



United States Department of the Interior

OFFICE OF THE ASSISTANT SECRETARY
POLICY, MANAGEMENT AND BUDGET
Washington, D.C. 20240

AUG 29 2003

Memorandum

To: Bureau Directors
Solicitor
Special Trustee
Inspector General
Heads of PMB Offices

From: P. Lynn Scarlett *PLS*

Subject: Competitive Sourcing Official Responsibility for Competitive Sourcing
Studies – Delegation

In accordance with the revised Office of Management and Budget Circular A-76 dated May 29, 2003, the agency Competitive Sourcing Official (CSO) has authority to delegate responsibilities of the CSO. Under paragraph 4.f of the Circular, the CSO may delegate in writing specific Circular implementation responsibilities to other senior-level officials in the agency or agency components. As CSO, I hereby delegate to you all responsibilities set forth in the attached list of Competitive Sourcing Official (CSO) Duties. If you wish to further delegate these responsibilities, I request you first confer on such a decision with Scott Cameron, my Deputy Assistant Secretary for Performance and Management. We wish to ensure consistency among the bureaus on any further delegation. As a result of responsibilities delegated to you by this memo, you will manage many matters relating to A-76 and FAIR Act implementation requirements. Any further delegation by you of any of your organization's designated responsible official duties must be in writing and a copy of the delegation provided to the Department's Center for Competitive Sourcing Excellence (PCS).

Under the Circular, I will retain responsibility for the following: (1) coordinating OMB approval for any deviation from the Circular; (2) canceling streamlined or standard competitions; (3) approving the use of tradeoff source selection process and notifying OMB of the decision to use tradeoff source selection process; (4) terminating service provider (public or private contractor) for reasons other than failure to perform; and (5) evaluating contracting officer documentation to either revise the solicitation or implement the agency tender when no satisfactory private sector or public reimbursable source is received; and (6) exempting a commercial activity performed by government personnel from performance by the private sector and using reason Code A to exempt commercial activities performed by government personnel from private sector performance. Any and

all requests for decisions involving (1) through (6) above must be submitted to PCS for review and approval prior to obtaining OMB approval.

If you or your staff has any questions regarding this delegation of authority, please contact me, or have your staff contact Helen Bradwell-Lynch at (202) 219-0727 or Jennings Wong at (202) 208-6704.