

July 10, 2001

**MEMORANDUM FOR:** Program Office Resource Managers

**FROM:** Howard G. Borgstrom  
Working Capital Fund Manager

**SUBJECT:** June Working Capital Fund Billing

This memorandum transmits the June 2001, charges to your program for the Working Capital Fund. A copy of this billing has been forwarded to the Chief Financial Officer for entering into DISCAS and FIS.

Also attached is a notional bill for the Information Technology Business Lines that were proposed for addition to the fund in FY 2002. Although the Working Capital Fund no longer intends to seek these changes in FY 2002 budget, the Board has accepted a recommendation to continue notional billing. This bill is for information only and is not being forwarded to the Chief Financial Officer for entering into DISCAS and reporting in MARS. Monthly charges for proposed Networking and Corporate IT Services are indicated by program organization. Annual charges for the proposed services are also attached.

**FY 2002/FY 2003 Budget Guidance**

By memorandum dated May 18, 2001, we issued estimates for the FY 2003 Corporate Review Budget, which included revised estimates for FY 2001. In addition, FY 2000 actual costs are good indicators for FY2001 activities. This may not be true for Building Occupancy, Desktop Support, and Payroll Processing estimates that could vary from FY 2000 actual expenses due to revised rate structures or renegotiated annual Service Agreements.

Other factors, known only to the program, may also impact your consumption of WCF goods and services. In making resource allocations for your program, you may wish to adjust our estimates as necessary to account for planned changes in staffing levels, anticipated increases or decreases in usage levels, potential organizational realignments, and any other factors that you feel are appropriate and relevant.

**Customer Advances to Finance Fund Activities:**

Some customer's advances are inadequate to finance projected program spending through September (see Table IV). Timely payments to the Fund are necessary for the various business lines to provide uninterrupted contractual support and to execute acquisition plans for goods and services within established procurement deadlines as well as to ensure payments are made to

vendors within the guidelines of the Prompt Payment Act.

Funds shall be (1) collected at the beginning of the fiscal year and (2) sufficient to cover estimated costs of providing the goods and services for the fiscal year. In situations where full funding is not appropriated; i.e., during the period of a continuing resolution, a pro rata share of the customer organization's advance payment shall be paid to the WCF until full funding becomes available. **CFO Guidance issued September 1998, Working Capital Fund, Administrative Control of Funds.**

A standard Payment Authorization Memorandum is attached to this correspondence to help you fund your Working Capital Fund activities. Whether you use the standard format or not, we request that payments be authorized as a lump sum amount covering all WCF activity.

### **FY 2001 Cost and Payment Analysis with Annual Projections**

The following tables are attached to assist you with your analysis of actual monthly WCF expenditures. Estimated projections of annual FY 2001 costs, as shown in Tables III, and IV (attached), are derived using the most reliable of the following methods:

- (1) A straight-line method to annualize actual costs incurred year-to-date (Supplies, Mail Usage, Photocopy, Printing, Standard Building Occupancy, Telephone Line Charges, Desktop, Networking);
- (2) Actual full year costs billed, where no further billing is expected (Payroll, Building Alterations, and Mail Distribution);
- (3) Revised FY 2001 budget estimates (as reflected in the FY 2003 Corporate Review Budget), where a straight-line methodology may not produce a representative total estimate due to the uneven manner in which costs are expected to be incurred (Contract Closeout).

**Table I Summarizes costs for the current billing cycle only and provides separate columns for some business lines to distinguish between charges that are assessed monthly and those assessed annually or quarterly.**

**Table II Shows the total to date of all costs billed for the current fiscal year, reflecting cumulative consumption through the current billing cycle.**

**Table III Shows the most current projection of annual costs for each customer and business line. The source of these projections varies according to business line as described above.**

**Table IV Compares annualized cost projections (from Table III) to revised FY 2001 estimates provided with the FY 2002 Congressional Budget guidance and to payments authorized year-to-date.**

In making resource allocations for your program, you may wish to adjust our estimates as necessary to account for planned changes in staffing levels, anticipated increases or decreases in usage levels, and any other factors that you feel are appropriate and relevant.

**June Charges Per Business Line**

**Supplies** - The enclosed bill reflects actual usage of supplies for the month of June both as purchased through the various PAPERCLIPS Stores and as ordered through Requisition.

**Mail Services** - Charges for outgoing metered mail and special handling charges incurred during June are included.

**Photocopying** - This bill reflects charges for actual June usage and purchase of dedicated copiers where applicable. Per copy rates for central and staffed facilities are 2.8 cents per copy, 1.5 cents for dedicated copies, and 50.0 cents for color copies.

**Printing and Graphics** - The enclosed bill reflects charges for Printing jobs ordered, letterhead and other pre-printed products, and Federal Register notices published during June. It also includes charges for indirect Graphics support at the rate of one-twelfth the annual assessment, based upon the pro-rata share of total service costs as determined by usage of such service in FY 2000.

**Building Occupancy** – The June bill includes charges for non-standard space alterations, additional rent charges, utilities, office relocations, and other E&F services requisitioned and performed prior to June 25.

**Telephones** - The June bill includes actual local and long distance charges for usage incurred during April. In addition, infrastructure charges, based upon the number of phone lines currently assigned to your organization, appear at the rate of one-twelfth the annual estimate.

**Desktop** - The enclosed Desktop bill incorporates time and materials charges for service actually used during June. Charges for subscription and warranty service are also included at the rate of one-twelfth the annual cost, where applicable.

**Network** - June charges, based upon the number of LAN connections currently assigned to your organization, are included at the rate of one-twelfth the annual estimate. Charges for DOENet are based on customer usage with an allocation of DOE CHRIS utilization charged back to customers based on standard on-board staffing levels used in the payroll business

**Payroll Processing** – We charge the full FY 2001 **annual** assessment for your organization in the October bill. These charges were based upon **actual** on-board staffing as of the first pay period in FY 2001.

**Executive Information Service** - This business line has been discontinued.

### **WCF Information Sources, Working Capital Fund Web Page**

The updated Fourth edition of the WCF Guide to Services, Policies and Procedures is available. To get hard-bound copies contact Bob Emond (6-2354) or Roscoe Harris (6-5527). An electronic version is available on the Working Capital Fund Web Page. Information available on the Web Page includes:

- o FY 2003/FY 2002 Budget Projections
- o The monthly summary billing tables (I-IV) with accompanying transmittal memo;
- o Announcements of upcoming Board meetings and Board meeting minutes;
- o The latest edition of the WCF Guide;
- o Quarterly Financial Status Reviews
- o An explanatory Overview and historical background of the Fund.

The Web Page address is: <http://www.hr.doe.gov/wcf>

Please contact Ingrid Robinson (6-5567) if you have questions or comments.

**Billing Inquiries**

To deal with specific billing issues, we recommend that you contact the following individuals:

<b>BUSINESS LINE</b>	<b>BILLING CONTACT</b>	<b>TELEPHONE</b>
Administrative Services: Building Occupancy Supplies Mail Printing and Graphics Copying	John Harrison	(202)586-3611
Information Management: Telephones Desktop Services Networking	Michael Orosz Diane Friis	(301) 903-2957 (301) 903-3599
Contract Closeout	Jeff Rubenstein	(202) 287-1516
Payroll Processing	Jean Morgan	(301) 903-5858
Billing Process and Policies	Bob Emond	(202)586-2354
	Roscoe Harris	(202)586-5527
IT Notional Bill	Peter Richards	(301) 903-1953

We recommend that you use e-mail to communicate your questions, because that permits better tracking of concerns both by you and by us.

