# Contracting eBusiness

**QUARTERLY NEWS BYTES | ISSUE NO. 5 | FY24 Q4** 

# Message from DPCAP/CeB Leadership

As we conclude Fiscal Year (FY) 2024 and start FY 2025, we are looking back at the community's achievements and excitedly forward to what's coming!

Most importantly, in FY24 we saw the significant expansion of the Components' new target contract writing capabilities to more locations. Each of the Army, Navy, Air Force, and 4th Estate are issuing new awards through their new systems, reducing the reliance on Procurement Desktop-Defense (PD2) and other legacy systems. In FY24 we also released version 2.7 of the Procurement Data Standard (PDS) to address the segmented line of accounting (SLOA) and items supporting contracting for major systems and version 1.0 of the Assistance and Other Transactions Data Standard (ADS), the first standard to address these non-Federal Acquisition Regulation (FAR) based instruments. DPCAP published a final rule to consolidate the Defense FAR Supplement (DFARS) clauses for government-furnished property (GFP) and establish a firm timeline for contractors to report to the GFP Module; as well as several DFARS Procedures, Guidelines, and Information (PGI) updates addressing procedures for reporting to the Federal Procurement Data System (FPDS) and contract closeout when the governmentwide commercial purchase card (GPC) is used as the method of payment. As a community we also continue to support the fielding of new enterprise capabilities provided in (1) the Procurement Integrated Enterprise Environment (PIEE) through the fielding of the Contract Property Administration Management (CPAM) module, increased capabilities in Supplier Performance Management (SPM), Solicitation Module, GFP Module, Purchase Card Oversight Module (PCOM), and Joint Appointment Module (JAM), among others; (2) the Supplier Performance Risk System (SPRS); (3) the Product Data Reporting and Evaluation Program (PDREP); (4) the new Procurement Business Intelligence Service (PBIS) at ADVANA; and (6) in the federal Integrated Award Environment including in the System for Award Management (SAM). Contractor Performance Assessment Reporting System (CPARS) and FPDS. Whew - that's a lot!

In FY25 there will be continued expansion of the Components' new contract writing capabilities – progressing toward the goal of being able to transition all activities from PD2 before its retirement date in FY26. We will also begin the modernization effort for the Clause Logic Service (CLS). We also anticipate deploying additional capabilities in PIEE this upcoming year and the deployment of the modernized Federal Financial Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS) capabilities within SAM at the federal level. In partnership with the Comptroller and financial management community, our procurement community will continue to work toward implementing processes, data, and system requirements to support the Department's efforts to obtain an unqualified financial audit opinion – tackling longstanding issues that affect our ability to transact business across the Procure-to-Pay (P2P) environment. And, of course, we look forward to seeing everyone at the 2025 P2P and Financial Audit Training Symposium in April!

# **QUICK BYTES**

- 1. Defense Pricing, Contracting, and Acquisition Policy (DPCAP)
- 2. DOD Procurement Toolbox
- 3. Defense Pricing, Contracting, and Acquisition Policy CeB
- 4. Contracting eBusiness Capabilities
- 5. Mandatory Use of Procurement Data Standard Punch-Out Capability
- 6. Fiscal Year (FY) 2023 Service Contract Reporting (SCR) Extension
- 7. Status of PD2 Technology Sunset Date
- 8. Product Service Code to Object Class Code Crosswalk, Version 2.3

2024 P2P Training Symposium Presentations are located on DPCAP's <u>Procure-to-Pay</u> website! There you can also access presentations from prior symposiums dating back to 2017.



# Procurement Business Intelligence Service (PBIS) in ADVANA

## **PBIS Move to Advancing Analytics (ADVANA PBIS)**

DPCAP has partnered with the Chief Digital and Artificial Intelligence (CDAO) to bring the PBIS suite of dashboard-like standard reports to Advancing Analytics (ADVANA), the Department of Defense's (DoD) centralized data and analytics platform.

The primary purpose of PBIS QLIK reports is to provide senior level insight to contracting data for recurring questions or focus areas to make well informed business decisions. We are in process of recreating the set of standard reports that were available in PBIS' original hosting environment, plus adding new ones related to GPC data and clause usage in contracts – so keep an eye on ADVANA! We have also established a PBIS Management Report Service (PBIS MRS) at Advana, which serves as a data repository used by Component systems to pull procurement data originally sourced from the FPDS. Collectively, the goal of PBIS is to provide the true health of the acquisition community's operating environment.

