Department of Contracting and Procurement

FY 2004 Authority	FY 2004 - FY 2009 Authority	Number of Projects	Number of Sub-projects
$0	$0	0	0

The mission of the Office of Contracting and Procurement (OCP) is to provide contracting services to agencies for the delivery of quality goods and services to the residents of the District of Columbia in a timely and cost-effective manner.

FY 2004 New Project Summary

The agency is not requesting any new capital project in FY 2004, but has a capital program in FY 2003.

FY 2004 Planned Expenditures

Project Description

The sole FY 2003 capital program is the state-of-the-art E-Procurement System that will provide major benefits to the District. The system will centralize purchasing in the District, reduce procurement costs, provide improved reporting and tracking procedures, implement the District's purchasing business rules, leverage agency buying power through agency cooperative contracts, control the approval routing process, and improve the District agencies ability to find the lowest price and best value products.

Agency Summary

Agency Code: Agency Name:

PO0 Office of Contracting and Procurement

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	500	0	500	0	0	0	0	0	0	0	500
(03) Project Management	500	500	1,000	0	0	0	0	0	0	0	1,000
(05) Equipment	1,000	1,000	2,000	0	0	0	0	0	0	0	2,000
Total:	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500
Total:	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500

Agency Description:

Office of Contracting and Procurement (PO)

The Office of Contracting and Procurement (OCP) was created in accordance with Act 12-249, the Chief Procurement Officer Qualification Amendment Act of 1997. OCP is charged with centralizing all procurement functions under the Chief Procurement Officer. FY 1999 was the first year for the office's operations.

OCP achieves procurement reform through three customer-driven divisions; Health and Human Services, Public Safety and Education, and Public Management and Contract Operations. The divisions are supported by a pre-program management organization that helps execute procurement transactions. It also has milestone tracking processes. The contract cost/price analysis and legal and regulatory compliance programs eliminate the primary causes of flawed procurement transactions.

MAP

PO Agency Summary

Project Summary

Project Code:	Agency Code:	Implementing Agency Code:	Agency Name:
YA1	**PO0**	**PO0**	**Office of Contracting and Procurement**

Project Name:
E-Procurement

Implementing Agency Name:
Office of Contracting and Procurement

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	500	0	500	0	0	0	0	0	0	0	500
(03) Project Management	500	500	1,000	0	0	0	0	0	0	0	1,000
(05) Equipment	1,000	1,000	2,000	0	0	0	0	0	0	0	2,000
Total:	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500

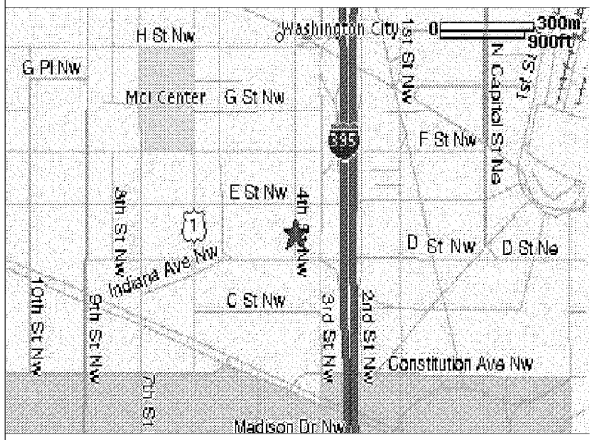
FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500
Total:	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500

Project Description:

The new state-of-the-art E-Procurement System will provide major benefits to the District. The system will centralize purchasing in the District, reduce procurement costs, provide improved reporting and tracking procedures, implement the districts purchasing business rules, leverage agency buying power through agency cooperative contracts, control the approval routing process, and improve District agency's ability to find the lowest price and best value products.

MAP



Project YA1 w/Subproject

Office of Contracting and Procurement

Project Code:	SubProject Code:	Agency Code:	Implementing Agency Code:	Fund:
YA1	**04**	**PO0**	**PO0**	**0300**

Project Name: **E-Procurement**

Sub Project Name: **IT Initiative**

Implementing Agency Name: **Office of Contracting and Procurement**

Subproject Location: **441 4th Street, NW**

ANNUAL OPERATING BUDGET IMPACT

FTE's:

Personnel Services:

Non Personnel Services:

Maintenance Costs:

EXPENDITURE SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
(01) Design	500	0	500	0	0	0	0	0	0	0	500
(03) Project Management	500	500	1,000	0	0	0	0	0	0	0	1,000
(05) Equipment	1,000	1,000	2,000	0	0	0	0	0	0	0	2,000
Total:	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500

FUNDING SCHEDULE

Cost Element Name:	(11) Through FY 2002:	(12) Budgetd FY 2003	(13) Total:	(14) Year 1 FY 2004:	(15) Year 2 FY 2005:	(16) Year 3 FY 2006:	(17) Year 4 FY 2007:	(18) Year 5 FY 2008:	(19) Year 6 FY 2009:	(20) 6 Years Budget:	(21) Total Budget:
Alternative Financing (0303)	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500
Total:	2,000	1,500	3,500	0	0	0	0	0	0	0	3,500

Milestone Data

Initial Authorization Date:	2002
Inital Cost:	3,500
Implementation Status:	New
UsefulLife:	15
Ward:	10
CIP Approval Criteria:	Health and Safety Issue
Functional Category:	Technology
Mayor's Policy Priority:	Making Government Work
Program Category:	Gov't Direction & Support

	Scheduled	Actual
Development of Scope:		
Approval of A/E:		
Notice to Proceed:		
Final design Complete:		
OBP Executes Condt Contract:		
NTP for Construction:		
Construction Complete:		
Project Closeout Date:		

Subproject Description:

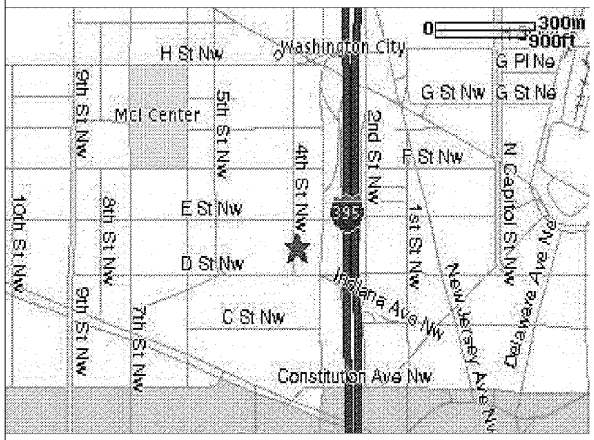
The new state-of-the-art E-Procurement System will provide major benefits to the District. The system will centralize purchasing in the District, reduce procurement costs, provide improved reporting and tracking procedures, implement the districts purchasing business rules, leverage agency buying power through agency cooperative contracts, control the approval routing process, and improve District agency's ability to find the lowest price and best value products.

Scope of Work

The scope of work will include, but not be limited to the following:

Determine the E-Procurement System requirements through market surveys;
Determine best practices;
Acquire and implement the E-Procurement software package; and
Train end users on the E-Procurement System.

MAP



441 4th Street, NW