

# Contracting eBusiness Quarterly News Bytes

Issue No. 2 | December 2023

## Quick Bytes

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Save the Date  
Procure-to-Pay and Financial Audit  
Training Symposium  
May 29 – 31  
2024

ORLANDO - FLORIDA

## Message From DoD Contracting eBusiness Leadership

With FY 2023 now behind us, we would like to thank all the dedicated and talented DoD professionals enabling contracting officers to obligate nearly half a trillion dollars equipping the warfighter with essential supplies and services. Our policies, data standards, common operating environments, and shared services fuel the mission!

Tremendous progress is being made in modernizing contract writing capabilities across the Department. We appreciate our each of our cross-functional and interagency partners, as collaboration and sharing across the DoD is in full swing. Thanks to incredibly hard work and strong relationships across organizational boundaries, not only did two Military Departments launch their new contract writing systems in FY 2023, but SOCOM and DoDEA were able to successfully award the Fourth Estate's first contracts through the Enterprise Contract Writing Module (ECWM). Thank you so much for leaning forward and advancing our collective efforts in moving to the next stage of sunseting legacy systems such as Procurement Desktop-Defense (PD2).

We welcome you to join us in this second issue of Quarterly Bytes to learn the latest news across the entire e-business landscape.

## News Items:

### Actions At or Below the Micro-Purchase Threshold Updated for Emergency-Type Operations (ETO)

On August 17, 2023, DFARS PGI 213.2 was updated to reflect the 2020 increase of the MPT to \$35,00 for procurement actions supporting ETOs when the purchaser is physically located **outside the U.S.** The PGI clarifies that:

Government purchasers located **inside the U.S. are prohibited** from using this MPT unless authorized by statute.

- The MPT for acquisitions subject to Service Contract Labor Standards remains \$2,500.
- The MPT for construction subject to Wage Rate Requirements remains \$2,000.
- ETO MPT is not authorized for humanitarian and peacekeeping operations.

Click [here](#) for Quick guide on Understanding Micro-Purchase Thresholds

### Joint Appointment Module (JAM) Updates Deliver Frequently Requested Features to The DoD Governmentwide Purchase Card (GPC) Community

In the November 2023 release, the Procurement Integrated Enterprise Environment (PIEE) delivered requested features to the DoD GPC community in JAM and certain emails affecting all PIEE users. Improvements were made to how training is entered, edited, tracked, and reported. The DoD GPC Program Office made strides to prepare PIEE to receive U.S. Bank data, allowing users to run reporting by Total Business Reporting hierarchy in addition to PIEE hierarchy. Many other quality-of-life changes make the management of accounts, appointments, and training more efficient—allowing for greater adherence to DoD- and Component-level policies and internal controls. Some notable enhancements include:

- Separation of DoD and Service Specific Training
- Additional email details outlining impacts of allowing accounts with appointments to go inactive
- Removal of the systematic addition of the acceptor role to all cardholder appointments

### Reporting Definitization Timelines of Requests for Equitable Adjustments (REA) Under Construction Contracts

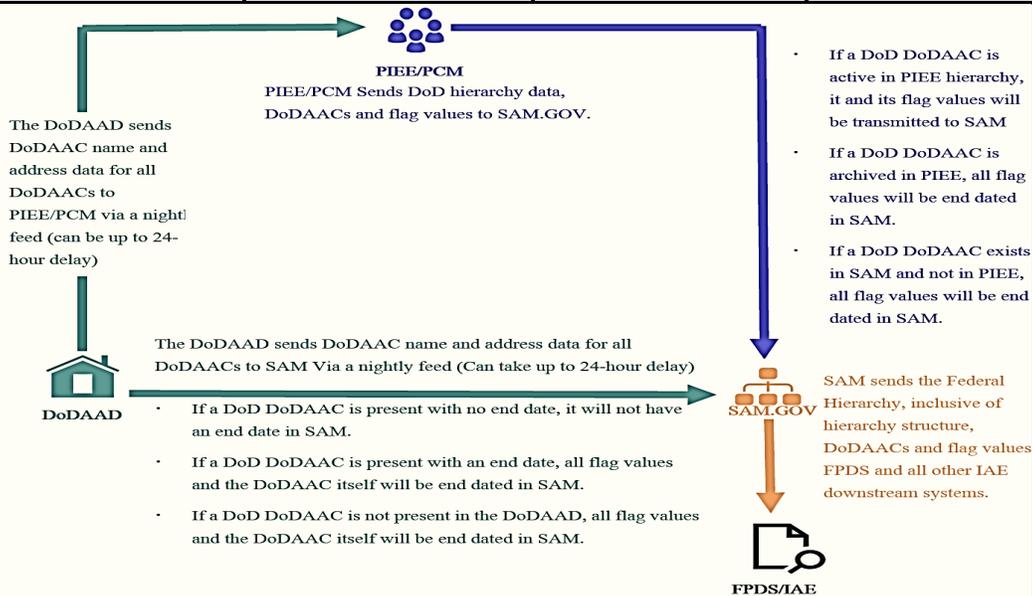
Effective October 30, 2023, DFARS PGI 205.205 and 236.211 was updated to provide guidance on (1) reporting data on the timelines for definitization of all requests for equitable adjustment for change orders received from contractors under construction contracts in the PIEE PALT / Protest / REA Tracker; and (2) the required attachment to solicitation notices in accordance with FAR 36.211.