Users may access <u>ADVANA's Home Page</u> using a Common Access Card (CAC) certificate and Non-classified Internet Protocol Router (NIPR) connection. Establishing an <u>ADVANA Home Page account</u> will provide access to all ADVANA QLIK public applications.

Note, the PBIS QLIK applications are not public and will require creating an ADVANA Access Request ticket through their <u>Simplified Onboarding</u> Process.

Please visit the <u>DoD Procurement Toolbox - PBIS</u> for more information on ADVANA PBIS reporting capabilities, and additional onboarding details such as required forms, point of contact (POC) for PBIS MRS access, and acceptable use policy.

# Contracting Assistant for Awards and Micro-Purchases (CAAMP) Bot

## Introducing the CAAMP Bot, formerly known as the Section 889 Bot

We are thrilled to announce that the new CAAMP Bot will be deployed in the ADVANA environment in October 2024. This solution, formerly known as the Section 889 Bot, is designed to streamline procurement processes and enhance efficiency – especially for users making micro-purchases. The CAAMP Bot will provide users with an email response identifying an entity's data responses if it is registered in the SAM for the following:

- Completion and status of the <u>FAR 52.204-26 Covered Telecommunications Equipment or Services</u> to address Section 889(a)(1)(B) of the 2019 National Defense Authorization Act (NDAA) (Continued Capability)
- Active exclusions in accordance with FAR 9.405 Debarment, Suspension, and Ineligibility Effect of listing (Continued Capability)
- Vendor AbilityOne classifications in accordance with <u>FAR 8.7 Acquisition from Nonprofit Agencies Employing People Who Are Blind or Severely Disabled</u> (AbilityOne) (New Capability)
- Small Business classification (based on the entity's identified primary North American Industry Classification System (NAICS) code in their SAM registration) (New Capability) Note contracting officers are still required to check the entity's response in FAR provision 52.219-1

   Small Business Program Representations in SAM for the appropriate NAICS code for set-aside eligibility and reporting in FPDS when that provision is included in a solicitation

The ADVANA hosting platform, because it is on a DoD network, will also allow the CAAMP Bot to provide responses to authorized users for entities who have opted out of public display of their SAM registrations. (New Capability)

Once the Bot goes live in October 2024, users can send an email with a vendor Commercial and Government Entity (CAGE) code or Unique Entity Identifier (UEI) in the subject line to <a href="mailto:osd.section889request@mail.mil">osd.section889request@mail.mil</a> to initiate the process. For more information, please visit the <a href="mailto:DoD Procure-ment Toolbox">DoD Procure-ment Toolbox</a> - CAAMP.

# **Procurement Integrated Enterprise Environment (PIEE)**

#### What's New in PIEE

#### **Contract Deficiency Reports (CDRs)**

Managing CDRs is an important part of the post award administration of a contract. It might not be the most exciting, but it helps ensure the contract is executable and the vendor can be paid for the work they provide. There is a recognition that some CDRs are opened and acted upon outside of the existing CDR tool in PIEE. This makes reconciling and closing these CDRs a manual task. As of the PIEE release on 10 October 24, here are some new features that will make managing CDRs easier:

- Unresolved CDRs will be automatically closed when that contract is closed
- CDRs that are automatically closed will be systematically reopened if the contract is reopened in PIEE
- CDRs that have been returned or rejected for a year or more will automatically be closed

#### **Records Retention and Destruction**

PIEE's records retention and destruction utility has now been implemented for all records with a retention date of FY20 or prior. That is, contracts closed in FY10 and prior for Defense Logistics Agency (DLA) and the Navy and in FY14 and prior for all other components. The utility is working through the backlog of contracts, destroying over a million records each week and is expected to be destroying records real time by the end of the calendar year. More information is available at <u>DoD Procurement Toolbox – PIEE Records Retention & Destruction</u>.

