

**ANNUAL REPORT  
FISCAL YEAR 2002  
OFFICE OF ACQUISITION MANAGEMENT  
HARPERS FERRY CENTER**

During Fiscal Year 2002, the Office of Acquisition Management, Harpers Ferry Center, obligated and/or received approximately \$25,453,797 million dollars in support of the interpretive media departments at the Harpers Ferry Center, the Historic Preservation Training Center, and the Appalachian Trail Project Office. The Servicewide Uniform Program is also part of this total. This resulted in over 2,200 contract actions in Fiscal Year 2002. This figure also includes the Harpers Ferry Center Task Order Assistance Program. This program assisted 26 parks in the obligation of \$2,070,209.

Major contracts completed or in progress in Fiscal Year 2002 include the Multiagency Uniform Program, an ongoing contract for preliminary schematic design and the subsequent development, production and installation of interpretive media for the Monroe School at the Brown v. Board of Education National Historic Site and three separate contract awards for the Lewis and Clark Mobile Tent Exhibit which included planning and design, fabrication, and an audio tour.

Other large negotiated contracts include:

**Identity Program**

- Refinement of Sign System Design

**Planning and Design**

- Dayton Aviation Heritage National Historical Park for the West Interpretive Center and East Interpretive Center
- Selma to Montgomery National Historic Trail
- Timucuan Ecological Park
- Gateway National Park, Sandy Hook
- Badlands National Park
- Shenandoah National Park

**Exhibit Fabrication**

- Acadia National Park
- Manzanar National Historic Site
- New River Gorge National River
- Pipe Spring National Monument

**IDIQ Contracts**

- One 3D Mapping Contract
- Three Audiovisual Equipment Contracts

Other

- Mailroom and Receptionist Services with Hagerstown Goodwill Industries (JWOD Contract)
- A Design/Build contract for HVAC renovations at Harpers Ferry Center with Southeastern Construction (8a contract)
- Lighthouse Renovation at Point Lookout, Maryland for HPTC with All Points Logistics(8a contract)

The credit card program continues to be a success. Obligations by credit card in the acquisition management office equaled \$857,500. This does not include the Harpers Ferry Center and Historic Preservation Training Center 157 cardholders purchases which totaled approximately \$1,857,253. In addition, payments under the Multiagency Uniform Contract were paid by credit card in the amount of \$7,469,235.

Acquisition management staff lead and participated in a Servicewide workgroup for the revision of the National Park Service Agreements Handbook. This Handbook contains Servicewide guidance on interagency, cooperative, and other types of agreements. The final draft was completed on September 30, 2002, and is currently being used Servicewide.

The Servicewide IDIQ database continues to be administered by this office. Plans for expansion to include a Servicewide Agreements database are underway.

Special emphasis goals for Minority Business Programs were over 100% met. Our Women-Owned Business Program goal was also over 100% met. See Page 4.

**Fiscal Year 2002 Program**

**Procurement**

	<b><u>Dollars</u></b>	<b><u>Actions</u></b>
Contracts	\$11,632,294	502
▪ Payments Made by Purchase Card	7,469,235	68
Small Purchases	1,513,041	277
Third Party Draft And Imprest Fund	229,071	559
Purchase Cards	857,500	586
Federal Express BPA	106,332	218
<b>TOTAL</b>	<b>\$21,807,473</b>	<b>2210</b>

**Task Order Assistance**

Task Order Assistance Program	\$2,190,209	27
<b>TOTAL</b>	<b>\$2,190,209</b>	<b>27</b>

**Assistance**

Interagency Agreements	\$ 369,468	7
Cooperative Agreements	53,450	8
General Agreements	-0-	0
<b>TOTAL</b>	<b>\$ 422,918</b>	<b>15</b>

**Funds Received**

General Agreements	\$ 17,990	2
Interagency Agreements	1,015,207	23
Reimbursable Agreements	-0-	0
<b>TOTAL</b>	<b>\$1,033,197</b>	<b>25</b>

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<b>TOTAL</b>	<b>\$25,453,797</b>	<b>2277</b>
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**TOTAL PROCUREMENT OBLIGATIONS: \$21,807,473\***

	<u>Goal</u>	<u>Prime Obligations</u>	<u>Small Business Subcontracting Obligations</u>	<u>Total Obligations</u>
<b>Small Business</b>	<b>\$9,000,000</b>	<b>\$13,856,951</b>	<b>\$787,554</b>	<b>\$14,644,505</b>
<b>Large Business</b>	<b>-0-</b>	<b>\$ 7,950,522</b>	<b>\$ &lt;787,554&gt;</b>	<b>\$ 7,162,968</b>

**GOALS**

	<u>Goal</u>	<u>Prime Obligations</u>	<u>Small Business Subcontracting Obligations</u>	<u>Total Obligations</u>
<b>Minority Business</b>	<b>\$800,000</b>	<b>\$ 1,384,703</b>	<b>\$ 641</b>	<b>\$1,385,344</b>
<b>SBA 8(a) firms</b>	\$400,000	\$1,058,542		\$1,058,542
<b>Other than 8(a) firms</b>	\$400,000	\$ 326,161	\$ 641	\$326,802
<b>Women-Owned Business</b>	<b>\$600,000</b>	<b>\$1,836,592</b>	<b>\$ 178,456</b>	<b>\$2,015,048</b>
<b>JWOD</b>		<b>\$ 33,077</b>	<b>\$ -0-</b>	<b>\$ 33,077</b>

\*Total amount does not include Task Order Assistance, Interagency and Cooperative Agreements, or funds received.