

# (PO0) OFFICE OF CONTRACTING AND PROCUREMENT

## **MISSION**

The Office of Contracting and Procurement's (OCP) mission is to procure quality goods and services through a streamlined procurement process that is transparent and responsive to the needs of government agencies and the public, and ensures all purchases are conducted fairly and impartially.

## **SCOPE**

The Office of Contracting and Procurement (OCP) manages the purchase of \$5.2 billion in goods, services and construction annually, on behalf of over 77 District agencies. In its authority under the Procurement Practices Reform Act of 2010 (PPRA), OCP is responsible for both establishing procurement processing standards that conform to regulations, and monitoring the effectiveness of procurement service delivery. Procurement processing and management are executed by procurement professionals who are assigned to agency worksites to directly collaborate with program staff throughout the entire procurement process. OCP's core services include the DC Supply Schedule, Purchase card (P-Card) program, and the surplus property disposition and re-utilization program. OCP's learning and certification programs support ongoing development of staff proficiency and procurement service quality.

**Elements on this page of the Agency Summary include:**

- **Funding Tables:** Past budget allotments show the allotment balance, calculated as allotments received to date less all obligations (the sum of expenditures, encumbrances, intra-District advances and pre-encumbrances). Agencies are allowed to encumber and pre-encumber funds up to the limit of a capital project’s budget authority, which might be higher than allotments received to date. For this reason, a negative balance on a project sheet does not necessarily indicate overspending or an anti-deficiency violation. A negative balance is permitted in this calculation of remaining allotment authority.
- **Additional Appropriations Data (\$000):** Provides a summary of the budget authority over the life of the project. The table can be read as follows:
  - › **Original 6-Year Budget Authority:** Represents the authority from the fiscal year in which budget was first appropriated through the next 5 years.
  - › **Budget Authority Through FY 2027 :** Represents the lifetime budget authority, including the 6-year budget authority for FY 2022 through FY 2027.
  - › **FY 2022 Budget Authority Revisions:** Represents the changes to the budget authority as a result of reprogramming, redirections and rescissions (also reflected in Appendix F) for the current fiscal year.
  - › **6-Year Budget Authority Through FY 2027 :** This is the total 6-year authority for FY 2022 through FY 2027 including changes from the current fiscal year.
  - › **Budget Authority Request Through FY 2028 :** Represents the 6-year budget authority for FY 2023 through FY 2028.
  - › **Increase (Decrease) :** This is the change in 6-year budget requested for FY 2023 - FY 2028 (change in budget authority is shown in Appendix A).
- **Estimated Operating Impact:** If a project has operating impacts that the agency has quantified, the effects are summarized in the respective year of impact.
- **FTE Data (Total budget in FTE Table might differ from actual budget due to rounding):** Provides the number for Full-Time Equivalent (FTE) employees approved as eligible to be charged to capital projects by, or on behalf of, the agency. Additionally, it provides the total budget for these employees (Personal Services), the non personnel portion of the budget in the agency’s capital plan, and the percentage of the agency CIP budget from either expense category.
- **Facility Location Map:** For those agencies with facilities projects, a map reflecting projects and their geographic location within the District of Columbia.

(Dollars in Thousands)

Phase	Funding By Phase - Prior Funding					Approved Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	6 Yr Total
(01) Design	11,502	11,502	0	0	0	0	0	0	0	0	0	0
(03) Project Management	3,295	3,295	0	0	0	0	0	0	0	0	0	0
(05) Equipment	210	210	0	0	0	0	0	0	0	0	0	0
(06) IT Requirements Development/Systems Design	15,604	11,383	1,413	0	2,808	6,487	4,216	0	0	0	0	10,703
<b>TOTALS</b>	<b>30,611</b>	<b>26,390</b>	<b>1,413</b>	<b>0</b>	<b>2,808</b>	<b>6,487</b>	<b>4,216</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,703</b>

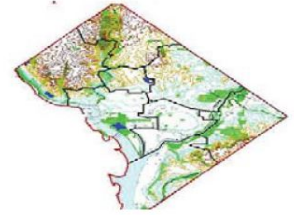
Source	Funding By Source - Prior Funding					Approved Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	6 Yr Total
GO Bonds - New (0300)	15,007	15,007	0	0	0	0	0	0	0	0	0	0
Short-Term Bonds – (0304)	15,604	11,383	1,413	0	2,808	6,487	4,216	0	0	0	0	10,703
<b>TOTALS</b>	<b>30,611</b>	<b>26,390</b>	<b>1,413</b>	<b>0</b>	<b>2,808</b>	<b>6,487</b>	<b>4,216</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,703</b>