#### Joint Appointment Module (JAM) for Governmentwide Commercial Purchase Card (GPC)

The JAM Auto-Termination Capability carries out daily, system-driven termination of GPC appointments associated with users who have PIEE roles that have been in an Archived status for 365 days. Archiving is triggered when users do not login to PIEE for 90 calendar days and when Government Administrators (GAMs) manually set a PIEE account to Inactive or Archived status. The easiest way to avoid auto-termination of necessary JAM GPC appointments is to regularly login to PIEE (e.g., use the PIEE/US Bank single sign on every time you conduct GPC business). Users who ignore PIEE Archive Warning emails increase their risk of being unable to timely perform required tasks; they also create unnecessary rework.

# **Spotlight - Solicitation Module**

The Solicitation Module is a portal for solicitations that was introduced as an enterprise-wide service for the DoD within PIEE. It provides a more automated and secure process for posting solicitations and attachments and receiving responses from industry. The module enables the posting of solicitations to either a widespread or restricted audience, including restricting access by attachment, and includes the ability to post draft and final solicitations and amendments; as well as control access to solicitations as needed. The module connects to SAM.gov's Contract Opportunities module. A one-page capability summary can be found at this <a href="link">link</a>. In FY24, 4,294 Solicitations and 8,952 Amendments were generated for industry in the Solicitation Module by the Services and Defense Agencies.

#### Is Use of the Solicitation Module Required?

The Solicitation Module is currently encouraged to publish solicitations and receive offers/bids. Contracting offices should not use file drop services such as DoD SAFE. Please see policy memo.

#### The Module Currently Supports Uploading Files. Are Electronic Transactions Supported?

Work to prepopulate certain data elements from modern target contract writing systems has been fielded on a limited basis. Electronic transactions in the form of PDS XML will be supported in the future. A team is currently assembled to work through requirements definition and development through PIEE's agile development process. Once implemented, Solicitations and other notice types can be generated in a users' contract writing systems and seamlessly passed to PIEE and SAM.gov's Contract Opportunities.

#### Where Can I Learn More About Solicitation Module?

See the presentation from the 2024 P2P and Financial Audit Symposium at this link.



## FY24 Service Contract Reporting (SCR)

FY24 Service Contract Reporting period opens 4 October 2024 and closes 31 January 2025.

The Office of Management and Budget (OMB) requires federal agencies to report on activities performed by service contractors annually. Entities with eligible contracts are required to submit a report in SAM.

#### Please Note:

- Eligible services contract data automatically flows from the Contract Action Report (CAR) in the FPDS to SAM.gov
- FPDS is authoritative and there is no ability to manually upload contracts to SAM for reporting
- If there is an error in CAR reporting, a correction to the CAR must be accomplished first for the eligible contract data to flow to SAM.gov for reporting

**Reporting Eligibility:** The criteria and thresholds for Service Contract reporting may be found in DFARS 204.1703 - Reporting Requirements. In summary, the criteria are as follows:

- Contract Action Type: Include BPA calls, purchase orders, awards that are delivery orders or task orders under an Indefinite Delivery Vehicle (IDV), and Blanket Purchase Agreement (BPA) calls. Excludes IDVs/Base Awards. Other Transactions (OTAs) are not FAR based actions and therefore not eligible for SCR reporting
- DoD Contract Dollar Threshold: For DoD, include FY09 to Current Fiscal Year awards
  where the total net amount of deobligations/obligations in FY24 is either greater than \$3M
  or less than -\$3M (Anything between -\$3M to \$3M will be excluded)
- DoD Contract Criteria: For DoD, include actions where the product service code (PSC) represents a service (begins with a letter) AND belongs to any of the following Category Management categories or subcategories:

#### **Category Management Categories or Subcategories**

I Information Technology 7.5 Motor Vehicles

2 Professional Services 7.6 Transportation Equipment

3.3 Security Services 9 Human Capital

Industrial Products and Services 18 Equipment Related Services

1 Package Delivery & Packaging 19 Electronic and Communications

7.2 Logistic Support Services

**Report Schedule:** Interim Reports will be posted to the SAM website every other week after the start of the Reporting Period for contracting officers to monitor their contractor's reporting status. The final Interim Report (Post Status Report 7) will be posted 14 January 2025. Note, if your contractors have not completed their reporting requirements by this date and appear on this final interim report as not completed, you will be unable to verify their submission status until after the close of the reporting period. Therefore, it would behoove all contracting officers to have their contractors complete their reporting requirements prior to the final Interim Report to ensure maximum compliance by closeout.

