



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OFFICE OF
INSPECTOR GENERAL

July 17, 2012

MEMORANDUM

SUBJECT: Audit of EPA's Pre-Award Activities for Multiple Awards Contracts at the National Computer Center (*Corrected*)
Project No. OMS-FY12-0012

FROM: Rudolph M. Brevard *Rudolph M. Brevard*
Director, Information Resources Management Assessments

TO: Craig E. Hooks
Assistant Administrator
Office of Administration and Resources Management

Malcolm Jackson
Assistant Administrator and Chief Information Officer
Office of Environmental Information

The U.S. Environmental Protection Agency (EPA), Office of Inspector General (OIG), is conducting the subject audit. This project has been added to our annual plan. The general project objective is to determine whether EPA has followed Agency policies and procedures related to pre-award activities for multiple award contracts at the National Computer Center.

We will contact you to arrange a mutually agreeable time to discuss our objective and the project's scope and methodology. We will also be interested in any areas of concern that you may have. We will answer any questions you may have about the project process, reporting procedures, methods used to gather and analyze data, and mutual expectations during the course of the project.

If you or your staff have any questions, please do not hesitate to contact me at (202) 566-0893 or brevard.rudy@epa.gov; or Warren Brooks, Project Manager, at (202) 566-2467 or brooks.warren@epa.gov.

cc: John Bashista, Director, Office of Acquisition Management
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