Additional Appropriation Data			Estimated Operating Impact Summary							
			Expenditure (+) or Cost Reduction (-)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	6 Year Total
First Appropriation FY		1998								
Original 6-Year Budget Authority		19,168								
Budget Authority Through FY 2027		40,521								
FY 2022 Budget Authority Changes		0								
6-Year Budget Authority Through FY 2027		40,521								
Budget Authority Request Through FY 2028		41,314								
Increase (Decrease)		793								
<b>TOTAL</b>				<b>550</b>	<b>2,447</b>	<b>1,346</b>	<b>1,370</b>	<b>1,396</b>	<b>1,421</b>	<b>8,530</b>

Full Time Equivalent Data			
Object	FTE	FY 2023 Budget	% of Project
Personal Services	0.0	0	0.0
Non Personal Services	0.0	6,487	100.0

# PO0-1PO01-ARIBA REFRESH

**Agency:** OFFICE OF CONTRACTING AND PROCUREMENT (PO0)  
**Implementing Agency:** OFFICE OF CONTRACTING AND PROCUREMENT (PO0)  
**Project No:** 1PO01  
**Ward:**  
**Location:** DISTRICT-WIDE  
**Facility Name or Identifier:** INFORMATION TECHNOLOGY  
**Status:** In multiple phases  
**Useful Life of the Project:** 10  
**Estimated Full Funding Cost:** \$23,034,000



## Description:

The Office of Contracting and Procurement (OCP) manages the purchase of over \$7 billion in goods, services, and construction annually on behalf of more than 78 District government agencies. The SAP Ariba System, also known as the Procurement Automated Support System (PASS), is designed to support these purchases between more than 68,464 suppliers and 3,910 government users.

The SAP Ariba system has been utilized by the District for 18 years and is in need of a refresh. SAP Ariba announced that the current on-premise versions of the system will no longer be supported, beginning in 2020. Since SAP Ariba will no longer provide security for the system, or additional patches to ensure the system is compatible with modern day data center operations, the benefits of an on-premises system are overshadowed by the need to rapidly move to the cloud, which is the only long-term solution provided by SAP Ariba. It is imperative that the District secure the government's procurement data given the advanced art of modern-day cyber terrorists.

This project will replace the on-premise SAP Ariba system with a new state-of-the-art cloud solution. The cloud solution will have several benefits, including but not limited to: required security and technical support; shifting maintenance to SAP Ariba; aligning processes and procedures across stakeholders, integrating PASS across the District, improving system integrations with other agency platforms, and providing new management tools and reporting functionality.

## Justification:

The Ariba system has been utilized by the district for 18 years and needs a refresh to position it for the next 18 years. The supplier (SAP Ariba) has announced that the current on-premise versions will all be de-supported in 2020. The benefits of an on premises update will be overshadowed by the need to rapidly move to the cloud, which is our only long term supported version from this software developer. The District also has 68,464 suppliers many of which are CBE's and SBE's utilizing the Ariba Supplier Network. The relationships established with these vendors can be best leveraged by continuing the use of the Ariba product. By transitioning to the Ariba Cloud all District CBE's and SBE's will be transitioned over or introduced with enterprise Ariba Network accounts. These accounts will allow the DC Supply Schedule contracts to be created as catalogues and punch-outs. This enhancement will support the mayor's initiative to drive more District contract spending to small businesses, by making the process more efficient and incorporating it into the procurement system.

## Progress Assessment:

This project was put on hold in FY 2020 due to the elimination of project funding. OCP is prepared to immediately restart the project once funding is restored.

## Related Projects:

The new District Integrated Financial System (DIFS) will provide Oracle cloud-based systems for Financial Management (replacing the current SOAR financial system), Planning and Budgeting (replacing the current BFA GRAMS, and PROMS), and for a new Treasury Management System to improve functions in the Office of Finance and Treasury. DIFS includes all necessary integrations to other District systems which must link to the financial system, including PeopleSoft and PASS, thus ensuring better transparency for users across the District.

(Dollars in Thousands)

Phase	Funding By Phase - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	6 Yr Total
(06) IT Requirements Development/Systems Design	13,124	9,412	1,364	0	2,347	5,694	4,216	0	0	0	0	9,910
<b>TOTALS</b>	<b>13,124</b>	<b>9,412</b>	<b>1,364</b>	<b>0</b>	<b>2,347</b>	<b>5,694</b>	<b>4,216</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,910</b>

Source	Funding By Source - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	6 Yr Total
Short-Term Bonds - (0304)	13,124	9,412	1,364	0	2,347	5,694	4,216	0	0	0	0	9,910
<b>TOTALS</b>	<b>13,124</b>	<b>9,412</b>	<b>1,364</b>	<b>0</b>	<b>2,347</b>	<b>5,694</b>	<b>4,216</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,910</b>