#### To Submit a SCR, the Contractor:

- Must be registered in SAM.gov for 'all awards'
- Must have an individual SAM.gov user account with the Entity Administrator, Entity Registration Representative, or Reporter role for that entity
- Must have one or more contracts awarded to that entity which meet the SCR reporting thresholds

Please note the SCR Compliance Reporting widget ONLY shows up in the contractor's workspace. This is the tool they will use to report to SAM.gov.

The role of a contracting officer representative and contracting officer is to review for reasonableness and consistency, and they should advise the contractor to make changes if warranted.

## **SAM SIDEBAR:**

SCR training resources can be found on the Federal Service Desk (FSD) Knowledge Base by entering "service contract reporting" into the search box.

Contracting Officers (CO), Contracting Officer Representatives (COR), and selected DoD personnel must register for a SAM.gov account using their government email address and request the FOUO **Entity Management Data Viewer** role (or permissions) to access/view SCR and BioPreferred reports.

If your contract meets SCR Reporting requirements but is not visible in SAM, first check FPDS. For more information please see the DoD Supplemental Guide for Determining SCR Eligibility for answers to Frequently Asked Questions regarding SCR.

Additional training slides and quick start guides for BioPreferred reporting and SCR are available on DoD Procurement Toolbox - SCR.

# Service Contract Reporting Key Dates:

04 Oct 24 - Enable FY24 Service Contract
Reporting

22 Oct 24 - Post Status Report 1

05 Nov 24 - Post Status Report 2

11 Nov 24 - Post Status Report 3

03 Dec 24 - Post Status Report 4

17 Dec 24 - Post Status Report 5

19 Dec 24 - OMB generates and posts the QA report

31 Dec 24 - Post Status Report 6

14 Jan 25 - Post Status Report 7

31 Jan 25 - Close FY24 Service Contract Reporting [12:00:01AM on 01 Feb 25]

04 Feb 25 - Post Status Report 8 - Final

11 Feb 25 - Post the Final FY24 Government-wide Service; Contract Inventory to OMB Max

# **Government Furnished Property (GFP)**

#### **GFP Dashboard**

Each quarter, DPCAP has posted GFP Scorecards (GFP DFARS Clauses Scorecard and GP Clause in Cost Reimbursable Type Contracts Scorecard) on the DPCAP website. DPCAP made a shift from Excel based GFP scorecards to business intelligence (BI) based scorecards in CDAO's ADVANA platform in May 2024. This enables OSD and the Components to track whether contracts containing FAR clause 52.245-1 - Government Property include the required DFARS GFP clauses as well - a key part of the Department's efforts to mitigate the Department's material weakness related to the Property in the Possession of Contractors financial audit focus area. The tool is providing near real time information to users.

GFP dashboards in ADVANA provide the following features:

- Raw Data on Contracts with FAR 52.245-1 (includes a lookup function)
- GFP Scorecards (Issuing Office Summary, Component Scorecard, and Other Defense Agencies (ODA) Office Summary)
- Pie Charts (comparing the performance of Components and ODA Offices for selected time frame)
- Short-Term Trend Analysis Charts (displaying GFP DFARS % compliance in one fiscal year snapshot view)
- Long-Term Trend Analysis Charts (displaying historical trend of a GFP DFARS % compliance)





To gain access to GFP dashboards in ADVANA, follow the instructions for the Simplified Onboarding Process in the ADVANA PBIS article in this newsletter. Once completed, log into the <u>ADVANA homepage</u>. Then, under Acquisition Lifecycle Management and Procurement, click GFP – Clause Dashboard and GFP – Allowable Cost Clause Dashboard. You could click the star button to save the report APP directly to your Favorites.

