



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

APR 19 2018

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

MEMORANDUM

SUBJECT: Response to Office of Inspector General Final Report No. 18-P-0089
"EPA Can Achieve Better Value Complying with Performance-Based Contract
Requirements," dated February 20, 2018

FROM: Donna J. Vizian, Principal Deputy Assistant Administrator

A handwritten signature in blue ink, appearing to read "D. Vizian".

TO: Arthur A. Elkins, Jr.
Inspector General

This memorandum addresses the agency's alternative corrective action for recommendation 15 of the subject report since EPA did not originally concur with this recommendation. EPA and Office of the Inspector General representatives discussed alternative measures for dealing with incomplete or missing contract clause language and numbers cited by the auditors.

The Office of Acquisition Management is working with its Information Technology Service Center to update the EPA Acquisition System desk guide to include procedures for emergency instances when the EPA Acquisition Writing System is not available for use. The additional guidance should help reduce the errors. The EPA Acquisition System desk guide update can be issued via an Information Technology Service Center "hot tips" notice. We will complete the update and issue the notice by April 30, 2018.

If you have any questions for the Office of Administration and Resources Management regarding this response, please contact Kimberly Y. Patrick, director, Office of Acquisition Management at (202) 564-4310.

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