Additional Appropriation Data	
First Appropriation FY	2019
Original 6-Year Budget Authority	3,881
Budget Authority Through FY 2027	23,034
FY 2022 Budget Authority Changes	0
6-Year Budget Authority Through FY 2027	23,034
Budget Authority Request Through FY 2028	23,034
Increase (Decrease)	0

Estimated Operating Impact Summary								
Expenditure (+) or Cost Reduction (-)	FY							6 Year Total
	2023	2024	2025	2026	2027	2028		
IT	550	395	395	395	395	395	2,523	
<b>TOTAL</b>	<b>550</b>	<b>395</b>	<b>395</b>	<b>395</b>	<b>395</b>	<b>395</b>	<b>2,523</b>	

Milestone Data	Projected	Actual
Environmental Approvals		
Design Start (FY)	10/1/2021	
Design Complete (FY)	09/30/2022	
Construction Start (FY)	10/1/2022	
Construction Complete (FY)	09/30/2021	
Closeout (FY)	09/30/2024	

Full Time Equivalent Data			
Object	FTE	FY 2023 Budget	% of Project
Personal Services	0.0	0	0.0
Non Personal Services	0.0	5,694	100.0

# PO0-1PODI-DATA INFRASTRUCTURE

**Agency:** OFFICE OF CONTRACTING AND PROCUREMENT (PO0)  
**Implementing Agency:** OFFICE OF CONTRACTING AND PROCUREMENT (PO0)  
**Project No:** IPODI  
**Ward:**  
**Location:** 441 4TH STREET  
**Facility Name or Identifier:** INFORMATION TECHNOLOGY  
**Status:** New  
**Useful Life of the Project:** 3  
**Estimated Full Funding Cost:** \$793,000



## Description:

To better enable client agencies to meet their agency objectives, the Office of Contracting and Procurement (OCP) needs to modernize its data operations. This includes improving business processes (such as the procurement administrative lead time [PALT]), enhancing its data reporting and analytics by refreshing its data infrastructure (databases, data warehouse, dashboards, etc.), and establishing digital archiving to better support client agencies, industry partners, and District procurement personnel. Justification:

This project promotes efficiency for OCP and the District government. With improved business processes, OCP will be consistent with best practices in the procurement industry. Additionally, there will be improved quality with better data reports and analysis for leaders across the District to make data-informed decisions and increased accessibility with new reports and dashboards. With a digital archiving system, OCP will be promoting green administrative processes by eliminating and digitizing paper records.

Further, as the District progresses forward with the District Integrated Financial System (DIFS) and ARIBA Refresh projects with expected changes to datasets, OCP will need to update its data infrastructure to match with these two systems so there is no interruption in data reporting.

## Justification:

This project promotes efficiency for OCP and the District government. With improved business processes, OCP will be consistent with best practices in the procurement industry. Additionally, there will be improved quality with better data reports and analysis for leaders across the District to make data-informed decisions and increased accessibility with new reports and dashboards. With a digital archiving system, OCP will be promoting green administrative processes by eliminating and digitizing paper records

## Progress Assessment:

This is new project

## Related Projects:

With the District Integrated Financial System (DIFS) and ARIBA Refresh projects progressing forward over the next couple of years, OCP needs to update its data infrastructure to match the new requirements of both systems.

(Dollars in Thousands)

Phase	Funding By Phase - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	6 Yr Total
(06) IT Requirements Development/Systems Design	0	0	0	0	0	793	0	0	0	0	0	793
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>793</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>793</b>

Source	Funding By Source - Prior Funding					Proposed Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	6 Yr Total
Short-Term Bonds - (0304)	0	0	0	0	0	793	0	0	0	0	0	793
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>793</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>793</b>

## Additional Appropriation Data

First Appropriation FY	
Original 6-Year Budget Authority	0
Budget Authority Through FY 2027	0
FY 2022 Budget Authority Changes	0
6-Year Budget Authority Through FY 2027	0
Budget Authority Request Through FY 2028	793
Increase (Decrease)	793

## Estimated Operating Impact Summary

Expenditure (+) or Cost Reduction (-)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	6 Yr Total
No estimated operating impact							

## Milestone Data

	Projected	Actual
Environmental Approvals		
Design Start (FY)	10/1/2020	
Design Complete (FY)	09/30/2020	
Construction Start (FY)	07/1/2020	
Construction Complete (FY)	09/30/2023	
Closeout (FY)		

## Full Time Equivalent Data

Object	FTE	FY 2023 Budget	% of Project
Personal Services	0.0	0	0.0
Non Personal Services	0.0	793	100.0