

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
ADMINISTRATION, OPERATIONS AND MANAGEMENT
OFFICE OF THE CHIEF PROCUREMENT OFFICER

The Chief Procurement Officer (CPO) serves as the HUD senior procurement executive and is responsible for all matters related to the Department's acquisition needs and activities. The CPO delegates procurement authority to HUD personnel who meet Federal statutory qualification standards. The Deputy Chief Procurement Officer oversees and directs all operational procurement activity in OCPO. Procurement actions are awarded and managed by Assistant Chief Procurement Officers (ACPO): two ACPOs are located in HUD Headquarters in Washington, DC with several Operations Divisions, and one ACPO for Field Contracting Operations (FCO) has Divisions and staff located in Philadelphia, PA; Atlanta, GA; Denver, CO, Chicago, IL; Minneapolis, MN, Fort Worth, TX and New York, NY. The procurement staff must possess specialized academic backgrounds and are given formal training as required and specified by the Clinger-Cohen Act. The tasks of the procurement staff include providing the necessary procurement support to achieve the Department's goals through the award and administration of contracts, purchase orders, and interagency agreements; implementing Departmental policies, standards, and procedures for an effective contracting program; and ensuring that HUD receives the best value for the funds expended.

OCPO's objective is to transform the business of providing acquisition support to the Agency's programs and, through its management plan, is implementing substantial changes to improve opportunities to meet and exceed small business goals, target acquisition workforce training as a high priority, and reduce contract actions that are considered to be risky in favor of more fixed price and performance based contracting. The plans reflect rationales for accomplishing particular goals and objectives in ways that are responsive to program requirements, while still maintaining a high level of customer service and instilling an attitude of integrity in the acquisition process among our clients and the general public.

Administration, Operations and Management-Office of the Chief Procurement Officer

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	FY 2010 Actual	FY 2011 Actual	FY 2012 Enacted	FY 2013 Request	Increase/Decrease compared to FY 2012
Personal Services	\$14,649,000	\$13,512,970	\$13,931,000	\$15,563,000	\$1,632,000
Non-Personal Services:					
Travel	193,000	200,000	278,000	236,000	(42,000)
Transp. Of Things	16,820	11,500	-	-	-
Printing	15,000	11,219	10,000	10,000	---
Other Services	1,112,833	864,000	414,000	699,000	285,000
Supplies	87,340	67,000	67,000	55,000	(12,000)
Subtotal Non-Personal Services	\$1,424,993	\$1,153,719	\$769,000	\$1,000,000	\$231,000
Total	\$16,073,993	\$14,666,689	\$14,700,000	\$16,563,000	\$1,863,000
FTE	117.90	101.9	109.4	120.6	11.2

OCPO is requesting 120.6 FTE's for fiscal year 2013 and \$16.5 million. The fiscal year 2013 request will accommodate the transfer of 18 FTE (contracting officers) previously assigned to the Office of the Chief Information Officer to process contracts for the Working Capital Fund. These employees are now assigned as part of the Officer of the Chief Procurement Officer. In 2013, HUD will be continuing a focus on strengthening the acquisition workforce through training and development initiatives and acquisition management improvements consistent with the agency acquisition human capital plan.

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TRAVEL

OCPO request of \$236,000 will address agencywide travel for continued implementation of HIAMS, specifically to facilitate training. The funds continue to support the travel costs for both OCPO and Program office personnel (e.g. PIH, Housing and OCHCO).

