

From: Bowman, Randal
To: [Murphy, Rosslyn](#)
Cc: [Fisher, George](#); [Barnett, Teri](#)
Subject: Re: D17PD00803 Software Licenses and DiscoverText Administrative Support
Date: Tuesday, June 06, 2017 7:53:30 AM

If Marcia says it is OK it is OK with me.

On Tue, Jun 6, 2017 at 8:41 AM, Murphy, Rosslyn <rosslyn_murphy@ios.doi.gov> wrote:
Is it okay to pay the attached invoice

On Tue, May 30, 2017 at 4:16 PM, Cash, Marcia <marcia_cash@fws.gov> wrote:
Yes from my perspective.

Dr. Shulman has created access to DiscoverText and DOI folks are using the program.

Marcia Cash
eERDMS - eRecords - BPHC Representative
eRulemaking / FDMS Administrator

U.S. Fish and Wildlife Service
Division of Policy, Performance, and Management Programs (PPM)
(Formerly Division of Policy and Directives Management - PDM)
5275 Leesburg Pike, MS: BPHC
Falls Church, VA 22041-3808
Telephone: **703-358-2013**
Fax: 703-358-1997

On Tue, May 30, 2017 at 2:43 PM, Murphy, Rosslyn <rosslyn_murphy@ios.doi.gov> wrote:

Is it okay to pay this invoice

On Tue, May 23, 2017 at 1:26 PM, Fisher, George <george_fisher@ibc.doi.gov> wrote:
Good Afternoon Dr. Shulman,

Attached is the fully executed task order for the software licenses and administrative support.

I will follow up with a Contracting Officers Representative (COR) appointment letter and a Government Representative (GR) appointment letter for your signature and return in a couple of hours.

Rosslyn Murphy will be appointed as the COR; she is cc'd. The COR approves all invoices and has authority over the GR.

Marcia Cash will be appointed as the GR and she is also cc'd. The GR is responsible for the daily task order management and is your primary contact. The GR is responsible for all technical aspects of the task order.

The COR and GR will work together for all invoice approvals with the GR communicating to the COR that the invoiced licenses or labor hours are correct and the invoice is okay to pay.

I have also included Teri Barnett and Ron Bowman in this correspondence so that everyone has a copy of the task order and all are aware of roles assigned.

Once the software licenses are delivered, you may invoice for them through IPP.

The labor hour contract lines (lines 030 and 040) may be invoiced when you feel it is appropriate, though once a month is preferred.

If you have any questions, please do not hesitate to contact me at the numbers below.

Thank you for your support to the Department of the Interior.

George Fisher
Contract Specialist

- Telework every Friday
- Scheduled Leave: 6/5/17 - 6/9/17

Acquisition Services Directorate
Interior Business Center
(703) 964-4815 (Office) Herndon
(571) 328-9671 (Cellphone)
(202) 208-1751 (Office) DC

George_Fisher@ibc.doi.gov

US Department of the Interior

Office of the Secretary

doi.gov/ibc

Your Focus: Your Mission

Our Focus: You

--

Rosslyn Murphy

Senior Advisor to the Director,
Business and Administrative Division
Office of the Assistant Secretary for
Policy, Management and Budget
U.S. Department of the Interior
1849 C Street, N.W., Room 5021
Washington, D.C. 20240
work: (202) 208-6654
fax: (202) 219-0241
cell: (202) 4655079

--

Rosslyn Murphy

Senior Advisor to the Director,
Business and Administrative Division
Office of the Assistant Secretary for
Policy, Management and Budget
U.S. Department of the Interior
1849 C Street, N.W., Room 5021
Washington, D.C. 20240
work: (202) 208-6654
fax: (202) 219-0241
cell: (202) 4655079