

File Code : 1300

Date: July 8, 2003

Route To:

Subject: Data Call for Maintenance and RFD Incurred IT Infrastructure Competitive Sourcing Cost Information

To: Regional Foresters, Station Directors, Area Directors, IITF Director

REPLY DUE JULY 23, 2003

Our current estimate of the cost of our competitive sourcing studies is \$10 million. Because recent information leads us to think it might be higher, because of increased Congressional interest in our costs, and in order to improve the cost effectiveness of our competitive sourcing efforts in fiscal year (FY) 2004, we need to develop a more refined estimate of our FY 2003 competitive sourcing efforts. Accordingly, by this letter we are requesting you to submit estimates of costs you have incurred to date, and plan to incur during the rest of FY 2003, for specific components of the competitive sourcing effort.

In particular, please provide three categories of costs: (1) your direct costs of preparing to conduct competitive sourcing studies, (2) the costs of your maintenance studies, and (3) the cost of your responses to data calls for the IT Infrastructure study. Other competitive sourcing costs, such as the cost of other studies and the costs of the Competitive Sourcing Program Office, will be compiled from other sources.

Use the spreadsheet in Enclosure A to report your competitive sourcing costs for FY 2003. Enclosure B provides definitions for the terms and categories used in Enclosure A.

All responses are to be sent by email to Tom Jirgensohn in the Forest Service's Competitive Sourcing Program Office. Tom can be reached at (703) 605-4204 or tjirgensohn@fs.fed.us. Also refer any questions about this request to Tom Jirgensohn. Responses are due by COB Wednesday, July 23, 2003.

In order to ensure consistency in our cost estimates and to avoid unnecessary impacts on personnel and programs of multiple cost data requests, only respond to competitive sourcing cost data requests from my office or the Competitive Sourcing Program Office. Any other data requests you receive for cost data should be referred to Tom Fitzpatrick, the Forest Service's Competitive Sourcing Program Manager. Tom can be

reached at (703) 605-5312 or ThomasFitzpatrick@fs.fed.us. Individual Forest Service organizations should not respond to other data calls or inquiries not originating from these offices, including the most recent competitive sourcing cost inquiry made by the National Federation of Federal Employees.

I appreciate your cooperation as we continue to implement the Competitive Sourcing program. Our competitive sourcing objectives continue to be to use competitive sourcing as tool to improve the cost effectiveness of Forest Service programs and to position the agency to effectively compete for the work activities under study.

/s/ Thomas J. Mills
THOMAS J. MILLS
Deputy Chief for Business OperationsEnclosures

cc: Wilson Fisher, Hank Kashdan, Competitive Sourcing Leads,
Administrative Management Council, Executive Leadership Team