



DEPARTMENT OF ENERGY STRIPES

July 26, 2007

The STRIPES Communiqué is one of the many ways you will receive information and progress updates about the STRIPES Project. If you did not receive this communiqué via e-mail and would like to be added to the STRIPES mailing list, send an e-mail to STRIPES@hq.doe.gov with the word “subscribe” in the subject line.

Who’s My SPOC?

The STRIPES Site Point of Contact (SPOC) is a person who facilitates two-way communication between future STRIPES users and the STRIPES project team. The SPOCs have been nominated by their DOE Office and engage in monthly meetings for Project Updates, to address questions, and to exchange information. This small community of change leaders has been sharing advice and tips on how to better support you as you prepare for STRIPES. Our first meeting was held in June 2007 with a robust turnout and discussion. One of the SPOC’s first assignments was to facilitate distribution of simulations. Be sure to ask your SPOC about these simulations.

While most DOE contracting activities have SPOCs, some small locations do not have a resident SPOC. These smaller locations may be served by one of the larger site’s SPOC who support the same Program Office. Please look for the latest STRIPES poster for more information about your SPOC. The current list of DOE SPOCs can be found in the table below:

DOE Office	SPOC
Office of Science - Chicago	Denise Clarke
Environmental Management	
Consolidated Business Center	Anne Marie Bird - Alternate: Michael Sedgebeer
Golden Field Office	Rosemary Vela
Office of Headquarters	
Procurement Services	Michael Raizen
Idaho Operations Office	Jeff Fogg
NETL - Morgantown	Patty Reger
NETL - Pittsburgh	Anne Cary
NNSA - Albuquerque	Katherine Weber
Office of Science - Oak Ridge	Beth Holt - Alternate: Sharon Moore
Office of Civilian Radioactive	
Waste Management - RW	Maria Barela - Alternate: Alma Romero
Office of River Protection	Joseph Poniatowski - Alternate: Dave Garcia
Richland Operations Office	Andy Wirkkala
Savannah River Operations Office	Scott Stephenson
Strategic Petroleum Reserve	Gary Landry
NNSA – Office of Planning,	
Programming, Budget and	
Evaluation	Cathy Williams

The SPOCs will work with the Project Management Team (PMT) members to keep you informed. We are excited and welcome this dedicated group to help prepare for a successful STRIPES implementation.

STRIPES - Offering Flexibility Within Standardized Processes

The implementation of STRIPES brings many benefits including on-line FAR and DEAR clauses that are updated routinely, automated document routing for review and improved reporting opportunities for internal and external customers, and standardized business processes. These benefits for the Procurement Community and its customers are gained through streamlining and standardizing processes. These standardizations will result in consistency in contract development, reduction of data reentry and reconciliation.

Other examples of standardization include a Document Library which provides useful document templates such as a Pre-negotiation Memo, SBA Notification Letter, and Certification for Non-DOE Evaluator. These document templates, and many more, have been provided for your reference and use by STRIPES Project Management Team members, who are Contracting Officers and Contract Specialists from Headquarters and the field.

While many of the benefits depend upon standardization, STRIPES recognizes areas where DOE sites will need flexibility. Below is a brief summary of areas where procurement leaders across the Department will have an opportunity to tailor STRIPES for greater efficiency.

- ✓ Site Administrators – This role would provide an individual(s) at each STRIPES site with additional capabilities in the software (e.g. ability to unlock documents, password resets, add local clauses, etc.)
- ✓ Route Roles – Users will be able to select and establish document review and approval sequences in their User Profile, as approved by their management. This will allow each STRIPES site to maintain or modify the level of reviews necessary for procurement actions.
- ✓ Approver(s) – STRIPES sites will decide who ‘approves’ the documents before it goes to the next phase.
- ✓ Buyer Assignments through Workload Point of Contact – Each STRIPES Site Office will have at least 1 Workload Point of Contact who will assign approved and ‘released’ Procurement Requests.
- ✓ Milestone Templates – STRIPES is providing a series of Milestone Templates that can be used for administering contracts. Users may select appropriate templates such as Incremental Funding or Simplified Acquisition - Competitive under \$25K, and modify the milestone plan to meet the needs of their site.

Additionally, DOE sites will designate a *Super User* which is computer-savvy Contract Specialist or Procurement Analyst who would become an advanced user of STRIPES to help colleagues navigate the system.

Another key area of STRIPES, clauses, is being jointly managed by the Office of Procurement and Assistance Policy and Clause Team. As discussed during last month’s Procurement Policy Advisory Group (PPAG) meeting, the Policy group and STRIPES remain dedicated to the careful review and consolidation of clauses across the Department.

STRIPES is committed to balancing the needs of the Department for streamlined standardized processes, while providing a tool with the flexibility to allow sites to better engage and leverage the expertise of their workforce.

STRIPES Project Information

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