# **GFP Training**

There is extensive training available at <u>DoD Procurement Toolbox – GFP Training</u>. Subject matter experts lead frequent webinars on a variety of government property topics, such as <u>FAR 45 – Government Property</u> and <u>DFARS Part 245 – Government Property</u> policy, and how to perform specific actions in the GFP Module. There are classes geared to different DoD roles and some specific for contractors. A good introductory course is the GFP Process training, which provides an overview of the lifecycle roles and responsibilities and how they are performed by both government and contractors in the GFP Module. The next GFP Process training will be held 3 December 2024 from 10:00 to 11:30 a.m. EST. The slides for the GFP Process training and all the other government property courses are available at this <u>link</u>. A list of available classes through December can be found below, with more information on the DoD Procurement Toolbox:

Property Transfer for Contractors - 02 Oct 24, 10 - 11:30 AM EST

Property Transfer for Government Users - 03 Oct 24, 10 - 11:30 AM EST

Property Transfer using Excel option - 03 Oct 24, 1 - 2:30 PM EST

Property Loss Contractor - 24 Oct 24, 10 - 11:30 AM EST

Property Loss for Government Users - 24 Oct 24, 1 - 2:30 PM EST

GFP Basics - 06 Nov 24, 10 - 11 AM EST

GFP Intermediate Training - 07 Nov 24, 10 - 11:30 AM EST

Item Management - 07 Nov 24, 1 - 2:30 PM EST

Contractor Acquired Property Training (CAP) - 12 Nov 24, 10 - 11:30 AM EST

CAP Pre-Screening Training - 14 Nov 24, 10 - 11:30 AM EST

GFP Process Training - 03 Dec 24, 10 - 11:30 AM EST

GFP Attachment Training - 04 Dec 24, 10 - 11:30 AM EST

Plant Clearance Contractor - 10 Dec 24, 10 - 11:30 AM EST

Plant Clearance for Government Users - 11 Dec 24, 10 - 11:30 AM EST

FPDS.gov



## **Timely and Accurate CAR Submissions to FPDS**

DPCAP issued a memorandum, on 2 August 2024, "<u>Timely and Accurate Contract Action Report Submissions to the Federal Procurement Data System</u>," to remind contracting officers of their responsibilities for CAR submissions to FPDS. Timely and accurate CARs are statutorily required and allow officials throughout the Executive and Legislative Branches to perform essential government functions such as: promulgation of legislation, setting of public policy, allocation of resources, monitoring/auditing of use of taxpayer dollars, and more.

Concerning data inputs for CARs, contracting officers shall follow procedures and guidance at <u>DFARS PGI 204.606 - Reporting Data</u> when completing CARs. Instructions at this reference are instrumental in ensuring data consistency and accuracy.

While many Contract Writing Systems assist in providing inputs to the FPDS system, the Contracting Officer is responsible for ensuring inputs are accurate, complete, and provided when required. Where Components use batch processes to submit individual CARs to FPDS, Components shall ensure that the frequency complies with the timing requirements.

Additional FPDS.gov information is available on the Office of the Assistant Secretary of Defense, Acquisition & Sustainment website and the DoD Procurement Toolbox - FPDS.

## **Centralized Unique Program Identifier (CUPID) Reporting**

The DFARS PGI as recently updated for CUPID reporting instructions. Contracting personnel shall enter the CUPID 3-position code in the FPDS Contracting Action Report (CAR) data field 8B "DoD Acquisition Program". The CUPID allows program-related data to be easily discovered, linked retrieved and referenced. This is a refinement of the legacy Program Number (PNO). Reference the Defense Pricing and Contracting (DPC) Centralized Unique Program Identifier (CUPID) Implementation memorandum and go to the DFARS PGI 204.606(3)(xiii)(D) - Reporting Data, for updated CUPID procedures.

Program owners are also directed to register their Acquisition programs, regardless of the acquisition pathway selected, in the Defense Acquisition Visibility Environment (DAVE) located at this <u>link</u>. Additionally, program owners may also obtain an unclassified copy of the program list at DAVE.

The PDS and Purchase Request data Standard (PRDS) allow the CUPID to be identified as a reference number in contracts and purchase requests. Contracting personnel should locate the appropriate PRDS data element on PRs and carry this identifier forward on any resulting contract actions, using the proper PDS element.

# Financial Assistance Award Data Collection (FAADC) System Version 1.2 Scheduled Production Deployment

The FAADC section of FPDS is being updated to version 1.2, to be deployed on 16 November 2024. The FAADC section is the Department's method for reporting financial assistance information from DoD-awarded grants, cooperative agreements, and other assistance instruments in accordance with the Digital Accountability and Transparency Act (DATA) Act.