Thank you for your cooperation.

cc: Working Capital Fund Board  
Attachments

**ADDRESS LIST FOR WCF BILLING**

<u>PROGRAM</u>	<u>ADDRESSEE</u>	<u>COPY</u>
BCA	B. Van Doren	
BPA	W. Marlowe	R. Seifert
CFO	T. Collins	
CI/PA	L. I. Brown	
CN	D. Drucker	
DP	R. Greenberg	
ED	L. Rudnick	
EE	F. Glatstein	
EH	G. Judge	L. Gasperow
EIA	N. Burnette	
EM	E. Bronstein	B. Male
FE	C. Roy	
GC	D. Bullington	
HG	R. Tedrow	P. Spencer
IG	J. Gibson	B. Schrum
IN	L. Cain	
MA/AB/QM/S	H. Borgstrom	
NA	J. Arcidiacono	
NE	W. Carroll	L. Soo Hoo
NN	T. Ryder	J. Crogan
NR	H. Pak	
OA	L. Gasperow	
PML	M. Livingston	D. Meyers
PO/IA	S. Browne	C. Jagessar
RW	L. Barrett	D. LeVan
SC	M. Vallette	B. Lasky
SO	R. Shores	N. McNulty
WT	G. King	M. Mescher

**WCF BOARD MEMBERS**

CFO	B. Carnes		
DP	T. Gioconda		
EE	D. Garman	IN	L. Sanchez
EH	S. Carey	MA	B. Carnes
EI	L. Pettis	NE	W. Magwood
EM	C. Huntoon	NN	K. Baker
FE	R. Kripowicz	PO	M. Anderson
GC	L. Otis	SC	J. Decker
		SO	J. Mahaley

**Summary of Current Month Bill - June, 2001**  
(WHOLE DOLLARS)

TABLE IA

BILLING CYCLE	MONTHLY	MONTHLY	ANNUAL		MONTHLY	MONTHLY		MONTHLY	QUARTERLY	MONTHLY	
ORG CODE	SUPPLY	MAIL	MAIL DISTRIB.	TOTAL MAIL	DEDICATED COPIERS	CENTRAL FACILITIES	TOTAL COPYING SERVICE	PRINTING & GRAPHICS	BUILDING OCCUPANCY	BLDG ALTERATION	TOTAL BUILDING OCCUPANCY
AB	39	5	0	5	141	182	323	9,654	0	0	0
BCA	0	5	0	5	28	159	188	11,053	0	0	0
BPA	631	42	0	42	0	0	0	2,313	0	0	0
CI	2,887	372	0	372	634	775	1,409	588	0	0	0
CN	1,328	672	0	672	1,204	1,085	2,289	1,771	0	0	0
CR	11,228	1,297	0	1,297	5,021	6,562	11,583	1,899	0	7,225	7,225
DP	19,170	857	0	857	3,753	11,080	14,833	7,780	0	31,383	31,383
ED	1,477	500	0	500	637	1,864	2,501	5,777	0	205	205
EE	22,906	13,094	0	13,094	2,729	11,007	13,736	13,873	0	17,685	17,685
EH	13,382	983	0	983	5,164	5,845	11,010	7,366	0	3,293	3,293
EIA	18,196	9,663	0	9,663	860	6,910	7,770	40,391	0	1,783	1,783
EM	26,527	2,802	0	2,802	10,102	4,926	15,028	11,370	0	590	590
FE	12,340	2,101	0	2,101	3,593	1,754	5,347	8,273	0	1,373	1,373
GC	3,223	227	0	227	2,947	506	3,453	2,200	0	6,470	6,470
HG	835	177	0	177	828	2	830	4,461	0	0	0
IA	4,415	15	0	15	1,042	315	1,358	877	0	30	30
IG	2,632	2,033	0	2,033	683	441	1,124	2,709	0	523	523
IN	1,627	1,249	0	1,249	1,773	1,131	2,904	235	0	26,457	26,457
MA	33,488	21,306	0	21,306	15,586	23,297	38,883	43,489	0	1,065	1,065
NA	4,344	67	0	67	0	0	0	331	0	16,017	16,017
NE	4,219	1,310	0	1,310	2,032	518	2,550	2,321	0	0	0
NN	13,814	1,370	0	1,370	6,827	1,388	8,215	2,991	0	2,182	2,182
NR	0	0	0	0	0	4	4	32	0	0	0
OA	1,675	672	0	672	428	133	561	62	0	0	0
PA	1,722	504	0	504	359	12,337	12,695	8,320	0	210	210
PC	0	0	0	0	0	0	0	0	0	0	0
PO	1,404	115	0	115	473	1,468	1,940	2,691	0	0	0
RW	1,271	84	0	84	1,133	596	1,729	779	0	125	125
S	2,160	177	0	177	0	0	0	4,331	0	0	0
SC	22,599	3,120	0	3,120	1,491	11,096	12,587	16,827	0	364	364
SO	32,927	2,441	0	2,441	4,825	8,414	13,238	4,690	0	12,425	12,425
WAPA	183	206	0	206	0	4	4	2,066	0	205	205
WT	2,984	22	0	22	485	29	514	206	0	0	0
NNSA	37,327	2,294	0	2,294	10,580	12,472	23,052	11,134	0	49,582	49,582
Bus. Line	0	0	0	0	0	0	0	1,287	0	0	0
<b>TOTAL</b>	<b>265,632</b>	<b>67,488</b>	<b>0</b>	<b>67,488</b>	<b>74,779</b>	<b>113,828</b>	<b>188,607</b>	<b>223,013</b>	<b>0</b>	<b>129,609</b>	<b>129,609</b>

Note: 'NNSA= NA, NN, NR and DP

**Summary of Current Month Bill - June, 2001**  
(WHOLE DOLLARS)

TABLE IB

BILLING CYCLE	MONTHLY	MONTHLY		MONTHLY	MONTHLY	MONTHLY	ANNUAL	ANNUAL		
ORG CODE	PHONE USAGE	TELEPHONE INFRASTRUCTURE	TOTAL PHONE SERVICE	DESKTOP SUPPORT	NETWORK	CONTRACT CLOSEOUT	PAYROLL PROCESS	INDIRECT ADMINISTRATION	FUND	TOTAL June
AB	18	754	772	62	566	0	0	0		11,421
BCA	53	566	618	166	53	0	0	0		12,083
BPA	53	980	1,033	0	70	0	0	0		4,089
CI	656	3,017	3,672	1,098	1,452	-240	0	0		11,238
CN	797	6,260	7,056	229	1,341	240	0	0		14,928
CR	3,266	22,060	25,326	3,093	23,019	480	0	0		85,150
DP	4,438	31,299	35,737	3,687	61,607	9,920	0	0		184,973
ED	674	3,733	4,407	396	2,503	720	0	0		18,486
EE	10,333	31,827	42,160	8,707	64,861	3,080	0	0		200,102
EH	5,646	22,890	28,536	3,871	21,780	240	0	0		90,461
EIA	14,904	31,601	46,505	450	1,753	36,160	0	0		162,670
EM	18,522	39,482	58,005	8,693	66,289	6,480	0	0		195,783
FE	4,474	16,970	21,444	10,691	32,700	6,400	0	0		100,667
GC	2,037	12,746	14,783	1,117	7,015	0	0	0		38,488
HG	465	2,489	2,954	438	1,113	0	0	0		10,808
IA	2,001	5,581	7,582	113	4,456	0	0	0		18,845
IG	1,735	7,655	9,391	1,752	9,268	0	0	0		29,431
IN	675	3,922	4,597	1,577	175	240	0	0		39,060
MA	10,389	59,393	69,783	16,332	39,713	4,800	0	0		268,859
NA	664	3,318	3,982	250	2,893	0	0	0		27,884
NE	1,761	10,710	12,471	1,806	7,040	0	0	0		31,717
NN	14,533	22,437	36,971	7,544	11,309	1,520	0	0		85,915
NR	0	0	0	0	1,314	0	0	0		1,350
OA	432	3,168	3,600	167	1,821	0	0	0		8,557
PA	509	3,017	3,526	793	1,839	0	0	0		29,609
PC	0	0	0	0	0	0	0	0		0
PO	560	2,979	3,539	1,450	2,493	0	0	0		13,633
RW	3,469	7,240	10,709	2,165	5,196	0	0	0		22,058
S	779	4,412	5,191	1,505	1,726	0	0	0		15,089
SC	5,959	26,510	32,469	4,247	43,046	0	0	0		135,259
SO	11,454	65,879	77,333	10,378	36,416	720	0	0		190,569
WAPA	109	641	750	0	21,474	0	0	0		24,889
WT	229	1,622	1,850	351	1,510	0	0	0		7,437
NNSA	19,635	57,055	76,690	11,481	77,123	11,440	0	0		300,123
Bus. Line	0	0	0	0	0	0	0	0		1,287
TOTAL	121,591	455,160	576,751	93,126	477,810	70,760	0	0		2,092,796

