



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

OFFICE OF
INSPECTOR GENERAL

November 5, 2018

MEMORANDUM

SUBJECT: Project Notification:
Hotline Complaint— Award of Contracts EP-W-18-007 and EP-W-18-008 and
Equipment Procurement under EP-W-07-024
Project No. OA&E-FY19-0035

FROM: Michael Petscavage, Director *Michael Petscavage*
Contract and Assistance Agreement Directorate
Office of Audit and Evaluation

TO: Donna J. Vizian, Principal Deputy Assistant Administrator
Office of Administration and Resources Management

Holly Greaves, Chief Financial Officer

The Office of Inspector General (OIG) for the U.S. Environmental Protection Agency (EPA) plans to begin preliminary research on contract bidding and award of EPA contracts EP-W-18-007 and EP-W-18-008. The contracts were awarded to CGI Federal Inc., located in Fairfax, Virginia. This OIG project is in response to an anonymous hotline complaint.

The OIG's objectives are to determine whether:

1. EPA contracts EP-W-18-007 and EP-W-18-008 were properly awarded in accordance with Federal Acquisition Regulation competition requirements.
2. Equipment purchased under EPA contract EP-W-07-024 was properly purchased under the contract and transferred to current contracts in accordance with Federal Acquisition Regulation requirements.

The OIG plans to conduct work at the Office of Administration and Resource Management's Office of Acquisition Solutions and the Office of the Chief Financial Officer's Office of Technology Solutions, where the contracts and files are located. Applicable generally accepted government auditing standards will be used in conducting our project. The anticipated benefits of this project are to contribute to the EPA's financial and program oversight of contract management.

We will contact you to arrange a mutually agreeable time to discuss our objectives and the purpose of the preliminary research phase of our audit. We would also be particularly interested in any areas of concern that you may have. We will answer any of your questions about the project process, reporting procedures, methods used to gather and analyze data, and what we should expect of each other during

the project. Throughout the project, we will provide updates on a regular basis to established contacts in the offices where our work will occur.

To ensure the success and timely completion of this project, we request that you provide a copy of the following documents by November 20, 2018:

- a. Access to the EPA Contract Nos. EP-W-07-024, EP-W-18-007 and EP-W-18-008 in the EPA's Acquisition System.
- b. Contact information for EPA Contracts EP-W-07-024, EP-W-18-007 and EP-W-18-008—contracting officers, contracting officer's representatives and project officers.
- c. The Office of the Chief Financial Officer's approval for the procurement on April 19, 2018, for hardware and software purchase for mixed-financials system under contract EP-W-07-24.

Please email the above-requested information to Cathy Allen, Project Manager, at allen.catherineb@epa.gov; and Heriberto Ibarra, Auditor, at ibarra.heriberto@epa.gov.

We respectfully note that the OIG is authorized by the Inspector General Act of 1978, as amended, to have timely access to personnel and all materials necessary to complete its objectives. We will request that you resolve the situation if an agency employee or contractor refuses to provide requested records to the OIG or otherwise fails to cooperate with the OIG. We may report unresolved access matters to the Administrator and include the incident in the *Semiannual Report to Congress*.

The project will be supervised by me, and the Project Manager will be Cathy Allen. Any information related to the project should be addressed to me at (202) 566-0897 or petscavage.michael@epa.gov, or Cathy Allen at (919) 541-9779 or allen.catherineb@epa.gov.

cc: Henry Darwin, Acting Deputy Administrator
Ryan Jackson, Chief of Staff
Michael Molina, Special Advisor, Office of the Administrator
Ken Lapierre, Acting Deputy Assistant Administrator for Administration and Resources Management
Kimberly Patrick, Director, Office of Acquisition Solutions, Office of Administration and Resources Management
Lauren Lemley, Audit Follow-Up Coordinator, Office of Administration and Resources Management
Celia Vaughn, Audit Follow-Up Coordinator, Office of Acquisition Solutions, Office of Administration and Resources Management,
David Bloom, Deputy Chief Financial Officer, Office of the Chief Financial Officer
Howard Osborne, Associate Chief Financial Officer, Office of the Chief Financial Officer
Jeanne Conklin, Controller, Office of the Chief Financial Officer
Meshell Jones-Peeler, Deputy Controller, Office of the Chief Financial Officer
Quentin Jones, Director, Office of Technology Solutions, Office of the Chief Financial Officer
Benita Deane, Audit Follow-Up Coordinator, Office of the Chief Financial Officer
Vaughn Noga, Principal Deputy Assistant Administrator and Deputy Chief Information Officer, Office of Environmental Information
Bob Trent, Agency Follow-Up Coordinator, Office of the Chief Financial Officer
Nancy Grantham, Principal Deputy Associate Administrator for Public Affairs
Regional Audit Follow-Up Coordinators, Regions 1–10

Charles Sheehan, Acting Inspector General
Edward Shields, Acting Deputy Inspector General
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