



The Deputy Secretary of Energy
Washington, DC 20585

MAR 26 2004

MEMORANDUM FOR DISTRIBUTION

FROM: KYLE E. MCCLARROW 
SUBJECT: A Single Integrated IT Infrastructure for the Department

The Department has made great progress in achieving efficiencies and economies of scale in working the President's Management Agenda (PMA) initiatives, and I thank you for your efforts thus far. There is, however, still work to be done. Early on we recognized an opportunity to reduce our operational costs and increase security by moving to a single, integrated information technology (IT) infrastructure. This model is common practice in both private industry and in agencies across the federal government. In this context, the DOE infrastructure incorporates utility-like functions (networks, desk-top computing, help desk and support) that are similar across all components.

This memorandum clarifies and reconfirms my commitment to a single, integrated IT infrastructure across DOE. The question is not whether we will do this, but rather how we will accomplish it. Standardizing and consolidating like functions to achieve efficiencies is at the core of both OMB and DOE-sponsored e-Government initiatives. This objective affects two PMA initiatives currently underway, the Extended Common Integrated Technology Environment (eXCITE), an internal DOE e-Government initiative, and the Department-wide IT Competitive Sourcing Study.

I have directed the Chief Information Officer to continue eXCITE implementation, which will provide standard desktop, e-mail, and related services to Headquarters Program Offices.

I have also asked her to meet with each of you, as necessary, to review the concept of operations as developed for the IT Competitive Sourcing Study. The scope of the IT study addresses the full range of services that support a single, integrated infrastructure. The study does not address corporate business systems like I-MANAGE or mission-specific systems that ride over the infrastructure. Management of corporate business and mission-specific systems will remain with the Program Offices.

Further, I have asked the CIO to accommodate your specific requirements to the fullest extent possible and to make every effort to integrate and leverage efficiencies already achieved. Please contact her directly with any questions you may have and to coordinate planning and implementation efforts.

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