**Summary of Year-To-Date Billing Thru June, 2001**

(Thousands)

TABLE IIA

BILLING CYCLE	MONTHLY	MONTHLY	ANNUAL		MONTHLY	MONTHLY		MONTHLY	QUARTERLY	MONTHLY	
ORG CODE	SUPPLY	MAIL	MAIL DISTRIB.	TOTAL MAIL	DEDICATED COPIERS	CENTRAL FACILITIES	TOTAL COPYING SERVICE	PRINTING & GRAPHICS	BUILDING OCCUPANCY	BLDG ALTERATION	TOTAL BUILDING OCCUPANCY
AB	3,242	2,173	9,500	11,673	1,374	12,473	13,847	18,469	97,132	0	97,132
BCA	258	84	0	84	257	161	418	11,053	161,040	0	161,040
BPA	2,946	190	9,500	9,690	0	2,346	2,346	31,270	70,599	40	70,639
CI	15,145	5,011	19,000	24,011	8,112	9,149	17,261	7,484	367,338	1,645	368,983
CN	17,716	7,713	9,500	17,213	21,841	14,577	36,418	20,589	448,420	3,915	452,335
CR	94,401	12,561	57,000	69,561	46,807	29,222	76,029	134,747	1,416,621	25,041	1,441,662
DP	186,777	6,851	19,000	25,851	33,633	61,999	95,632	42,651	2,183,622	403,270	2,586,892
ED	15,175	2,786	38,000	40,786	6,491	21,182	27,673	36,052	318,895	973	319,868
EE	183,167	155,711	9,500	165,211	25,843	145,197	171,040	378,185	2,717,245	103,237	2,820,482
EH	111,442	15,641	28,500	44,141	47,459	30,280	77,739	74,807	2,232,218	11,440	2,243,658
EIA	149,986	123,384	76,000	199,384	5,438	119,650	125,088	567,940	3,763,285	13,850	3,777,135
EM	175,368	20,763	38,000	58,763	134,417	36,021	170,438	127,816	3,502,580	15,880	3,518,460
FE	84,764	18,500	19,000	37,500	37,896	25,138	63,034	206,319	1,297,850	14,281	1,312,131
GC	40,928	1,841	23,750	25,591	20,903	6,969	27,872	41,826	1,507,880	29,249	1,537,129
HG	7,132	3,982	9,500	13,482	7,264	471	7,735	55,301	591,723	0	591,723
IA	36,000	2,699	14,250	16,949	8,559	5,742	14,301	9,067	480,040	3,140	483,180
IG	26,409	13,998	19,000	32,998	6,278	16,838	23,116	35,285	880,587	1,198	881,785
IN	11,261	4,444	9,500	13,944	17,167	1,338	18,505	2,633	679,909	37,370	717,279
MA	279,382	110,669	223,250	333,919	145,636	212,623	358,259	475,335	6,212,302	213,783	6,426,085
NA	14,987	196	3,960	4,156	134	914	1,048	1,046	222,784	132,160	354,944
NE	35,515	7,746	29,500	37,246	27,092	14,776	41,868	46,910	728,553	0	728,553
NN	77,334	7,646	24,544	32,190	72,444	27,559	100,003	63,653	1,961,790	28,087	1,989,877
NR	1,198	12	0	12	352	275	627	1,437	186,280	0	186,280
OA	17,389	5,399	9,500	14,899	4,068	5,668	9,736	373	196,894	2,125	199,019
PA	14,398	3,964	28,500	32,464	20,370	114,711	135,081	94,802	278,148	12,050	290,198
PC	2,754	41	9,500	9,541	1,060	4,343	5,403	120	59,597	15	59,612
PO	16,041	3,355	14,250	17,605	5,374	11,073	16,447	60,236	342,888	13,838	356,726
RW	13,678	1,162	9,500	10,662	8,101	5,748	13,849	20,350	677,414	435	677,849
S	16,997	2,717	9,500	12,217	1,789	809	2,598	43,782	435,785	0	435,785
SC	161,502	35,946	19,000	54,946	12,375	62,652	75,027	156,492	1,455,144	966	1,456,110
SO	263,585	33,152	119,544	152,696	43,362	60,386	103,748	65,561	5,391,360	307,990	5,699,350
WAPA	1,110	264	9,500	9,764	0	200	200	30,178	75,192	205	75,397
WT	7,339	2,652	9,500	12,152	4,251	4,471	8,722	3,918	190,030	260	190,290
NNSA	280,296	14,705	47,504	62,209	106,563	90,747	197,310	108,787	4,554,476	563,517	5,117,993
Bus. Line	6,383	0	0	0	0	715	715	11,387	0	0	0
TOTAL	2,091,709	613,253	928,048	1,541,301	776,147	1,065,676	1,841,823	2,877,074	41,131,145	1,376,443	42,507,588

**Summary of Year-To-Date Billing Thru June 2001,  
(THOUSANDS)**

TABLE IIB

BILLING CYCLE	MONTHLY	MONTHLY		MONTHLY	MONTHLY	MONTHLY	ANNUAL	ANNUAL	
ORG CODE	PHONE USAGE	TELEPHONE INFRASTRUCTURE	TOTAL PHONE SERVICE	DESKTOP SUPPORT	NETWORK	CONTRACT CLOSEOUT	PAYROLL PROCESS	INDIRECT FUND ADMINISTRATION	TOTAL BILLING YEAR-TO-DATE
AB	782	6,627	7,409	1,157	5,936	0	1,855	0	160,720
BCA	299	4,499	4,798	1,570	1,029	0	1,325	0	181,575
BPA	1,492	8,673	10,165	0	399	0	0	0	127,455
CI	2,967	27,911	30,878	10,355	16,691	0	9,806	0	500,614
CN	5,370	53,360	58,730	4,252	13,667	1,920	5,035	0	627,875
CR	20,737	185,870	206,607	30,268	186,618	7,920	56,448	0	2,304,261
DP	34,331	273,581	307,912	38,496	599,069	51,160	512,273	0	4,446,713
ED	4,078	32,720	36,798	6,690	27,289	15,600	10,601	0	536,532
EE	63,256	284,980	348,236	80,194	397,638	41,840	141,518	0	4,727,511
EH	40,617	206,737	247,354	36,903	223,557	22,720	77,384	0	3,159,705
EIA	103,326	278,665	381,991	3,698	56,358	178,320	98,851	0	5,538,751
EM	108,052	353,982	462,034	79,053	662,326	34,760	558,652	0	5,847,670
FE	30,930	154,362	185,292	89,068	300,664	108,360	252,294	0	2,639,426
GC	12,150	114,447	126,597	15,138	85,355	2,880	41,872	0	1,945,188
HG	1,494	20,984	22,478	4,142	16,227	0	10,336	0	728,556
IA	14,631	51,012	65,643	8,729	45,700	0	16,431	0	696,000
IG	11,104	69,796	80,900	20,348	110,193	560	72,614	0	1,284,208
IN	4,803	34,993	39,796	13,147	6,065	800	10,866	0	834,296
MA	56,452	537,569	594,021	127,821	460,547	87,120	130,122	0	9,272,611
NA	2,891	16,909	19,800	875	16,360	0	1,590	0	414,806
NE	13,933	97,180	111,113	16,737	77,299	10,480	28,622	0	1,134,343
NN	100,068	203,561	303,629	76,700	113,252	24,800	41,342	0	2,822,780
NR	3,961	38,200	42,161	0	28,789	0	48,763	0	309,267
OA	2,677	27,909	30,586	1,382	20,012	0	11,131	0	304,527
PA	3,918	27,116	31,034	10,215	18,837	0	8,480	0	635,509
PC	316	2,499	2,815	1,206	4,383	0	1,325	0	87,159
PO	9,488	27,267	36,755	16,182	27,309	2,720	11,661	0	561,682
RW	26,459	66,541	93,000	20,881	74,809	0	44,257	0	969,335
S	7,039	41,394	48,433	8,965	19,615	0	7,950	0	596,342
SC	41,467	235,593	277,060	44,433	474,734	0	399,113	0	3,099,417
SO	88,026	588,290	676,316	136,541	324,208	26,280	85,070	0	7,533,355
WAPA	613	5,794	6,407	0	265,768	0	398,848	0	787,672
WT	1,764	16,244	18,008	4,483	16,155	480	5,565	0	267,112
NNSA	141,251	532,251	673,502	116,071	757,470	75,960	603,968	0	7,993,566
Bus. Line	0	0	0	0	0	0	0	0	18,485
<b>TOTAL</b>	<b>819,491</b>	<b>4,095,265</b>	<b>4,914,756</b>	<b>909,629</b>	<b>4,696,858</b>	<b>618,720</b>	<b>3,102,000</b>	<b>0</b>	<b>65,101,458</b>

