



February 29, 2016

MEMORANDUM FOR: Mitchell Ross
Director, Acquisition and Grants Office
National Oceanic and Atmospheric Administration

FROM: Mark H. Zabarsky
Acting Assistant Inspector General for Acquisition
and Special Program Audits

SUBJECT: Audit of National Oceanic and Atmospheric Administration's
Use of Blanket Purchase Agreements

We are initiating an audit of the National Oceanic and Atmospheric Administration's (NOAA's) use of blanket purchase agreements (BPA). This is part of our risk-based oversight strategy developed to address management challenges in its procurement function. Our audit objective is to determine whether NOAA established and administered BPAs in accordance with laws, regulations, and agency guidance.

An entrance conference is scheduled for March 1, 2016, when we will further discuss our objective. If you have any additional questions regarding this audit, please call me at (202) 482-3844 or Cheryl Henderson, Project Manager, at (202) 482-4350. We thank you in advance for your cooperation during this audit.

cc: Chad Wagner, Director, Policy and Oversight Division, Acquisitions and Grants Office,
NOAA
Mack Cato, Director, Office of Audit and Information Management, NOAA