Please See Quick Bytes 5 – 8 Above for Additional Recent Policy Memoranda Related to Business Operations

**DOD HIERARCHY IN PIEE**

Modernization efforts are underway to standardize the DoD procurement hierarchy across all DoD and federal enterprise procurement-related systems. As a result, the System for Award Management (SAM) and Federal Procurement Data System (FPDS) will implement the use of the PIEE organizational structure later this year. This will create consistency across DoD reporting, user role management, and pre- and post-award processes conducted at the federal and DoD levels. Once implemented, any necessary changes to the hierarchy being used in these systems must be accomplished in PIEE.

DODAAC MANAGEMENT ENVIRONMENT			
DoDAAD	PIEE/PCM	SAM.GOV	FPDS/IAE
What can I do here?	What can I do here?	What can I do here?	What can I do here?
Manage DoDAACs	Manage DoD Hierarchy & DoDAAC Flags	View Federal Hierarchy	View FPDS Hierarchy
<ul style="list-style-type: none"> <li>• Create DoDAACs</li> <li>• Update name and address for DoDAACs</li> <li>• End Date (Delete) DoDAACs</li> </ul>	<p><b>Manage DoD Hierarchy in the PIEE Admin Console</b></p> <ul style="list-style-type: none"> <li>• Add DoDAACs</li> <li>• Add Groups</li> <li>• Move DoDAACs</li> <li>• Move Groups</li> <li>• Rename Group</li> <li>• Archive DoDAACs</li> </ul> <p><b>Manage DoDAAC Flags in the PCM Module</b></p> <ul style="list-style-type: none"> <li>• Procurement</li> <li>• Grants</li> <li>• Funding</li> </ul>	<ul style="list-style-type: none"> <li>• View the Federal Hierarchy</li> <li>• View historical hierarchy changes</li> </ul>	<ul style="list-style-type: none"> <li>• View the FPDS Hierarchy (Should be the same as the Federal Hierarchy)</li> </ul>
<b>NOTE:</b> All DoDAAD updates are made through the Component's Central Service Point (CSP)	<b>NOTE:</b> Must have applicable GAM roles to manage DoD Hierarchy in the PIEE Admin Console and flags in PCM	<b>NOTE:</b> No DoD hierarchy, DoDAAC, or flag changes can be made directly in SAM	<b>NOTE:</b> No DoD hierarchy, DoDAAC, or flag changes can be made directly in FPDS



To maintain operational readiness in the procure to pay environment, it is critical that Components manage the purpose codes (Flags) for their DoDAACs in the Purpose Code Module (PCM) of PIEE. Once the transition is completed, PCM will be the only location where the purpose codes are managed. Components may assign Purpose Code Managers as desired. Purpose Code Managers will need to obtain the appropriate roles in PCM for the flag(s) they manage. It is recommended that Purpose Code Managers be aligned to the functional area of their purpose code (e.g., procurement professionals for the Procurement Office Purpose Code Manager role) so they can best determine whether the office has the authority indicated by the particular flag. For more information on PCM Transition go to [Policy Memo: DoD Standard Hierarchy Plan for Deployment at the Federal Level](#)