**Annualized Costs as of June, 2001**

Thousands

Table III

ORG CODE	SUPPLY	MAIL	COPYING SERVICE	PRINTING & GRAPHICS	BUILDING OCCUPANCY	PHONE SERVICE	DESKTOP SUPPORT	NETWORK	CONTRACT CLOSEOUT	PAYROLL PROCESS	INDIRECT FUND ADMIN.	TOTAL ANNUALIZED
AB	4	12	18	25	130	10	2	8	0	1	0	210
BCA	0	0	1	15	215	7	2	1	0	1	0	242
BPA	4	10	3	42	94	14	0	1	0	0	0	167
CI	20	26	23	10	492	42	14	22	0	10	0	659
CN	24	20	49	27	602	80	6	18	2	5	0	833
CR	126	74	101	180	1,732	283	40	249	6	56	0	2,847
DP	249	28	128	57	3,254	424	51	799	60	514	0	5,563
ED	20	42	37	48	426	51	9	36	24	11	0	703
EE	244	217	228	467	3,727	488	107	530	146	142	0	6,297
EH	149	49	104	100	3,210	345	49	298	65	77	0	4,446
EIA	200	241	167	757	5,034	549	5	75	57	99	0	7,183
EM	234	66	227	170	4,791	657	105	883	42	559	0	7,735
FE	113	44	84	275	1,744	259	119	401	36	252	0	3,327
GC	55	26	37	56	2,042	173	20	114	7	42	0	2,572
HG	10	15	10	74	790	31	6	22	0	10	0	966
IA	48	18	19	12	659	93	12	61	0	16	0	938
IG	35	38	31	47	1,175	112	27	147	2	73	0	1,687
IN	15	15	25	4	944	55	18	8	2	11	0	1,097
MA	373	371	478	634	8,411	814	170	614	106	130	0	12,099
NA	20	4	1	6	388	28	1	22	0	0	0	469
NE	47	40	56	63	968	153	22	103	26	29	0	1,507
NN	103	35	133	85	2,519	443	102	151	17	41	0	3,629
NR	2	0	1	2	487	58	0	38	0	49	0	636
OA	23	17	13	0	263	42	2	27	0	11	0	398
PA	19	34	180	126	383	43	14	25	0	8	0	832
PC	3	10	5	0	60	3	1	4	0	1	0	87
PO	21	19	22	80	467	53	22	36	22	12	0	754
RW	18	11	18	27	903	134	28	100	12	44	0	1,296
S	23	13	3	58	594	67	12	26	0	8	0	805
SC	215	67	100	209	1,934	385	59	633	6	400	0	4,008
SO	351	164	138	87	7,585	935	182	432	32	85	0	9,993
WAPA	1	10	0	40	100	9	0	333	0	400	0	894
WT	10	13	12	5	262	25	6	22	7	6	0	367
NNSA	374	67	263	149	6,647	952	155	1,010	77	604	0	10,298
Bus. Line	6	0	0	15	0	0	0	0	0	0	0	22
<b>TOTAL</b>	<b>2,786</b>	<b>1,746</b>	<b>2,453</b>	<b>3,803</b>	<b>56,386</b>	<b>6,864</b>	<b>1,212</b>	<b>6,240</b>	<b>677</b>	<b>3,102</b>	<b>0</b>	<b>85,269</b>

Note: \*NNSA= NA, NN, NR and DP

**Comparison As of June, 2001  
Annualized Costs to Budget Estimates and Payments**

TABLE IV

ORG CODE	Total Annualized Costs	Benchmarks		Comparisons		
		FY 2001 Estimate (FY 2002 Cong. Rev Dec 14, 2000)	Payments Advanced	Annual Projected VS Revised Budget (\$)	Annual Projected VS Revised Budget (%)	Payments VS Annual Projected
AB	210	210	208	1	0%	-3
BCA	242	235	260	7	3%	18
BPA	167	155	127	12	7%	-40
CI	659	683	695	-24	-4%	36
CN	833	784	470	48	6%	-362
CR	2,847	2,765	2,606	82	3%	-241
DP	5,563	5,459	5,000	104	2%	-563
ED	703	705	755	-1	0%	52
EE	6,297	5,779	6,699	518	8%	401
EH	4,446	4,494	4,269	-48	-1%	-177
EIA	7,183	7,174	7,590	9	0%	407
EM	7,735	7,812	7,780	-77	-1%	46
FE	3,327	3,218	3,634	108	3%	307
GC	2,572	2,702	3,012	-130	-5%	440
HG	966	1,038	933	-72	-7%	-33
IA	938	930	1,207	8	1%	269
IG	1,687	1,766	1,769	-79	-5%	82
IN	1,097	1,069	1,035	28	3%	-62
MA	12,099	11,723	12,175	376	3%	76
NA	469	0	869	469	100%	400
NE	1,507	1,525	1,540	-17	-1%	32
NN	3,629	3,488	3,627	141	4%	-3
NR	636	742	504	-105	-17%	-132
OA	398	420	403	-22	-6%	5
PA	832	837	881	-5	-1%	49
PC	87	154	155	-67	-77%	68
PO	754	684	741	69	9%	-12
RW	1,296	1,394	1,399	-98	-8%	103
S	805	863	736	-57	-7%	-69
SC	4,008	3,962	3,996	47	1%	-12
SO	9,993	9,763	9,937	230	2%	-56
WAPA	894	976	522	-82	-9%	-372
WT	367	386	571	-19	-5%	204
NNSA	10,298	9,689	10,000	609	6%	-298
Bus. Line	22	0	22	22	100%	0
<b>TOTAL</b>	<b>85,269</b>	<b>83,893</b>	<b>86,125</b>	<b>1,376</b>	<b>2%</b>	<b>856</b>

Note: 'NNSA= NA, NN, NR and DP  
DP costs includes NA-1 charges  
Note: Payments include prior year carryover

## **Information Technology Pro Forma ("Notional") Billing**

The following IT enterprise activities are not incorporated into the Working Capital Fund for FY2001 and are not included with WCF charges for the current billing period. All charges presented as "pro forma" are intended as illustrative in nature only, representing the potential impact of cost assessments as they might appear if these charges were to be actually billed during the current fiscal year.

For a more detailed description of the various IT enterprise activities covered below, please refer to the individual activity business plans provided in the ECIM / WCF Briefing Document titled, "Briefing Materials on the Proposed IT Improvement Initiative for FY2002" (July, 2000). A copy of the complete document may be obtained by contacting Mike Orosz, CIO Office of Operations, by E-Mail or phone at 3-2957.