Highlights of FAADC Production Deployment V1.5 Service Pack 22 - FAADC Version Change 1.2 include:

- Ability to collect up to 5 Assistance Listings Numbers and Descriptions on a single award
- A new data element named "Discretionary" to indicate whether the financial assistance award is discretionary or prescribed by statute
- Updated the Funding Opportunity Number (FON) format to meet the new mandatory requirements for 1 October 2023 per OMB memo M22-02

Version 1.2 Release notes are located on the FPDS.gov site under the "Status" tab.

Recommend systems that currently interface with FAADC to recertify at least 30 days prior to the production deployment date. Version 1.2 Webservice Changes are available here: Webservices Specifications V1.2.

# Governmentwide Commercial Purchase Card (GPC)

## 2024 GSA SmartPay Training Forum

The 2024 General Services Administration (GSA) SmartPay Training Forum was held on 6-8 August in New Orleans. Over 3,500 GPC, Travel and Fleet Card representatives attended. DoD GPC Program personnel delivered training to GPC oversight personnel during the following sessions: Purchase Card Program Update, GPC Policy and Directives Brief, and GPC Electronic Systems Update Brief. These sessions addressed policy updates, system enhancements/processes, best practices, and lessons learned.

The below individuals were recognized by the Director of Contracting eBusiness, DPCAP during the 2024 GSA Training Forum. They performed at the highest levels this year in completing their responsibilities to provide oversight and controls for their Component's GPC Program. Additionally, they improved processes, developed agency-specific operating procedures, provided best practices to their users, and helped develop training that has improved the GPC program.

**Department of the Army:** Ms. Hye Yong Yi, Ms. Emily Banta, and the National Guard Bureau GPC A/OPC Level III team: Ms. Shemeka Harris, Ms. Milinda Knight, Mr. Leroy Griffith, Mr. Steve Bitgood, Mr. Khanh Do

Department of the Navy: Mr. Howard Olympia, Mr. Thomas Spagnola, Ms. Felisha Young

Department of the Air Force: Mr. Erik Broderson, Ms. Corrina Pellegrin D'Olivo, Major Alanna Camps

Department of Defense Education Activity: Mr. Kenneth Coaxum, Ms. Sanita Cox

Defense Health Agency: Mr. Ivanhoe Haylett, Jr
Defense Intelligence Agency: Mr. Daniel Deleon
Defense Logistics Agency: Ms. Jamie Banks Miles
DoD Office of Inspector General: Ms. Sonja Hart-Walton
Defense Threat Reduction Agency: Mr. Bradley C. Karn

Uniformed Services University of the Health Sciences: Mr. Brian Falasca

Washington Headquarters Services: Ms. Latanya Dorsey

# MARK YOUR CALENDARS!



# Standing Weekly/Monthly Calls

Name	Frequency	Time (Eastern)	Distro Point of Contact (POC)	Meeting Invite POC
PDS Bugzilla	Every Monday	1:30	tyler.a.caron.ctr@mail.mil	christopher.g.adams22.ctr@mail.mil
PRDS Bugzilla	Every other Monday	2:00	kristen.j.humphrey.ctr@mail.mil	kristen.j.humphrey.ctr@mail.mil
Assistance/OT Standard Bugzilla	Every other Monday	2:00	kristen.j.humphrey.ctr@mail.mil	kristen.j.humphrey.ctr@mail.mil
Production PIEE Support Request (PSR) Weekly Review	Every Tuesday	2:30	jason.birdsall@dla.mil	jason.birdsall@dla.mil
SAM TWG	Bi-Monthly Fourth Wednesday	1:30	jessica.m.williams126.civ@mail.mil	jessica.m.williams126.civ@mail.mil
DMT	Third Thursday	9:00	tyler.a.caron.ctr@mail.mil	christopher.g.adams22.ctr@mail.mil
PDS IPR - Part 1	Second Thursday	10:30 am	tyler.a.caron.ctr@mail.mil	christopher.g.adams22.ctr@mail.mil
PDS IPR - Part 2	Third Thursday	10:00 am	tyler.a.caron.ctr@mail.mil	christopher.g.adams22.ctr@mail.mil

#### Acronyms:

PDS - Procurement Data Standard || PRDS - Purchase Request Data Standard || OT - Other Transactions || PSR - Program Support Review || SAM - System for Award Management || TWG - Transition Working Group || DMT - Data Management Team || IPR - Integrated Product Review ||