**COR CORNER**

**CREATION OF MULTIPLE APPOINTMENTS / NOMINATIONS ON MULTIPLE CONTRACTS**

This feature in JAM allows Delivery and Task Orders to be added to an existing Active or Inactive COR appointment. If the existing COR appointments has either an “A,” “D,” or a “G” in the 9th position of the contract number or is an order against a GSA issued contract, the CO/CS can open the COR appointment and select Add Delivery/Task Order button to add order(s) to the existing appointment. This reduces workload for the CO/CS/COR while complying with DOD policy to appoint a COR for contracts and orders. Training on this feature is available on the JAM and SPM homepage, “Training: ECP 1351 Multiple Appointments, Multiple Contracts, Adding Delivery/Task Orders”.

**PIEE SYSTEM DOWNTIMES**

- Development Systems: 2nd Friday of the month 8:00 PM – 2:00 AM ET
- Production Systems: 3rd Friday of the month 8:00 PM – 02:00 AM ET

**SERVICE CONTRACT REPORTING (SCR)****Q: What is SCR?**

**A:** Service Contract Reporting is a statutory requirement for federal agencies to report on activities performed by service contractors annually. Entities with service contracts that meet the reporting thresholds are **required** to submit a report on all cost-reimbursement, time-and-materials, and labor-hour service contracts and orders. See DFARS 204.17 for specific DoD requirements.

**Q: What contract types are subject to SCR?**

**A:** All FAR-based contracts that meet the DFARS 204.17 requirements are subject to SCR with the following notes:

- Reporting occurs at the task/delivery/call order level; not at the IDIQ/BPA/BOA level
- Non-FAR-based awards (such as Other Transactions) are not subject to SCR requirements

**Q: What are the criteria and thresholds for Service Contract reporting?**

**A:** DFARS 204.1703 requires reporting SCR if the contract falls into **ALL THREE** of the following criteria:

- Period of performance occurred between October 1- September 30 of the previous fiscal year **AND**
- The product service code (PSC) reported to FPDS indicates a procurement of services AND it belongs to one of the identified Category Management Categories **AND**
- Contract Action Report (CAR) action obligation or deobligations totals in FPDS were in excess of \$3M during the reporting period. SCR eligibility depends on the Action Obligation (Total) value (**NOT** the Total Contract Value); **in the FY**  $\geq$  \$3M or  $\leq$  -\$3M. Anything between -\$3M to \$3M will be excluded).

**Q: When does service contract reporting period open and close?**

**A:** The SCR reporting period opens annually at the beginning of October through the end of January. For FY 2023 data reporting, the annual SCR submission date beginning **October 5, 2023**, and extends through **January 31, 2024**. Contractors may submit and correct reports in SAM through this date.

**Q: How does SAM generate the actions for which Service Contract Reports are required?**

**A:** SAM obtains contract data from FPDS based on applicable Service Contract Reporting thresholds and criteria outlined in DFARS 204.17, subpart 204.1703 and PGI 204.17. SAM enables Service Reporting at the beginning of each reporting period. **SCR reports are not accessible to view/edit outside the open period.**

**Q: Where can I find more information or training on SCR?**

**A:** For information, memoranda, and other information about SCR, including user guides for Federal and Non-Federal users, go to the

[DoD Procurement Toolbox Service Contract Reporting Page.](#)

**NEW SBA-CERTIFICATIONS -2023 FAR CASE 202-013, CERTIFICATION OF WOMEN-OWNED SMALL BUSINESS**

SAM implemented the new SBA-Certifications data values in November 2023. The new Socio-Economic values are:

- SBA-Certified Women-Owned Small Business (A9)
- SBA-Certified Economically Disadvantaged Women-Owned Small Business (A0)

These new business types have been deployed to the following system

- SAM Entity Management (EM) registrations and extracts
- FPDS
- SAM Contract Opportunities
- SAM Data Bank

The SAM Entity Management (EM) Data Dictionary and Extract Mapping documents are available via: SAM.gov --> Data Services --> Data Dictionary --> Entity Information

**SAM SIDEBAR****MANAGING YOUR SYSTEM ACCOUNT IN SAM.GOV**

**System Accounts** are for information systems that need to connect to SAM.gov for large data transactions on a repeated basis. The **System Account Administrator (SSA)** maintains the account by managing the Authorization to Operate (ATO), Application Programming Interface (API) key rotation and system account renewals.

