

Attachment 2

Additional Survey Questionnaire

FY 2011 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR THE CORs

HPOD Contract No. EP-W-07-077

Source: Interview with Janette Stewart, COR

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, HR personal, 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? If contractor is on-site, are there offices clearly identified? Do they have their own equipment?

What management controls are in place for providing technical guidance?

FY 2011 SERVICE CONTRACT INVENTORY
ADDITIONAL QUESTIONS FOR OEI
OFFICE OF INFORMATION ANALYSIS AND ACCESS
HPOD Contract No. EP-W-11-019, (ITS-BISS)
System Research & Applications Corporation

Interviewees: Liz Crawford, COR,

Do Office of Information Analysis and Access (OIAA) 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 order no. 0012, task 3, the contractor is to provide IT Security Risk Management Framework (RMF) policy, procedures, standards, and guidance for OIAA. What is the reviewing process? Who approves these policies and procedures?

Does the OIAA have sufficient enough FTEs, (i.e. CORs, IT Specialist, 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?