### **Networking Services**

**Headquarters Network Infrastructure Security** - This activity provides services to engineer, operate, monitor, and maintain the countermeasures used to protect the Department's Headquarters network against internal and external risks. Systems and services include the engineering, testing and administration of protective countermeasures (e.g., firewalls, network intrusion detection devices, host intrusion detection devices, virtual private network technology, secure remote access techniques) and monitoring (e.g., vulnerability scanning and telephone line scanning) of the network. Monthly charges are 1/12 of projected annual costs allocated to programs based on the October 20, 2000 inventory of LAN connections.

**IP Address Management** - This activity provides a centralized capability for dynamically assigning IP addresses as Headquarters users log on to their computers. Monthly charges are 1/12 of projected annual costs allocated to programs based on the October 20, 2000 inventory of LAN connections.

**Remote Access** - This activity provides continuous remote access service to the Headquarters Local Area Network. Monthly charges are based on two measures: (1) actual telephone usage costs incurred (local and long distance); and, (2) 1/3 of projected quarterly costs allocated to programs based upon the number of PAL accounts assigned to each HQ Program organization at the beginning of each fiscal quarter. Because there is no usage data available for the current fiscal year, charges are derived from actual usage costs incurred during FY2000.

**E-Mail Infrastructure** - This activity provides E-mail messaging connectivity for Headquarters through a centralized E-mail messaging network; message security protection for virus detection; junk mail nuisance message rejection; and oversized message management. Monthly charges are 1/3 of projected quarterly costs allocated to programs based upon the existing inventory of E-Mail boxes assigned to each HQ Program organization at the beginning of each fiscal quarter.

**Video Conferencing Infrastructure** - This activity provides Headquarters video transmission infrastructure for intra-facility broadcasts, common-user compressed video conferencing facilities, scheduling, facilitation/system configuration, secured and unsecured videoconferences, common-user video room network/usage, and a Department-wide dedicated secure video network. Monthly charges are 1/12 of projected annual costs applied as a pro rata allocation to

facilities users (both Headquarters and Field elements) based upon the total number of actual "billable" hours of meeting time plus scheduling time (excluding maintenance) accumulated over the most recent 12-month period. This "rolling total" is updated for each new monthly bill by adding usage for the current billing month and subtracting usage for the thirteenth month prior to the current billing month (i.e., the oldest month of the previous 12-month period). Charges pertaining to non-Headquarters sites, where usage by specific Program organizations cannot be determined, are assessed to the designated LPSO organization for each site.

**Video Conferencing Dedicated** - This activity provides Headquarters with engineering support for videoconferencing equipment that includes: video network design and implementation; ISDN network maintenance; training; new product evaluation; satellite broadcasts coordination; dial plan maintenance; traffic studies; vendor interface; and installation, maintenance and warranty policies. Monthly charges are 1/12 of: a) projected annual costs allocated based upon the established inventory of ISDN connections assigned to each Program organization at the beginning of the fiscal year plus; b) the cost of maintenance service agreements for program-dedicated facilities, based upon negotiated Statements of Work for contractual support. The pro forma bill does not include charges for those organizations that contract directly for dedicated facility support (DP, EH).

### **Voice and Data Services**

**Long Distance Phone (Field Locations)** - This activity consists of both domestic FTS and international long distance service for DOE Field sites other than Headquarters. It includes long distance data circuits and video conferencing transmissions associated with program-dedicated facilities as well as technical contractor support required to maintain and administer these services. Commercial vendor charges related to use of proprietary calling cards are also included here. Similar services provided at Headquarters locations are already billed through the Working Capital Fund on an actual basis. Monthly charges are a direct pass-through of actual usage fees from commercial vendors (AT&T, MCI, Sprint) at contracted rates negotiated by GSA. Pro forma billing reflects an average two-month delay after the month during which actual usage occurs (e.g., June billing is for April usage). Maintenance and administrative costs are allocated on a pro rata basis according to percentage of direct long distance usage costs incurred.

**Cellular Phone (HQ only)** - This activity involves portable cellular telephone service, local and nationwide, as well as the acquisition and maintenance of commercial cellular phone instruments. Monthly charges are a direct pass-through of billings from commercial vendors (AT&T, Verizon) for both actual usage and monthly service fees, based upon type and level of service provided. No administrative costs are added since support is provided entirely by federal staff. Pro forma billing reflects an average two-month delay after the month during which actual usage occurs (e.g., June billing is for April usage).

**Paging (HQ only)** - This activity involves both numeric and message page-receiving service, local and nationwide. Acquisition and maintenance of commercial instruments **is not** included since instruments are leased from the service provider; however, the cost of replacement units (due to customer loss or damage) **is** included. Monthly charges are a direct pass-through of billings from the commercial vendor (ARCH) for monthly service plan fees, based upon type and level of service provided. No administrative costs are added since support is provided entirely by federal staff. Billing is current with the month in which usage occurs.

**Secure Communications (HQ only)** - This activity involves acquisition, installation, maintenance and technical support for secure telephone and data technology (STU and STE). It includes coordination of communications security (COMSEC) account support and electronic key management. Monthly charges are 1/12 of projected annual costs for support and maintenance, allocated to programs based upon the established inventory of STU / STE units assigned to each Program organization at the beginning of the fiscal year. In addition, monthly charges include the actual acquisition cost of new equipment (secure devices) and any incremental installation and maintenance costs associated with such purchases, where applicable.

### **Corporate IT Services**

**Corporate Mainframe** - Funding supports two mainframes that provide corporate services in support of both Headquarters and Field elements. The Management Information System (MIS) processor supports several corporate functions including Budget, Accounting, Payroll, Travel, Procurement, and Property Management, as well as Program-dedicated applications such as DoeInfo, Employee Self Service. The Program Office Support System (AOSS) processor provides web services for many organizations, including the corporate application used for the Online Locator System (DOE's National Telephone Directory), the Departmental Client Server Locator system, and multiple reference and distribution lists.

During October, November, and December, projected annual costs were allocated according to on-board staffing at the beginning of the fiscal year (at 1/12 per month). Effective with service activity in January, projected costs are allocated according to pro rata usage of mainframe systems applications (within four general resource categories, weighted according to relative cost). Current month charges are for actual usage accumulated during June.

**Web Hosting** - This new, optional activity provides for the design, engineering, testing, operations, maintenance, monitoring, and system administration for the web hosting platform used to support the internal and external web sites sponsored by Headquarters Program organizations. There is insufficient information to calculate pro forma customer charges for the current billing period.

**Commercial Timesharing** - This activity facilitates automated access for both Headquarters and Field elements to a wide range of publications, professional references, and information retrieval services, through either the World Wide Web or commercial vendor-provided software. . Monthly charges are 1/12 of projected annual costs distributed to programs based on contracted annual vendor fees for the current fiscal year and charged on the basis of actual timesharing service usage of FY 2000. Usage-based costs associated with non-Headquarters site locations are displayed with the primary Field Operations element with which they are affiliated.

**Spectrum Management** - This activity provides Department-wide radio frequency and spectrum management services for communication equipment and spectrum-dependent systems. Monthly charges are 1/12 of projected annual costs allocated to programs based upon the established inventory of radio frequency authorizations assigned to each DOE Site location at the beginning of the fiscal year. Costs associated with individual site locations are displayed with the primary Field Operations element with which they are affiliated.

