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OMB TREASURY BRANCH

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EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

May 14, 2004

Memorandum for Jesus Delgado-Jenkins
Acting Assistant Secretary for Management
Department of the Treasury

From: Stephen S. McMillin *SSM*
Program Associate Director
General Government Programs

Subject: Commercial Activities Inventory: Report to Congress and Release to the
Public

In your letter dated May 7, 2004, the Treasury Department withdrew from the Office of Management and Budget (OMB) the Internal Revenue Service portion of Treasury's 2003 Federal Activities Inventory Reform Act of 1998 (the FAIR Act) Commercial Activities and Inherently Governmental Activities Inventory and submitted a revised version of the Treasury inventory that includes the remaining Treasury components. This memorandum therefore supersedes my September 25, 2003, letter to Teresa Mullett Ressel on Treasury's Commercial Activities Inventory.

The Office of Management and Budget (OMB) has completed the review and consultation process for your Year 2003 Commercial Activities Inventory (as revised by your May 7, 2004, letter) as required by the FAIR Act. Under the Act, OMB is required to publish a notice in the *Federal Register* indicating that the inventory of non-inherently governmental (commercial) activities is available to the public from the agency. My staff has informed me that you are prepared to have your inventory publicly available when, as required by the Act, OMB's notice-of-availability is published in the *Federal Register*.

OMB has also completed the review and consultation process for your revised Year 2003 Inherently Governmental Activities Inventory as revised by your May 7, 2004, letter. As noted in the Office of Federal Procurement Policy Administrator's letter of March 14, 2003, agencies were asked to be prepared to release their 2003 inventory of inherently governmental activities to the public and the Congress without the need for a Freedom of Information Act (FOIA) request. My staff has informed me that you are also prepared to have this inventory made publicly available when OMB's notice-of-availability is published in the *Federal Register*. OMB's Federal Register notice will indicate that this additional information will also be made available from the agency.

The inventories of inherently governmental and commercial activities will need to be available through your Washington, DC or national headquarters offices and ready for pick-up by the public, mailing, e-mailing or FAXing, and posted on your web site on the date of the *Federal Register* notice. Phone numbers of individuals who can answer questions regarding the

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inventories will also need to be provided to OMB for publication in the *Federal Register* notice. You must then transmit a copy of the commercial activities inventory to Congress. The date of publication of OMB's *Federal Register* notice marks the start of the statutory 30-day interested party challenge process permitted under the Act. Guidance on this aspect of the FAIR Act and additional agency responsibilities are specified in OMB Circular No. A-76, as revised on May 29, 2003. These documents are available on OMB's web site at: <http://www.whitehouse.gov/OMB/circulars/index-procure.html>.

cc: Robert Burton, Office of Federal Procurement Policy

**DEPARTMENT OF THE TREASURY
FY 2003 COMPETITIVE SOURCING ACTIVITIES**

COMPLETED COMPETITIONS

(For Costs use Dollars in Thousands)

