

**National Science Foundation FY 2021
Service Contract Inventory Analysis Report**

National Science Foundation

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Executive Summary

This National Science Foundation (NSF) report responds to the request by the Office of Management and Budget's (OMB) Office of Federal Procurement Policy (OFPP) to analyze NSF's FY 2021 inventory of service contracts to determine if the mix of Federal employees and contractors is effective or if rebalancing may be required. It includes the following information:

- a) The special interest functions studied by the NSF, the dollars obligated to those specific product and service codes (PSCs) in FY 2021, and the rationale for focusing on the identified functions;
- b) The methodology used by NSF to support its analysis;
- c) NSF findings, including a brief discussion of the extent to which the desired outcomes described in Section 743(e)(2) are being met. Where workforce issues are identified, the estimated number of contractor personnel and/or labor resources involved;
- d) Actions taken or planned by NSF to address any identified weaknesses or challenges. In addition, description of follow up steps on actions in previous inventories that were identified as pending or planned;
- e) The analysis planned for FY 2022.

Scope

In accordance with NSF's Service Contract Inventory (SCI) Analysis Report dated November 30, 2021, which included NSF's Planned FY 2021 Analysis, NSF analyzed the functions under PSC R431 (Support – Professional: Human Resources) and R710 (Support – Management: Financial). NSF Obligations in FY 2021 under PSC R431 totaled \$12,187,348.37. NSF Obligations in FY 2021 under PSC R710 totaled \$24,387,905.36. NSF chose PSC R699 and R426 because each were listed in the 2021 report for PSC codes that will be analyzed in FY2022.

In NSF's FY 2021 analysis, three (3) of 19 contracts totaling \$7,289,684.63 were reviewed covering ~60% of the total obligations under PSC R431 in FY 2021. Also, two (2) of four (4) contracts totaling \$ \$24,099,389.61 were reviewed covering 99% of the total obligations under PSC R710 in FY 2021. These contracts were chosen for review based on (1) their dollar value and (2) the fact they involved ongoing support as opposed to a one-time service need.

Methodology

The primary methodologies used to support the analysis of the chosen contracts studied consisted of interviews with the Contracting Officer Representatives (COR) and Contracting Officers (COs) of the contracts chosen and a review of the contracts.

Findings

1. NSF has no personal services contract obligations.
2. A review of the selected contracts under PSC R431 and PSC R710 indicated that they:
 - (a) were not contracts that were closely associated with inherently governmental functions;
 - (b) were not using contractor employees to perform inherently governmental functions;
 - (c) have specific safeguards and monitoring systems in place to ensure that work being performed by contractors has not changed or expanded during performance to become an inherently governmental function;
 - (d) are not using contractor employees to perform critical functions in such a way that could affect the ability of the agency to maintain control of its mission and operation; and

- (e) have sufficient agency resources to manage and oversee contracts effectively.

3. No workforce issues were identified as a result of this review.

Actions Taken or Planned

Based on the preceding analysis, there are no actions taken or planned concerning the contracts under PSC R431 and PSC R710. None of the contracts reviewed are for personal services and none were found to be inherently governmental in nature. The mix of federal employees and contractors were effectively balanced for the contracts reviewed.

There are no remaining follow-up steps on actions from previous inventory analyses that were identified as pending or planned as all issues have been resolved and explained in previous inventory reports.

Accountable Officials

The senior agency official (SA) who is (1) accountable for the development of agency policies, procedures, and training associated with OFPP Policy Letter 11-01, and (2) responsible for ensuring appropriate internal management attention is given to the development and Analysis of service contract inventories is Mr. Patrick K. Breen, NSF's Senior Procurement Executive.

Planned FY 2022 Analysis

This portion of the report responds to the Office of Management and Budget's Office of Federal Procurement Policy (OFPP) request to submit to OFPP a planned analysis identifying which special interest functions in its FY 2022 service contract inventory will be evaluated for analysis. This submission provides the list of PSCs, dollars obligated for those PSCs in FY 2021, and a brief description of the rationale for selection.

NSF plans to analyze the functions under PSC R699 (Support—Administrative: Other. Services) and R426 Support- Professional: Communications. NSF Obligations in FY 2021 under PSC R431 (Support – Professional: Human Resources) totaled \$12,187,348.37. NSF Obligations in FY 2021 under R710 (Support – Management: Financial) totaled \$24,387,905.36. NSF has chosen PSC codes R699 and R426 because they are one of the largest PSCs in terms of percentage of obligations in FY 2022 that (1) are not under a special interest function at NSF, (2) have contracts being performed, and (3) have not been previously the subject of a focused review by NSF.