**PRO FORMA BILLING FOR IT INITIATIVES - FY 2001  
JUNE CHARGES (Whole Dollars)**

PROGRAM ORG	Pro Forma Monthly Charges - Networking Business Line						Pro Forma Monthly Charges - Telephone Business Line				Pro Forma Monthly Charges - Corporate IT Services				TOTAL PRO FORMA BILLING
	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAME SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGT.	
PRICING METHOD	# LAN Connec	# LAN Connec	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connect's + Serv Agrmnt	Usage	Usage + Service Fee + Equip	Service Plan Fee + Equip	# STU / STE Units	Pro Rata Usage (4 Categor's)	Service Level per Web Site	Percentage Usage (Prior FY)	Percentage of Freq Assigned	
BCA	6	1	0	0	0	0		0	0	0	0		595	0	603
BPA	6	1	0	0	0	0		0	0	0	0		0	0	8
CI	246	51	0	426	0	0		503	418	0	4		1,618	0	3,265
CN	239	49	75	406	86	0		694	661	771	0		0	0	2,981
CR	2,846	586	269	3,133	241	0		294	185	0	75,667		2,350	0	85,570
ED	479	99	68	406	140	0		553	96	0	5		50	0	1,894
EE	4,786	985	104	6,133	2,382	2,810		6,157	2,022	0	138		1,321	0	26,840
EH	3,887	800	2,705	3,112	1,229	0		1,564	792	0	509		0	0	14,598
EIA	26	5	0	7,907	80	0		18	116	0	2		940	0	9,095
EM	6,034	1,242	68	5,920	3,612	17,578		7,802	3,960	125	0		4,994	0	51,335
FE	2,374	489	0	2,149	67	3,043		374	408	0	12		3,898	0	12,814
GC	1,572	324	87	1,642	298	0		48	52	0	401		25,175	0	29,599
HG	414	85	0	507	54	0		0	0	0	0		1,032	0	2,092
IA	808	166	85	750	120	0		192	293	0	0		736	0	3,151
IG	1,513	312	68	1,217	222	0		1,331	320	0	0		1,289	0	6,273
IN	0	0	309	710	13	0		460	332	2,646	0		0	0	4,469
MA	8,815	1,815	410	5,576	2,239	0		2,701	2,949	0	26,258		22,178	0	72,941
NE	1,500	309	0	1,389	164	2,193		1,695	883	42	8		0	0	8,183
NNSA	7,082	1,458	1,683	8,242	0	3,308		0	0	4,563	0		85	0	26,420
DP	5,070	1,044	1,400	4,917	18,574	1,785		2,429	2,253	2,958	978		0	0	41,407
ADMIN	162	33	71	487	157	0		0	0	146	0		0	0	1,056
NN	1,850	381	212	2,839	2,431	1,524		2,513	1,016	1,458	5		85	0	14,314
NR	0	0	0	0	0	0		0	79	0	0		0	0	79
OA	297	61	1,978	426	158	0		901	285	333	0		0	0	4,440
PA	272	56	85	335	52	0		912	415	0	0		3,636	0	5,761
PC	123	25	70	71	49	0		0	0	0	0		0	0	338
PO	453	93	201	456	23	0		161	174	0	0		130	0	1,691
RW	1,843	379	382	2,534	165	2,366		921	584	0	1		4,576	0	13,752
S	369	76	0	507	201	0		1,413	802	333	4		0	0	3,705
SEAB	110	23	74	41	0	0		0	0	0	0		0	0	247
SC	4,669	961	3,992	4,724	2,244	1,172		6	724	42	28		0	0	18,563
SO	5,594	1,152	1,605	8,566	6,197	3,835		3,400	3,641	6,521	104,315		10,679	822	156,328
PMAs	6	1	0	0	0	0		0	0	0	0		0	0	8
WT	297	61	68	253	49	0		38	95	0	0		170	0	1,033
<b>SUBTOT HQ</b>	<b>\$56,667</b>	<b>\$11,667</b>	<b>\$14,385</b>	<b>\$67,538</b>	<b>\$41,250</b>	<b>\$36,306</b>	<b>\$0</b>	<b>\$37,079</b>	<b>\$23,552</b>	<b>\$15,375</b>	<b>\$208,336</b>	<b>\$0</b>	<b>\$85,453</b>	<b>\$822</b>	<b>\$598,431</b>

**PRO FORMA BILLING FOR IT INITIATIVES - FY 2001  
JUNE CHARGES (Whole Dollars)**

PROGRAM ORG	Pro Forma Monthly Charges - Networking Business Line						Pro Forma Monthly Charges - Telephone Business Line				Pro Forma Monthly Charges - Corporate IT Services				TOTAL PRO FORMA BILLING
	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAME SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGT.	
PRICING METHOD	# LAN Connec	# LAN Connec	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connect's + Serv Agrmnt	Usage	Usage + Service Fee + Equip	Service Plan Fee + Equip	# STU / STE Units	Pro Rata Usage (4 Categor's)	Service Level per Web Site	Percentage Usage (Prior FY)	Percentage of Freq Assigned	
AL (OPS)							14,419						18,703	0	33,123
AL (NNSA)							125,311						0	15,927	141,238
BPA							27,584						11,667	11,941	51,193
CH (OPS)							39,799						5,869	3,088	48,757
CH (NNSA)							665						0	0	665
FERC							0						99	0	99
NETL/Aib/Tuls							12,279						10,057	0	22,336
GO							23,530						0	0	23,530
ID							32,699						21,235	1,972	55,905
NPR / NPC							728						0	0	728
NV (OPS)							3,217						5,433	0	8,650
NV (NNSA)							18,031						0	8,568	26,599
OH							36,521						5,536	537	42,594
OR (OPS&STI)							51,062						3,476	2,710	57,249
OR (NNSA)							2,723						0	0	2,723
PNR (NNSA)							72,854						0	394	73,248
RF / Yucca Mt							19,120						5,092	999	25,210
RL							57,965						5,102	2,140	65,207
SEPA							501						85	0	586
SF (OPS)							19,149						19,815	4,254	43,219
SF (NNSA)							8,304						0	0	8,304
SPR							5,059						2,760	957	8,775
SR (OPS)							13,003						10,845	2,669	26,517
SR (NNSA)							1,091						0	0	1,091
SNR (NNSA)							7,514						877	545	8,937
SWPA							6,615						2,335	2,350	11,300
WAPA							17,472						6,064	17,589	41,125
<b>TOTAL DOE</b>	<b>\$56,667</b>	<b>\$11,667</b>	<b>\$14,385</b>	<b>\$67,538</b>	<b>\$41,250</b>	<b>\$36,306</b>	<b>\$617,214</b>	<b>\$37,079</b>	<b>\$23,552</b>	<b>\$15,375</b>	<b>\$208,336</b>	<b>\$0</b>	<b>\$220,503</b>	<b>\$77,462</b>	<b>\$1,427,335</b>

Note: For the field sites that include both NNSA and non-NNSA elements (AL, CH, NV, OR, SF, SR), total telephone charges for each site are allocated among those elements according to on-board population as of beginning FY2001 (10/07/00).