Bureau	Competition Description					Incremental Costs of Conducting		Competition Start Date (MM/YYYY)	Competition End Date (MM/YYYY)	Savings and/or Performance Improvements				
	Activity Code/Brief Description	Type of Competition	Location (State)	# of FTEs Studied	Winning Bidder/Provider	FY 2003 Costs	Total Cost - All Years			Estimated Savings	Period of Est. Savings/Performance Period	Annualized Savings	Actual Savings in FY 2003 (if available)	Quantifiable Description of Improvements in Service or Performance (if appropriate)
FMS	D313 Fin Sys Support	Direct Conversion	Md	72	Out-Source		500	Oct-02	3-Sep	NA	various	NA		Improve IT Support
FMS	D700 Help Desk Support	Direct Conversion	Md	2	Out-Source		0	Aug-03	Oct-03	NA	6 mo	NA		Improve operations
FMS	W000 Platform Ops	Direct Conversion	Md	6	Out-Source		0	Aug-03	Oct-03	NA	1 Yr	NA		Improve Platform Suppt
BEP	E220 Safety Training	Direct Conversion	DC	6	Out-Source	27	33	Mar-02	Apr-03	\$383	53 months	\$87	\$96	
BEP	S724 Physical Security	Direct Conversion	DC	6	Out-Source		0	Jul-02	Dec-02	\$494	57 months	\$104	\$288	
BEP	S435 Pest Control	Direct Conversion	DC	1	Out-Source	4	4	Mar-02	Dec-02	\$23	9 months	\$31	\$13	
BEP	S733 Elevator Maint	Direct Conversion	DC	7	Out-Source	4	4	Mar-02	Mar-03		6 months	\$0	\$0	
BEP	S724 Badge Processing	Direct Conversion	Tx	3	Out-Source	6	12	Mar-02	Apr-03	\$4	53 months	\$1	\$1	
BEP	S716 Transport Serv	Direct Conversion	DC	5	Out-Source	4	16	Mar-02	Nov-02	\$153	34 months	\$54	\$102	
BEP	S712 Safety & Occup	Direct Conversion	TX	4	Out-Source			Mar-02	Nov-02	\$100	23 months	\$52	\$67	
BEP	S724 Security Admin	Direct Conversion	DC	12	Out-Source		0	Sep-02	Oct-02	\$165	24 months	\$83	\$137	
BEP	T807 Graphic Arts	Direct Conversion	DC	5	Out-Source		4	Mar-02	Oct-02	\$217	24 months	\$109	\$163	
BEP	Y501 Customer Serv	Direct Conversion	DC	2	Out-Source		0	Mar-02	Mar-03	\$88	31 months	\$34	\$29	
TIGTA	Budget & Acct	Direct Conversion		8	Out-Source		0		May-03	\$0		\$0		
TIGTA	Travel & Proc	Direct Conversion		6	Out-Source		0		May-03	\$209		\$209	\$209	
IRS	Mailrooms	Direct Conversion	Numerous	70	In-House		0	May-03	May-03	\$399	5 years	\$80		
IRS	Area Distribution Centers/Telephone	Direct Conversion		140	Out-Source		0					\$126		
CDFI	Acct Tech	Direct Conversions	DC	2	Out-source				Jul-02			NA		
Subtotal			18	357		45	573			2235		970	1105	
BEP	B000 Admin Supprt	Standard	DC/Tx	14	Out-Source	28	34	Feb-03	Jul-03	\$359	49 months	\$88		
Subtotal			1	14		28	34			359		88	0	
IRS	Arch & Engineering	Streamline	DC	10	In-House	30	30	Dec-02	May-03	\$0	3 years	\$0	\$0	
OCC	W829 Client Serv	Streamlined	DC	4	In-house		0	Feb-03	May-03	\$0		\$0	\$0	
OCC	W829 Client Serv	Streamlined	NY	5	In-house		0	Feb-03	May-03	\$0		\$0	\$0	
OCC	W829 Client Serv	Streamlined	GA	4	In-house		0	Feb-03	May-03	\$0		\$0	\$0	
OCC	W829 Client Serv	Streamlined	IL	5	In-house		0	Feb-03	May-03	\$0		\$0	\$0	
OCC	W829 Client Serv	Streamlined	MO	4	In-house		0	Feb-03	May-03	\$0		\$0	\$0	
OCC	W829 Client Serv	Streamlined	TX	4	In-house		0	Feb-03	May-03	\$0		\$0	\$0	
OCC	W829 Client Serv	Streamlined	CA	6	In-house		0	Feb-03	May-03	\$0		\$0	\$0	
BEP	C300 Accounting	Streamlined	DC	7	In-house	11	17	Feb-03	May-03	\$0	60 months	\$0	\$0	
TIGTA	GPRA	Streamlined		7	In-House	22	22		Apr-03	\$0		\$0	\$0	
OCC	W500 Data Production	Streamlined	Md	33	In-house		3	Feb-03	May-03	\$0		\$0	\$0	
DO	Accounting Tech	Streamlined Competitions	DC	37	In-house		0	Oct-02	Nov-02	\$0				
BPD	Security Activity	Streamlined Competitions	WV	6	In-house		0	May-03	May-03	\$0	3 yrs	\$0	\$0	
BPD	Warehouse Activity	Streamlined Competitions	WV	7	In-house		0	May-03	May-03	\$0	3 yrs	\$0	\$0	
BPD	Facilities Activity	Streamlined Competitions	WV	8	In-house		0	May-03	Sep-03	\$0	3 yrs	\$0	\$0	
BPD	Vault Activity	Streamlined Competitions	WV	3	In-house		0	May-03	Jul-03	\$0	3 Yrs	\$0	\$0	
Subtotal			16	150		63	72							

COMPLETED COMPETITIONS TOTALS

521

136

679

\$2,594

\$1,058

\$1,105

SUMMARY COMPLETED COMPETITIONS

Total Number Competitions	35
Total Number FTE Studied	521
Total 03 Cost to Conduct	\$0.14
Total Anticipated 03 Savings	\$2.60

**DEPARTMENT OF THE TREASURY
FY 2003 COMPETITIVE SOURCING ACTIVITIES**

ANNOUNCED COMPETITIONS
(For Costs use Dollars in Thousands)

Bureau	Competition Description					Incremental Costs of	Quantifiable Description of Anticipated Improvements in Service or Performance (if appropriate)
	Activity Code/Brief Description	Type of Competition	Location (State)	# of FTEs Studied	Date of Announcement (MM/YYYY)	Total Cost -- All Years	
BEP	X935 Ink Making	Standard (full) Competitions	DC	27	Sep-03	58	TBD
BEP	U600 Tour Ops	Standard (full) Competitions	TX	50	Jun-03	12	TBD
BEP	X944 Machined Parts	Standard (full) Competitions	DC	33	Mar-03	88	TBD
IRS	Area Distribution Centers/Forms	Standard (full) Competitions	Il, CA, Va	360	Apr-03	554	\$22M over 5 years
IRS	Campus Ops	Standard (full) Competitions	Il, CA, Va	350	Oct-03	238	\$12.7 M over five years

ANNOUNCED COMPETITIONS TOTALS

820

\$950

SUMMARY ANNOUNCED COMPETITIONS

Total Number Competitions	5
Total FTEs Studied	820
Total FY 2003 Costs to Conduct	\$0.95