



Office of Inspector General
Pension Benefit Guaranty Corporation

September 25, 2018

TO: Alice Maroni
Chief Management Officer

FROM: Brooke Holmes *Brooke Holmes*
Assistant Inspector General for Audits

SUBJECT: PBGC's Use of the Women-Owned Small Business Federal Contract Set-Aside Program (Project No. PA-18-130)

The Office of the Inspector General is initiating an engagement on PBGC's use of the Women-Owned Small Business (WOSB) Federal Contract Set-Aside Program. The enclosure provides details and highlights some information we will be requesting.

We would appreciate your notifying the appropriate staff of this work. The next step will be to set up an entrance conference, which we will coordinate with the Corporate Controls and Review Department. At that meeting, we will request a point of contact for the review. Thank you in advance for your time and consideration.

cc: Judith Starr, General Counsel
Marty Boehm, Director CCRD
Nicole Puri, Risk Management Officer
Debra Trott, Director Small and Disadvantaged Business Utilization

Enclosure

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Information on Engagement

Subject: PBGC's Use of the Women-Owned Small Business Federal Contract Set-Aside Program

Project Code: PA-18-130

Source for the Work: Self-Initiated

Issue(s) under review/Objective(s)/Key question(s):

1. What was the quantity and dollar value of WOSB and economically disadvantaged women-owned small business (EDWOSB) set-aside contracts awarded during FY 2018?
2. What criteria was used to award WOSB and EDWOSB set-aside contracts?
3. How many FY 2018 WOSB and EDWOSB set-aside contracts were awarded on a sole-source basis?
4. How were the WOSB and EDWOSB set-aside firms certified? Who performed/verified the certification process?
5. Did PBGC meet the 5% WOSB goal for FY 2018?
6. Has PBGC provided training to procuring contracting officers related to the WOSB?

Documentation requested to be provided at the entrance conference

1. A report or spreadsheet that shows individual contract awards, with the following fields: Date of award, amount of award, contractor, extent competed, NAICs Code, and whether the award was a WOSB or EDWOSB set-aside

System Access Request:

1. Access to Comprizon for John Seger, Leslie Kobus, and Tiara Grotte.

Estimated start date for work: Immediately

Time frame for holding the entrance conference: September 2018

OIG Contacts:

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John Seger, Audit Manager, ext. 3315 or seger.john@pbgc.gov