**Authorization to Operate (ATO)** is an annual certification, accreditation, and approval process required for connecting systems to SAM.gov. The SSA must review the current ATO to ensure the ATO expiry date does not equal the system account expiry date. If the ATO is expiring on the same date as the system account, the renewal action cannot be completed. An updated ATO must be used, or the renewal will not be approved.

**API keys** are unique electronic codes generated every 90 days by SAM.gov. The SSA must retrieve the key as soon as it is auto generated and replace it before the current key expires.

**System Account Renewal** is a GSA required annual review of system accounts to verify the details of the account, agreements, and points of contact. (*This is not the same as rotating the API key*). If the renewal is not completed prior to system account expiration date, the system account will deactivate. SSA may navigate to the System Account Workspace or select the link provided via email notification to begin the renewal process.

To access the complete IAE SAM System Account User Guide click [here](#). For additional information, see the [SAM.gov System Access and Interfaces](#) section of the DoD Procurement Toolbox, or [FSD.gov](#)



## LATEST SERVICE PACK IMPACT (SP 19)

FPDS Service Pack 19 deployed on 10/28/2023. FPDS SP19 content can be found here: [V1.5\\_SP\\_19.0](#) and the content highlights are as follows:

- **New Business Rule for Solicitation Date When FAR 13.5 Is Referenced:** The "Solicitation Date" is required when "Solicitation Procedures" on the Referenced IDV is "Simplified Acquisition"; "Simplified Procedures for Certain Commercial Products and Commercial Services" is "Yes"; and "Base and All Options Value (Total Contract Value)" is greater than \$250,000."
- **Contracting Agency ID Grayed Out on OT Mods:** Fix now allows the Contracting Agency ID to be open for editing.
- **Period Of Performance Start Date Propagation Issue:** Fix allows correction to the base IDV for the Performance Start Date to propagate the new value to all existing IDV modifications that are signed on or after 10/25/2019.
- **Domestic or Foreign Entity Propagation Issue:** Fix allows propagation of updated value upon modification of an FSS or Novation Agreement.
- **Entity Name or Address Update Logic Issue Fixed:** When "Reason for Modification" is 'Unique Entity ID Or Legal Business Name Change - Non-Novation', the system will update fields with most recent Entity Information from SAM.

## DoD ACQUISITION PROGRAM

The **DoD Acquisition Program Code (Data Dictionary Element 8B)** was updated in FPDS with the active codes from the Defense Acquisition Visibility Enterprise system (DAVE) on 10/26/23. CWS owners may contract DoD FPDS System Administrators for the updated list.

## FPDS TIP & TRICKS

**MULTIPLE OR SINGLE AWARD IDV (Data Dictionary Element 6E).** If an FPDS user attempts to correct the multiple or Single Award IDV value on a finalized IDV with multiple orders, they will receive the following error message "**Multiple or Single Award IDV" cannot be corrected because Orders/Calls referencing this IDV exist. Please check with your System Administrator for further action**". In order to correct the CAR, the user must **submit a FSD ticket** for a Data Management Fix. DM fix request must be approved at the DoD level. The link below provides the prerequisites and instructions to create a helpdesk ticket to correct a Multiple or Single Award IDV value. [Multiple or Single Award IDV Correction Requests](#)

## FPDS FAST FACTS

### WHAT IS A DM FIX?

Data Management Fixes (DM Fix) are changes that are made to the FPDS data as authorized by GSA PMO/Department/Agency administrator. Data Fixes that are significant or have impacted more than 5,000 Awards/IDVs are listed on the FPDS website, under the "Status" tab. Click [here](#) to see latest DM fixes

### NEED YOUR CONTRACT WRITING SYSTEM TO INTERFACE WITH FPDS?

Review following document for guidance:

- [Certification Process](#)
- [Certification Form](#)

### KEEP UP WITH FPDS PRODUCTION RELEASES

- Contact CMANAGE ([fpdscmanage@gsa.gov](mailto:fpdscmanage@gsa.gov)) and request to be added to the email distribution.

### SYSTEM DOWNTIMES

- FPDS.gov (Beta) 1st Friday of the Month 3:00 PM - 7:00 PM (ET)
- FPDS.gov (Production) every 3rd Saturday of the Month 8:00 AM - 3:00 PM (ET)