

Defense Nuclear Facilities Safety Board (DNFSB) FY 2014 Service Contract Inventory Report

Background: DNFSB is a small, independent agency (operating at 107 Full-time Equivalents (FTEs) in FY 2014) with responsibility for the oversight of the Department of Energy (DOE)'s defense nuclear facilities located throughout the United States. DNFSB's mission as described by the Atomic Energy Act is to ensure that the public health and safety are adequately protected at the DOE defense nuclear facilities. Over 70% of DNFSB's employees are engineers or scientists directly supporting its mission. DNFSB has a small administrative support staff responsible for the full range of administrative support functions, of whom approximately 1.5 FTEs perform procurement (e.g., 1102) duties. DNFSB's total obligations for supplies and services in FY 2014 were less than \$4M.

Scope/Special Interest Functions Studied: DNFSB had limited obligations in special interest functions, only \$200,000 under Engineering and Technical Services (R425). That special interest function was studied.

Methodology Used to Support the Analysis: As the special interest function only consisted of one (1) contract, members of the acquisition workforce working on each contract were interviewed.

Agency Findings:

- 1) DNFSB has no personal services contract obligations.
- 2) A review of the special interest function contracts indicated none of the work performed under Engineering and Technical Services was closely associated with inherently governmental functions, and thus no special management attention was necessary for that contract.
- 3) A review of the special interest function contract indicated that DNFSB was not using contractor employees to perform inherently governmental functions.
- 4) DNFSB has specific safeguards in place to ensure that the work being performed by contractors under this special interest function has not changed or expanded during performance to become an inherently governmental function (e.g., the Contracting Officer reviews all deliverables).
- 5) A review of the special interest function contract indicated that DNFSB is not using contractor employees to perform critical functions in such a way that could affect the ability of the agency to maintain control of its mission and operations.
- 6) There are sufficient internal agency resources to manage and oversee contracts effectively.

Explanation of Action Taken or Planned to Resolve Identified Weaknesses: NA, no weaknesses identified.

Accountable Officials: The analysis was performed by DNFSB's senior Contracting Officer and has been concurred with by DNFSB's General Manager. He is the DNFSB official who is accountable for the development of agency policies, procedures, and training associated with OFPP Policy Letter 11-01 and for ensuring appropriate internal management attention is given to the development and analysis of service contract inventories.