1) Question: What is the procedure for updating the quantity as you provide more GFP (same item). New entry or update existing?

Answer: If you need to add items or quantity to your contract, you would need to revise your GFP Attachment. You would select the option in the GFP Module to “Create from Existing” and search for the current Attachment by Contract Number. Once you have it, you would search for the GFP item you want increase and could update the quantity.

2) Question: Will this allow for realigning the GFP alphabetically? Can they be sorted in various ways, by NSN, etc. without affected Line items?

Answer: There is no sorting capability within the module, however, any GFP Attachment can be downloaded into Excel and the filtering capabilities in Excel can be used to restructure the content and find specific entries.

3) Question: If we add a copy of the module GFP Attachment as Attachment 1 to our physical contract, what happens when it's uploaded to EDA? Will there now be two GFP attachments tied to a single action? Will the Module version overwrite the physical attachment?

Answer: We do not recommend that you manually attach the GFP Attachment created via the Module prior to award because it would create confusing duplication. The GFP Module will send the GFP Attachment automatically to EDA when it finds a match with a contract award or contract modification. You can download and keep it with your contract files after award.

4) Question: How are reviewers added to the drop-down in the GFP Module?

Answer: All users registered with the role of reviewer, with that DoDAAC will be listed automatically in the drop-down when you input that DoDAAC and select the “Search” icon.

5) Question: Can a support contractor act in the role of an Initiator?

Answer: Yes, if that support contractor is approved for that role in WAWF. They can also request the role of Reviewer but cannot be an Approver.

6) Question: On the new GFP attachment the s/n and IUID fields were removed. Why?

Answer: The GFP Attachment is the planned property and prior to delivery, the exact items that will be provided to the contractor may not be known. However, the S/N and UIID will be tracked when the physical items are moved (i.e. during shipments and receipt by the contractor).

7) Question: How do we handle Contractor Acquired Property (CAP) that is a deliverable under the contract as it relates to this attachment module?

Answer: CAP would have to be delivered first before it would be put on the GFP Attachment.
8) Question: How does a contract specialist and/or PCO get access to the GFP module in WAWF?

Answer: In the near future, 1102s will automatically be assigned the role of Approver in the GFP Module in WAWF. Until the automatic assignment occurs, each role is requested by the user and goes through the supervisor approval and GAM activation process. This includes contracting specialists and PCOs.

9) Question: Will sites have a Group Account Manager (GAM) like EDA, CORT, IRAPT modules? Will a SAAR be required for the GFP Module or will the GFP Module?

Answer: The GAMs are being consolidated into a common structure and the GFP Module will fall under that structure. Because the GFP Module is a component of WAWF, new SAARs will not be required for existing WAWF users.

10) Question: Who should each role (Initiator, Approver, and Reviewer) be filled by (should it be the PCO, the PM, logistics, engineering, the contractor, etc.)? Can any of these three roles be filled by the same person?

Answer: The “Approver” can be the initiator of the GFP Attachment. There is no requirement in the module to have people assigned in the roles of “Initiator” or “Reviewer” if the “Approver” starts the process. However, if someone other than an 1102 is the “Initiator,” it will require them to assign a DoDAAC for the “Approver.” The “Reviewer” role is always optional. We expect that the Services may create local policy to address how they want these roles handled.

Here is our expectations about who would fill the various roles:

- Initiator: Requiring activity or program office knowledgeable about the GFP required for performance of the contract
- Reviewer: Material Control Activity, Logistics, Property Officer, Accountable Property System of Record personnel concerned about the impact to their inventories, workloads, or area of responsibility. There can be zero to many reviewers.
- Approver: Contracting officer, contract specialist, or administrative contracting officer

11) Question: Why do have 1102s be the Approver? Why isn’t it the PM? The contracting officer doesn’t know the required property for the contract or have approval for it, the PM does.

Answer: DFARS PGI 245.103-72 “GFP attachments to solicitations and awards,” which provides additional direction about the GFP Attachment, is a requirement on 1102s, like all other contract documents and contract attachments, so that is the reason 1102s are intended to be the “Approver.” The use of the term “Approver,” is meant to convey that someone in that role has determined that the list of GFP has been reviewed by the appropriate people and is the set of items that has been negotiated with the contractor for performance of the contract. It is “approved” to be attached to the contract award or modification or solicitation or amendment.
12) Question: Will this document be the actual GFP attachment to the contract? Or will there be a separate document, that has been previously done, that will be the actual GFP attachment to the contract?

Answer: It will generate the actual GFP Attachment for the contract. It will automatically send it to EDA for the electronic file, when it find a Contract Award or Modification that matches the contract information. It can be down loaded as PDF or Excel from the system to be used for hard copies and Solicitations and reviews by the contractor, etc., since this module will also create GFP Attachments for solicitations, too.

13) Question: What role does the contractor have with the GFP Module Attachment creation?

Contractors do not have any active role (they can’t be the Initiator, Reviewer or Approver) because creating the GFP Attachment for solicitations or awards is up to the government. If you want the contractor to review (for example if the GFP Attachment is for a legacy contract and you are catching up with policy) then that would have to happen offline. You can download any GFP Attachment as either PDF or Excel.

14) Question: Is this GFP attachment not required to be uploaded and included in the Contract Writing System and so the intent is that it will be attached upon approval in the GFP Module at the EDA attachment column?

Answer: The GFP Attachment will be automatically be uploaded and attached to the contract award, modification, or order in EDA when it finds the matching document so it is no longer manually uploaded or attached to the CWS for distribution to EDA.

15) Question: For identification purposes in the contract writing systems are you asking that folks include the identification of the GFP attachment in their section J, still, and have a separate sheet that says something like it is available as separate upload at EDA?

Answer: Yes, the GFP Attachment is still required to be identified in Section J of the contract. See the DoD Toolbox GFP Module Transition Page for instructions on a potential work-around for SPS that may provide assistance for other contract writing systems.

16) Question: Will DFARS PGI 204.7105(b ) be updated to explain how to number the attachments so that it matches with what this system creates as an attachment number to the applicable contract?

Answer: No update to PGI 204.7105 Contract exhibits and attachments is required. The Approver (an 1102) will need to ensure that the GFP Attachment is correctly numbered. The GFP Module will not assign an Attachment number. It is a manual entry.

17) Question: We work in ConWrite and in the SPO world where we have multiple PCOs on a program and working a contract and so it sounded like the initiator of the GFP forms needs to be in lock-step with the contracting office to ensure that they have the appropriate contract number
with appropriate Modification number and that all parties are aware so that there isn't a misalignment of a GFP attachment going to EDA with the wrong mod. Correct?

Answer: The Contract Number and/or Modification Number are not mandatory upon initiation of the GFP Attachment. If they are unknown, the Initiator would select “Pre-Stage.” If you “Pre-Stage” the GFP Attachment, the method for identification is entry of information in the “Program Name” field. The 1102 Approver would need to ensure they have the correct information about the Contract Number or Modification listed prior to final approval.