OTHER SERVICES

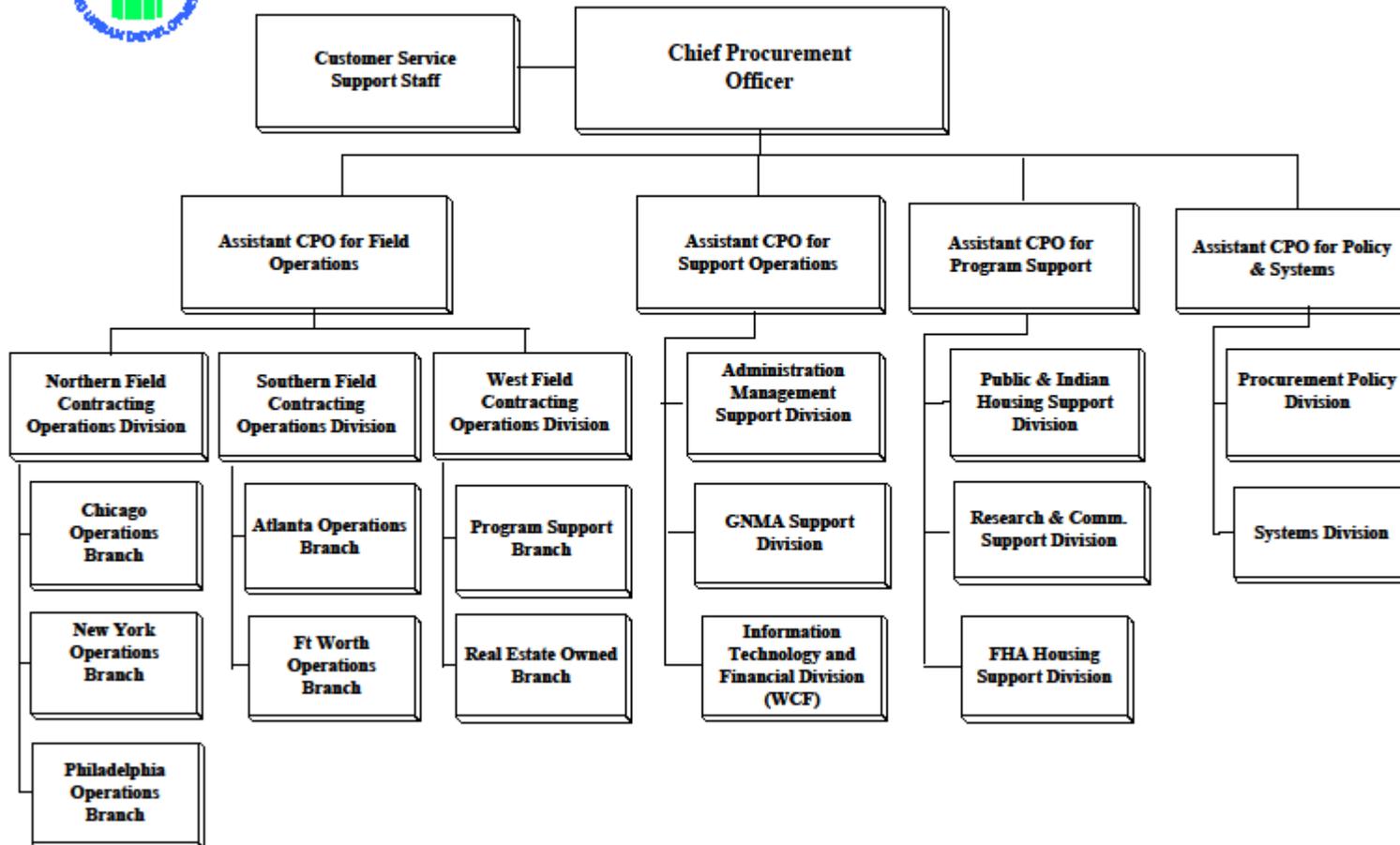
Mandatory Acquisition Training. OCPO is requesting an additional \$285,000 to fund the Acquisition Workforce Training Initiative. The Acquisition Workforce Training Initiative is a Department-wide training initiative that provides training to all Acquisition professionals within the Department. Funds need to be included in the base level funding for this effort.

In accordance with OFPP Policy Letter 05-01 dated April 15, 2005, "Developing and Managing the Acquisition Workforce," the Chief Acquisition Officer (CAO) is responsible for implementing a budget strategy specifically for the education and training of the acquisition workforce. The CAO at HUD is the Deputy Secretary, who has delegated the responsibility for fulfilling the training requirement to the CPO. OCPO has developed acquisition workforce training plans; including surveying the customers to get input from them as to what areas they believe training needs to be focused on. OCPO then obtains commercially available training in those primary areas to ensure training is on target and on time. Failure to provide sufficient funding to adequately train the entire acquisition workforce significantly compromises the ability to solicit, award, and monitor contract actions with a high degree of competency and reliability, thereby opening the agency up to increased costs as well as claims and disputes.

OCPO serves every HUD program area (e.g., Housing/FHA; Community Planning and Development; Public and Indian Housing; Office of the Secretary; Policy Development & Research; Public Affairs; GNMA; Fair Housing and Equal Opportunity; etc) and builds strong teaming relationships with its customers when procuring services in support of HUD's mission, goals and objectives. However, HUD's contracting workload is directly related to the economic state of the U.S. housing market as well as various government-wide and HUD-specific procurement initiatives that will have the effect of directly increasing the volume of contracting activities performed. These combined activities result in more effort put forth to provide a high quality of acquisition support and higher volume of contract actions required at the same time that staffing continues to decline.



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