

OneSC Project
Office of Science Restructuring Project
Monthly Report
September 2002

1. Project Manager's Assessment

Based on the project Master Schedule, which is now included in the Project Plan, (see Revision 1 to Project Plan) the project remains on schedule for its major deliverables. There is concern that limited time will be available to share information within the SC organization and that is being examined. There is also some concern about approvals from outside the Office of Science that may be needed to implement the restructuring. An assessment of this concern will be made as the specific approvals are fully understood.

2. Project Level Accomplishments

a. Lehman-Gunn Review Chartered

1. On September 24, 2002, Dr. Raymond Orbach, Director of Science, formally chartered a committee co-chaired by Dan Lehman, SC-81 and Marvin Gunn, Manager of the Chicago Operations Office conduct the first formal review of the project. The review is scheduled for October 30 – November 1 at Fermilab. The charge letter is on the **OneSC** web site.

b. Revision 1 to the Project Plan

1. On September 30, 2002, the Project Manager approved Revision 1 to the Project Plan. No changes in the baseline or the overall direction or approach were involved but the change does reflect more detailed planning on the part of the Project Team. For the most part the changes were in the Work Breakdown Structure for the project (Appendix C to the Plan) and related text changes in the Plan. One unrelated text change was made to Section 2.1 Description of Desired End State to clarify the guidance provided by the Director of Science that he wanted “. . . a well managed, diverse, responsive and accountable federal organization . . .” as the end state for the project. The revision also includes a master Project Schedule. The revised plan and a summary of the changes was posted to the **OneSC** web site.

3. Summary Accomplishments by WBS Element

a. WBS 1.1 Planning and Integration

1. A OneSC Project Master Schedule was completed and inserted into the Project Plan. A draft outline of the final report for Phase 1 was prepared.
2. Under WBS 1.1.3 Issues Management, a report was filed on the placement of Head of Contracting Activity (HCA) in the SC Headquarters organization. The report concluded that although there were challenges to successfully performing the HCA function at HQ, all but two were within the control of SC. The two outside SC control were: i. the willingness of the Procurement Executive (Richard Hopf) to delegate the authority to a SC HQ person and ii. potential concerns from other programs about an SC person making HCA decisions for contracts supporting their program. Ed Cumesty discussed this issue with Richard Hopf and Mr. Hopf advised that he has no fundamental objection to reassignment of this authority. With regard to other program concerns, this will be discussed as a part of Interface Agreement discussions. No serious objection is envisioned.

b. WBS 1.2 Communications

1. The Communications Sub-team was formed to develop the Communications Plan called for in the Project Plan and the Plan is in draft under internal review.
2. Web usage in September increased following the posting of new questions and answers. Messages sent to SC employees by the Director at Headquarters and managers at their sites highlighting new material on the web were effective in modestly boosting Site usage. The Project Plan remains the most frequently visited feature on the Site with 66 percent of the hits.

c. WBS 1.3 Organization

1. The Enterprise Support Center sub-team completed its draft As-Is Condition Report on September 23 for CH and OR. The Germantown R2A2 Mapping Team, which was formed two later was expected to complete their work by September 30 but did not complete by month's end but the information will be available for discussion at the October 16-17 Team Meeting. The HQ and Site Office sub-teams were essentially complete by month's end.

2. A team was formed to conduct an analysis of SC services presently provided to other DOE programs and project the continuing need for such services over the next 3-5 years. The work will be done under the Enterprise Support Center WBS element with assistance from WBS 1.5 Interface Agreements.
3. The Site Office (WBS 1.3.2) and Support Center (1.3.3) teams have identified an initial list of required agreements for Phase 1. Copies of existing agreements were provided to the Interface Agreements team.
4. The HQ (WBS 1.3.1) team completed 26 interviews of SC managers and staff to obtain background information for the As-Is condition report. In addition an interview protocol was distributed to all HQ employees to supplement the interview process.
5. The HQ team completed several chapters of their report covering the legislative authorities for the Office of Science programs, how SC carries out its legislated responsibilities and the formal and informal HQ-Field relationships that make SC work.

d. WBS 1.4 Systems and Processes

1. The Business Systems Team provided specific direction and a template for collecting business systems data from the HQ, Site Office and Support Center Teams.
2. The M&O Contract element (WBS 1.4.1) continued work on the PNNL and LBNL contract actions. The majority of effort was spent on the PNNL case. Four issues were presented to Under Secretary Card on September 13: 1) Award term; 2) Tailoring; 3) No Unilateral Rights, including Compelling Reason; and 4) Human Resources. US Card called for a decision meeting for these issues and any other significant issues arising from the PNNL pre negotiation plan on October 4, 2002. SC-1 issued an invitation to stakeholders on September 25 to attend the October 4 meeting. GC questioned the appropriateness of incorporating the "Card Principles" into proposed contract language as a fifth issue. Extensions of 90 and 120 days were authorized for the PNNL and LBNL contracts, respectively, and Public Law 85-804 indemnity was authorized while Congress considers the reauthorization of Price-Anderson. The LBNL pre-negotiation plan was submitted the week of September 30.

e. WBS 1.5 Interface Agreements

1. Initial discussions were held with Fossil Energy, Energy Efficiency, Civilian Radioactive Waste Management, Environmental Management and Nuclear Energy. The project

was presented and areas of current interaction were reviewed. A point of contact was established for follow on actions.

f. WBS 1.6 Project Control and Reporting

1. Revision 1 to the Project Plan was approved by the Project Manager and included on the *OneSC* web site.