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Washington, D.C. 20530

## MEMORANDUM FOR BUREAU PROCUREMENT CHIEFS

FROM: *Janis A. Spasato*  
Janis A. Spasato  
Procurement Executive

SUBJECT: Performance-Based Service Contracting Updates

The Associate Director for General Government and Finance, Office of Management and Budget (OMB), sent a letter to the Deputy Attorney General emphasizing the positive results of the pilot program on Performance-Based Service Contracting (PBSC). OMB is requesting the submission of quarterly progress reports on our implementation plan for PBSC. On March 29, 1996, the Assistant Attorney General for Administration, in a letter to the heads of components, required a quarterly progress report to be submitted to the Procurement Executive. A few quarterly reports were submitted by components but we are not receiving any quarterly reports at this time.

Our first quarterly report under this new request from OMB is to cover the 15 month period October 1, 1997 through December 31, 1998 and be broken down in 2 parts: (1) a tracking sheet for FY 1998 actions, and (2) a tracking sheet for the first quarter FY 1999 actions. So we will be separating the data from the attached form that was previously reported into 2 forms and making appropriate additions and deletions. Please report any progress or problems in a narrative form in your transmittal memorandum. From this point on, we should only have to report changes from quarter to quarter. Please provide your response to this request to the Procurement Policy and Review Group (PPRG) by January 26, 1999.

To assist you in reviewing your PBSC program, a copy of our last submission to OMB in August, 1998 and a copy of our memorandum of July 1, 1998 explaining how to use the OMB forms establishing your program, are attached. After this response is finished, we will need quarterly updates on the tracking form by the 15<sup>th</sup> of the month following the end of a quarter. We do not expect a significant amount of actions will be taken on a quarterly basis but we will have to respond to OMB. If you have nothing to update in a narrative form and no additions or deletions to your last tracking report, a negative report may be called in to PPRG.

Your cooperation in updating the PBSC data is appreciated. If you have any questions on this latest request for information or on the PBSC requirement, please call Larry Silvis on (202) 616-3754.

Attachments