



DEPARTMENT OF THE NAVY  
OFFICE OF NAVAL RESEARCH  
SEATTLE REGIONAL OFFICE, WA

IN REPLY REFER TO

PMSAFY24CLRB-F  
March 25, 2024

Regina Swanson  
Property Compliance Officer  
Office of Contracts and Grants  
University of Colorado, Boulder  
3100 Marine Street, 572 UCB  
Boulder, Colorado 80309

Subject: PMSA Desk Review FY24

Regina Swanson,

The Office of Naval Research, Seattle, has performed a limited Property Management System Analysis (PMSA) of the University of Colorado, Boulder property management system. The PMSA, conducted on 03/25/2024 was performed in accordance with FAR and OMB requirements and within the guidance provided by the Office of Naval Research.

The objective of the PMSA was to ascertain the ability of University of Colorado, Boulder's property management system to protect, preserve, account for, and control government-owned property in their custody. The PMSA included various tests and analyses of the institution's internal management controls for property management, inventory procedures, reports, disposition activities and other areas as deemed necessary to perform the PMSA.

According to ONR records, the total value of ONR administered property at the University of Colorado, Boulder as of 03/25/2024 is \$6,607.00 for DOD.

An A-133 Single Audit was recently conducted which addressed the institution's overall property management system.

The University of Colorado, Boulder Property Policies and Procedures have been reviewed for completeness and have been found to be acceptable.

The University of Colorado, Boulder recently performed a physical inventory. The inventory was performed in accordance with their approved policies and procedures. There were no deficiencies identified during the physical inventory.

The Annual Reports that were submitted for this period contained accurate information.

The University of Colorado, Boulder has routinely requested disposition instructions within a reasonable timeframe after the property is no longer needed for its assigned project. University of Colorado, Boulder needs to make sure subcontract property is dispositioned prior to final disposition of primary award.

During the previous year, University of Colorado, Boulder submitted their required final property reports in a timely manner.

Based upon the results of this PMSA and in the judgment of the Administrative Contracting Officer, the property management system at the Regents of the University of Colorado, Boulder is compliant to protect, preserve, account for and control government-owned property.

Thank you for your assistance in this matter. If you have any questions, please contact me at [bernard.c.george2.civ@us.navy.mil](mailto:bernard.c.george2.civ@us.navy.mil).

Bernard George  
Administrative Contracting Officer

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