload between the contractor's work and program office?

Has the contractor performed any functions that could have been performed by federal employees?

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FY 2010 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

CPOD Contract No. EP-C-06-003

Do the Office of Transportation and Air Quality (OTAQ) of the Office of Air and Radiation (OAR) have written internal policies and procedures for evaluating the contractor's analyses, evaluations and research documents?

Are the contractor's analyses, evaluations, research and recommendations to support EPA's regulations and policy reviewed before they are issued to the public? If so, by whom? What is the review process?

Is the program office reviewing the contractor's generated information from the internal reviews such as formal Agency Workgroup, Red Border and Green Border Reviews?

Under vulnerable services activities, such as preparing responses to Freedom of Information Act (FOIA) requests. Did the contractor prepare responses to FOIA? If so, what management controls were in place?

Does the Program Office have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

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ADDITIONAL QUESTIONS FOR THE CORs

HPOD Contract No. EP-W-11-018, (Enterprise Architecture) Task Order 7

Do the Office of Technology Operations and Planning (OTOP) have written internal policies and procedures for reviewing the contractor's project planning on independent verification and validations?

Are the contractor's deliverables that support the EPA Enterprise Architecture (EA) Program's reporting requirements reviewed by agency officials? If so, what is the review process? Is the process documented?

Are the contractor's deliverables for policy and governance that support EPA's Quality and Information Council reviewed by the EA team members? If so, what is the process documented?

Did the contractor develop any IT guidance for the Agency? If so, was it reviewed by agency officials? What was the review process?

Does the OTOP have sufficient enough FTEs, (i.e. CORs, Scientist, Chemist, Managers) to perform their inherently government functions?

Is there a balance workload between the contractor's work and program office?

Has the contractor performed any functions that could have been performed by federal employees?

Is the contractor performing work on-site or off-site? Are the control measures in place? What management controls are in place for providing technical guidance?