**PRO FORMA BILLING FOR IT INITIATIVES - FY 2001  
YEAR-TO-DATE CHARGES THRU JUNE (Whole Dollars)**

PROGRAM ORG	Pro Forma Charges - Networking Business Line						Pro Forma Charges - Telephone Business Line				Pro Forma Charges - Corporate IT Services				TOTAL PRO FORMA BILLING
	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAME SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGT.	
	PRICING METHOD	# LAN Connec	# LAN Connec	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connect's + Serv Agrmnt	Usage	Usage + Service Fee + Equip	Service Plan Fee + Equip	# STU / STE Units	Pro Rata Usage (4 Categor's)	Service Level per Web Site	Percentage Usage (Prior FY)	
BCA	58	12	0	0	0	0		0	0	0	267		5,357	0	5,694
BPA	58	12	0	0	0	0		0	0	0	0		0	0	70
CI	2,212	455	0	3,832	0	0		1,957	3,791	0	1,997		14,561	0	28,805
CN	2,154	443	676	3,650	1,465	0		3,534	6,035	6,938	1,015		0	0	25,908
CR	25,611	5,273	2,425	28,193	2,658	0		845	944	0	452,624		21,152	0	539,723
ED	4,307	887	612	3,650	817	0		1,553	837	0	5,143		450	0	18,256
EE	43,072	8,868	938	55,200	18,278	25,292		37,907	18,024	0	29,071		11,891	0	248,543
EH	34,982	7,202	24,341	28,011	10,254	0		9,643	7,627	0	18,356		0	0	140,416
EIA	233	48	0	71,167	521	0		62	885	0	19,920		8,458	0	101,294
EM	54,306	11,181	612	53,284	25,684	158,201		46,829	34,694	1,125	112,560		44,942	0	543,420
FE	21,362	4,398	0	19,343	927	27,390		3,046	3,752	0	50,910		35,084	0	166,211
GC	14,144	2,912	785	14,781	2,492	0		750	464	0	9,943		226,577	0	272,847
HG	3,725	767	0	4,562	166	0		0	0	0	2,082		9,287	0	20,589
IA	7,276	1,498	762	6,752	973	0		1,340	2,668	0	3,311		6,622	0	31,201
IG	13,620	2,804	612	10,949	1,846	0		9,821	3,177	0	14,631		11,605	0	69,064
IN	0	0	2,783	6,387	306	0		4,977	2,899	23,813	2,189		0	0	43,354
MA	79,335	16,334	3,692	50,182	27,476	0		18,842	25,431	0	220,111		199,605	0	641,007
NE	13,504	2,780	0	12,500	2,611	19,738		13,566	8,158	375	5,787		0	0	79,018
NNSA	63,735	13,122	15,143	74,178		29,774		31,365	30,300	41,063	125,108		765	0	424,552
DP	45,633	9,395	12,597	44,251	166,992	16,061		18,699	20,525	26,625	106,592		0	0	467,370
ADMIN	1,455	300	642	4,380	1,889	0		0	130	1,313	320		0	0	10,428
NN	16,647	3,427	1,904	25,547	28,191	13,713		12,666	9,003	13,125	8,371		765	0	133,359
NR	0	0	0	0	0	0		0	643	0	9,825		0	0	10,468
OA	2,677	551	17,801	3,832	3,402	0		7,228	2,566	3,000	2,243		0	0	43,300
PA	2,445	503	761	3,011	681	0		3,653	3,563	0	1,728		32,727	0	49,071
PC	1,106	228	627	639	818	0		944	556	0	267		0	0	5,183
PO	4,074	839	1,808	4,106	538	0		1,051	1,526	0	2,350		1,169	0	17,461
RW	16,589	3,415	3,436	22,810	872	21,293		5,140	5,128	0	8,920		41,188	0	128,790
S	3,318	683	0	4,562	847	0		9,781	7,855	3,000	1,606		0	0	31,652
SEAB	990	204	668	365	0	0		309	180	0	374		0	0	3,089
SC	42,025	8,652	35,928	42,518	28,968	10,552		111	6,692	375	80,768		0	0	256,589
SO	50,348	10,366	14,445	77,098	41,326	34,517		18,786	33,485	58,688	597,014		96,110	7,401	1,039,583
PMA's	58	12	0	0	0	0		0	0	0	80,362		0	0	80,432
WT	2,677	551	612	2,281	250	0		268	993	0	1,157		1,530	0	10,320
<b>SUBTOT HQ</b>	<b>\$510,000</b>	<b>\$105,000</b>	<b>\$129,464</b>	<b>\$607,842</b>	<b>\$371,250</b>	<b>\$326,756</b>	<b>\$0</b>	<b>\$233,308</b>	<b>\$212,232</b>	<b>\$138,375</b>	<b>\$1,851,813</b>	<b>\$0</b>	<b>\$769,077</b>	<b>\$7,401</b>	<b>\$5,262,518</b>

**PRO FORMA BILLING FOR IT INITIATIVES - FY 2001  
YEAR-TO-DATE CHARGES THRU JUNE (Whole Dollars)**

PROGRAM ORG	Pro Forma Charges - Networking Business Line						Pro Forma Charges - Telephone Business Line				Pro Forma Charges - Corporate IT Services				TOTAL PRO FORMA BILLING
	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAME SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGMT.	
PRICING METHOD	# LAN Connc	# LAN Connc	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connect's + Serv Agrmnt	Usage	Usage + Service Fee + Equip	Service Plan Fee + Equip	# STU / STE Units	Pro Rata Usage (4 Categor's)	Service Level per Web Site	Percentage Usage (Prior FY)	Percentage of Freq Assigned	
AL (OPS)							149,789						168,330	0	318,119
AL (NNSA)							1,301,739						0	143,344	1,445,083
BPA							260,718						105,004	107,470	473,192
CH (OPS)							380,428						52,825	27,793	461,045
CH (NNSA)							6,356						0	0	6,356
FERC							0						890	0	890
NETL/Alb/Tuls							123,358						90,510	0	213,868
GO							156,057						0	0	156,057
ID							276,758						191,112	17,748	485,618
NPR / NPC							8,509						0	0	8,509
NV (OPS)							33,866						48,896	0	82,762
NV (NNSA)							189,808						0	77,110	266,918
OH							200,715						49,825	4,834	255,373
OR (OPS&STI)							493,024						31,287	24,394	548,706
OR (NNSA)							26,295						0	0	26,295
PNR (NNSA)							389,134						0	3,550	392,684
RF / Yucca Mt							166,704						45,824	8,987	221,515
RL							702,266						45,921	19,259	767,446
SEPA							6,590						765	0	7,355
SF (OPS)							399,523						178,337	38,290	616,151
SF (NNSA)							173,245						0	0	173,245
SPR							108,456						24,837	8,610	141,903
SR (OPS)							139,734						97,604	24,017	261,355
SR (NNSA)							11,722						0	0	11,722
SNR (NNSA)							119,151						7,895	4,909	131,955
SWPA							68,512						21,017	21,147	110,676
WAPA							205,471						54,574	158,298	418,342
<b>TOTAL DOE</b>	<b>\$510,000</b>	<b>\$105,000</b>	<b>\$129,464</b>	<b>\$607,842</b>	<b>\$371,250</b>	<b>\$326,756</b>	<b>\$6,097,927</b>	<b>\$233,308</b>	<b>\$212,232</b>	<b>\$138,375</b>	<b>\$1,851,813</b>	<b>\$0</b>	<b>\$1,984,530</b>	<b>\$697,159</b>	<b>\$13,265,655</b>

Note: For the field sites that include both NNSA and non-NNSA elements (AL, CH, NV, OR, SF, SR), total telephone charges for each site are allocated among those elements according to on-board population as of beginning FY2001 (10/07/00).

Year-to-Date amounts for FTS and Cellular Telephones do not include the most recent two months of service because billing is issued two months after the month in which usage occurs.

