

GSA operates all of its ADP equipment through a national organization of Federal Data Processing Centers which are organized and geared to pool their ADP resources. This ADP workload leveling is achieved by:

(1) Standard families of computer and software configurations at the Federal Data Processing Centers.

(2) Standard system operation techniques.

(3) National assignment of system operation workload to the Federal Data Processing Center(s) which have available ADP resources and meet the program manager's requirements for timeliness.

(4) Nationwide system operation backup by shifting system operation from center to center to meet peaks and emergencies.

When any user desires services from a Federal Data Processing Center a job work order is processed. Assuming the computer application is fully justified, the priority sequence of attaining the necessary ADP resources for the job is:

(1) In-house, nationwide, Federal Data Processing Center resources,

(2) Sharing ADP resources with other Federal agencies,

(3) Commercial contracting.

45. To what extent have you been successful in getting the users to share equipment instead of acquiring their own?

There is no user-dedicated common-type ADP equipment and none planned within GSA. Sharing is therefore fully successful within GSA.

46. Do you review the GSA lists of available excess equipment before going to the open market to acquire equipment?

Yes, GSA does review the available excess equipment lists before acquiring additional equipment and utilizes such excess equipment where possible. GSA also continually reviews the available excess equipment lists to replace equipment already on lease from manufacturers.

47. Who makes the determination that excess equipment can or cannot do the job?

This determination is made jointly by data processing management and the affected program managers. This coordination evaluation includes a technical review by the data processing management and a requirements review by the program managers affected.

48. What has been your experience in making use of excess equipment?

Generally, GSA has not been too successful in acquiring economic and suitable ADP equipment for its own major programs.

49. Assuming it is necessary to acquire equipment from the commercial market, do you normally invite all qualified suppliers to submit proposals? What are the exceptions?

Yes. The exceptions to this procedure are those instances where adequate and valid findings can be made as to sole-source procurement.

50. Who makes the final selection of equipment, and on what basis is the decision made?

The head of the agency or his designated representative makes the final selection of equipment.

The decision is based on:

(1) System specifications as defined by BOB Circular No. A-54.

(2) Equal opportunity and appropriate consideration to all manufacturers who offer equipment capable of meeting the system specifications.

(3) The equipment's capability to fulfill the system specifications.

(4) The equipment's overall costs in terms of acquisition, preparation for use, and operation.

51. Describe your program for evaluating the actual results of computer use against the results anticipated when the use of the computer was approved.

All systems are tested and piloted prior to operational status at one or more locations. During the pilot operation, actual performance of the system and the results provided to the program manager are reviewed and compared with anticipated results. Upon approval of the pilot operation, the system is installed. After complete installation of the system, a postreview is conducted jointly by data processing and the program manager to assure that the anticipated objectives have been attained.

52. In general, have your computers produced the benefits that were expected? Yes—the implementation of new data processing systems has generally produced the benefits expected.

53. How many computers do you now have, and how many of these are purchased?