



UNITED STATES DEPARTMENT OF COMMERCE
Office of Inspector General
Washington, D.C. 20230

September 20, 2011

MEMORANDUM FOR: Lawrence E. Strickling, Assistant Secretary
for Communications and Information and Administrator,
National Telecommunications and Information Administration

FROM: Ann C. Eilers 
Principal Assistant Inspector General
for Audit and Evaluation

SUBJECT: Review of NTIA's Management and Oversight of the
Broadband Technology Opportunities Program
Booz Allen Hamilton Contract

We are initiating an audit of the effectiveness of National Telecommunications and Information Administration's (NTIA's) management and oversight of the Broadband Technology Opportunities Program Booz Allen Hamilton (BAH) contract. On behalf of NTIA, the Department of Interior's (DOI's) National Business Center entered into a \$99 million contract with BAH. Additionally, DOI's Acquisition Services Directorate awarded a \$5 million task order to ASR Analytics, LLC. Given the dollar value and breadth of the contracted services, adequate management and oversight is vital.

Our objectives are to determine (1) how NTIA ensures the receipt and quality of the goods and services they are paying for, (2) what specific controls exist to verify invoices and payment processes, and (3) how NTIA mitigates risks associated with the time and material contract and task orders.

We plan to begin work immediately. We will contact the audit liaison to arrange an entrance conference in order to discuss this audit. If you any questions, please call me at (202) 482-4328, or Katie Mckevitt, Project Lead for Recovery Act Oversight Task Force, at (404) 730-2063.

cc: Anthony G. Wilhelm, Director, Broadband Technology Opportunities Program, NTIA
Kathy Smith, Chief Counsel, NTIA
Milton Brown, Audit Liaison, NTIA