**PRO FORMA BILLING FOR IT INITIATIVES - FY 2001  
PROJECTED ANNUAL CHARGES (Whole Dollars)**

PROGRAM ORG	Pro Forma Annual Charges - Networking Business Line						Pro Forma Annual Charges - Telephone Business Line				Pro Forma Annual Charges - Corporate IT Services				TOTAL PRO FORMA BILLING
	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAME SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGT.	
	PRICING METHOD	# LAN Connc	# LAN Connc	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connect's + Serv Agrmt	Usage	Usage + Service Fee + Equip	Service Plan Fee + Equip	# STU / STE Units	Pro Rata Usage (4 Categor's)	Service Level per Web Site	Percentage Usage (Prior FY)	
BCA	78	16	0	0	0	0		0	0	0	267		7,143	0	7,504
BPA	78	16	0	0	0	0		0	0	0	0			0	94
CI	2,949	607	0	5,109	0	0		3,356	5,055	0	2,008		19,414	0	38,498
CN	2,871	591	901	4,866	1,953	0		6,058	8,047	9,250	1,015			0	35,552
CR	34,147	7,030	3,233	37,591	3,544	0		1,449	1,258	0	673,249		28,203	0	789,704
ED	5,743	1,182	816	4,866	1,090	0		2,662	1,116	0	6,646		600	0	24,722
EE	57,430	11,824	1,250	73,600	24,371	33,723		64,984	24,033	0	29,350		15,855	0	336,420
EH	46,642	9,603	32,455	37,348	13,673	0		16,531	10,170	0	19,738			0	186,159
EIA	310	64	0	94,890	695	0		106	1,180	0	19,922		11,277	0	128,444
EM	72,408	14,908	816	71,046	34,246	210,935		80,278	46,259	1,500	112,560		59,923	0	704,879
FE	28,482	5,864	0	25,791	1,236	36,520		5,223	5,003	0	50,948		46,778	0	205,843
GC	18,859	3,883	1,046	19,708	3,323	0		1,286	618	0	10,696		302,102	0	361,520
HG	4,967	1,023	0	6,083	221	0		0	0	0	2,082		12,382	0	26,758
IA	9,701	1,997	1,016	1,997	1,298	0		2,297	3,557	0	3,311		8,829	0	41,008
IG	18,160	3,739	816	14,598	2,461	0		16,835	4,236	0	14,631		15,473	0	90,950
IN	0	0	3,710	8,516	408	0		8,532	3,866	31,750	2,189			0	58,971
MA	105,780	21,778	4,922	66,909	36,635	0		32,300	33,908	0	317,058		266,140	0	885,431
NE	18,005	3,707	0	16,667	3,482	26,317		23,256	10,877	500	5,797			0	108,607
NNSA	84,981	17,496	20,190	98,904	0	39,698		53,768	40,400	54,750	0		1,020	0	411,207
DP	60,845	12,527	16,796	59,002	222,656	21,414		32,055	27,366	35,500	108,279			0	596,441
ADMIN	1,940	399	856	5,839	2,518	0		0	173	1,750	320			0	13,797
NN	22,196	4,570	2,538	34,063	37,588	18,284		21,713	12,004	17,500	8,391		1,020	0	179,867
NR	0	0	0	0	0	0		0	857	0	9,825			0	10,682
OA	3,570	735	23,734	5,109	4,536	0		12,391	3,421	4,000	2,243			0	59,740
PA	3,260	671	1,014	4,015	908	0		6,262	4,751	0	1,737		43,636	0	66,253
PC	1,475	304	836	852	1,090	0		1,618	741	0	267			0	7,182
PO	5,433	1,118	2,411	5,474	717	0		1,802	2,035	0	2,350		1,558	0	22,898
RW	22,118	4,554	4,581	30,413	1,162	28,391		8,811	6,837	0	8,921		54,917	0	170,706
S	4,424	911	0	6,083	1,129	0		16,767	10,474	4,000	1,609			0	45,396
SEAB	1,319	272	891	487	0	0		530	240	0	374			0	4,112
SC	56,033	11,536	47,904	56,691	38,624	14,069		191	8,923	500	80,944			0	315,415
SO	67,131	13,821	19,260	102,797	55,102	46,022		32,205	44,646	78,250	886,950		128,146	9,868	1,484,199
PMA's	78	16	0	0	0	0		0	0	0	80,362			0	80,456
WT	3,570	735	816	3,041	333	0		460	1,324	0	1,175		2,040	0	13,495
<b>SUBTOT HQ</b>	<b>\$680,000</b>	<b>\$140,000</b>	<b>\$172,618</b>	<b>\$810,456</b>	<b>\$495,000</b>	<b>\$435,675</b>	<b>\$0</b>	<b>\$399,956</b>	<b>\$282,976</b>	<b>\$184,500</b>	<b>\$2,465,215</b>	<b>\$0</b>	<b>\$1,025,436</b>	<b>\$9,868</b>	<b>\$7,101,700</b>

**PRO FORMA BILLING FOR IT INITIATIVES - FY 2001  
PROJECTED ANNUAL CHARGES (Whole Dollars)**

	Pro Forma Annual Charges - Networking Business Line						Pro Forma Annual Charges - Telephone Business Line				Pro Forma Annual Charges - Corporate IT Services				
PROGRAM ORG	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAME SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGT.	TOTAL PRO FORMA BILLING
PRICING METHOD	# LAN Connec	# LAN Connec	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connect's + Serv Agrmnt	Usage	Usage + Service Fee + Equip	Service Plan Fee + Equip	# STU / STE Units	Pro Rata Usage (4 Categor's)	Service Level per Web Site	Percentage Usage (Prior FY)	Percentage of Freq Assigned	
AL (OPS)							256,781						224,440	0	481,221
AL (NNSA)							2,231,552							191,125	2,422,677
BPA							446,945						140,005	143,294	730,243
CH (OPS)							652,162						70,433	37,057	759,652
CH (NNSA)							10,895							0	10,895
FERC							0						1,187	0	1,187
NETL/Alb/Tuls							211,470						120,680	0	332,150
GO							267,526							0	267,526
ID							474,442						254,816	23,664	752,922
NPR / NPC							14,586							0	14,586
NV (OPS)							58,056						65,195	0	123,251
NV (NNSA)							325,386							102,813	428,199
OH							344,083						66,433	6,445	416,961
OR (OPS&STI)							845,185						41,716	32,526	919,426
OR (NNSA)							45,077							0	45,077
PNR (NNSA)							667,087							4,733	671,820
RF / Yucca Mt							285,779						61,098	11,983	358,860
RL							1,203,885						61,228	25,678	1,290,791
SEPA							11,297						1,020	0	12,317
SF (OPS)							684,897						237,783	51,054	973,734
SF (NNSA)							296,991							0	296,991
SPR							185,925						33,116	11,480	230,521
SR (OPS)							239,545						130,139	32,022	401,706
SR (NNSA)							20,094							0	20,094
SNR (NNSA)							204,259						10,527	6,545	221,331
SWPA							117,449						28,023	28,195	173,668
WAPA							352,236						72,765	211,063	636,064
<b>TOTAL DOE</b>	<b>\$680,000</b>	<b>\$140,000</b>	<b>\$172,618</b>	<b>\$810,456</b>	<b>\$495,000</b>	<b>\$435,675</b>	<b>\$10,453,590</b>	<b>\$399,956</b>	<b>\$282,976</b>	<b>\$184,500</b>	<b>\$2,465,215</b>	<b>\$0</b>	<b>\$2,646,040</b>	<b>\$929,545</b>	<b>\$20,095,570</b>

Note: For the field sites that include both NNSA and non-NNSA elements (AL, CH, NV, OR, SF, SR), total telephone charges for each site are allocated among those elements according to on-board population as of beginning FY2001 (10/07/00).

# memorandum

**DATE:**

**TO:**

Working Capital Fund, MA 1.4

**FROM:**

(Program Office)

**SUBJECT:**

Authorization for Advance Payment to the Working Capital Fund

This memorandum authorizes advance payment to the Working Capital Fund toward total projected annual requirements of this organization for Program Direction related goods and services. This payment represents a lump-sum amount and is intended to be applied to each business line. I acknowledge that the total amount authorized will be allocated by the Capital Accounting Center as appropriate to fund actual and/or projected costs on a "first incurred" or "most imperative" basis. As more information becomes available concerning actual usage rates for each business line, additional authorization may be necessary to adjust funding to actual costs incurred.

Where more than one Budget and Reporting (B&R) classification or Appropriation is indicated, actual costs incurred may be assessed in the same proportion as funding is provided, within each business line, unless otherwise specified. It is understood that the amounts hereby specified do not constitute spending limitations and that Working Capital Fund charges are assessed based upon actual costs incurred by this organization. Appropriate Funding Classifications and corresponding payment amounts are:

	<u>Funding Class I</u>	<u>Funding Class II</u>
Appropriation:	_____	_____
Allotment Symbol:	_____	_____
Fin Plan/Fund Type:	_____	_____
B&R (1 <sup>st</sup> six positions):	_____	_____
Amount This Action:	_____	_____
Total Payment YTD:	_____	_____

CC: George Tengan, CR-52