



U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

DATE: JUN 14 2007

TO: Chief Acquisition Officers, Directors of Offices of Small and Disadvantaged Business Utilization, and Procurement Executives

FROM: Paul S. Hsu
Associate Administrator for
Government Contracting and Business Development

SUBJECT: Extension of Suspense Date for Review and Editing of Data in the Federal Procurement Data System-Next Generation

Earlier, we issued a memorandum entitled "Agency Actions for Issuance of FY 2006 Small Business Goaling Report, and Re-issuance of the FY 2005 Small Business Goaling Report." (For convenience, copy attached.) In that memorandum, we described procedures to prepare data in the Federal Procurement Data System-Next Generation (FPDS-NG) for this use. Specifically, we noted that the Small Business Goaling Report (SBGR) tool would be released to acquisition agency system administrators on April 20, 2007, for use in reviewing FY 2005 and FY 2006 data, and that a series of 'anomaly' report would be issued to support data review and editing. We also noted that the SBGR tool would be released to the public on May 18, 2007, and that agencies should correct data by May 17, 2007.

As of the May 17, 2007, suspense date, the majority of agencies had not reported completion of the review and correction process. Several agencies had reported that they would not be able to complete the process before that date. Additionally, through that date, the FPDS-NG Reports Group was working with the system vendor to complete additional changes to the SBGR.

For these reasons, we are extending the suspense date to June 30, 2007, and communicated our intent to do so to Directors of Offices of Small and Disadvantaged Business Utilization at the Small Business Procurement Advisory Council meeting of May 22, 2007. Therefore, we will 'lock down' the FPDS-NG database at 11:00 p.m., on June 30, 2007. The SBGR reporting tool will be released to the public on July 21, 2007. On or about that date, we will release a revised 'official' SBGR for FY 2005, and the 'official' SBGR for FY 2006.

Please be advised that we will grant no further extensions of the subject suspense date. We will issue the SBGRs based on data contained in FPDS-NG on June 30, 2007. Further, in issuing the reports we plan to describe steps taken to ensure the integrity of data, and to advise that challenges to the integrity of specific contract records, regarding characterization as having been awarded to small businesses, be addressed directly to the cognizant acquisition agency.

If you have questions in this matter, please be in touch with Mr. Arthur E. Collins, Jr., Director for Government Contracting, at arthur.collins@sba.gov, or Mr. Robert Connolly, Senior Program Analyst, Office of Government Contracting, at robert.connolly@sba.gov. In advance, thank you for your attention, and your continuing efforts to ensure contracting data integrity, transparency, and accountability.

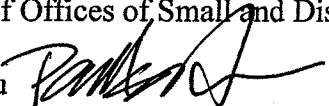
Attachment



U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

DATE: April 17, 2007

TO: Chief Acquisition Officers
Directors of Offices of Small and Disadvantaged Business Utilization

FROM: Paul S. Hsu 
Associate Administrator for
Government Contracting and Business Development

SUBJECT: Agency actions for issuance of FY 2006 Small Business Goaling Report,
and Re-issuance of the FY 2005 Small Business Goaling Report

We appreciate your continuing efforts to perfect electronic contract records contained in the Federal Procurement Data System-Next Generation (FPDS-NG). Your work in ensuring correction of contracting records that were erroneously characterized as having been awarded to small businesses is very important in increasing public confidence in the database, improving stewardship over resources and programs, and in making sure that genuine contracting opportunities are available for small business competition.

We are preparing to issue the FY 2006 Small Business Goaling Report (SBRG) and to re-issue the FY 2005 report. A series of events and action will culminate in production of the reports.

- A new SBGR generation tool has been developed, using Informatica software, consistent with standard FPDS-NG reporting procedures.
- The SBGR tool will be released to your agency's FPDS-NG System Administrator in Service Pack 48, on April 20, 2007. This will enable him or her to run reports and review FY 2005 and FY 2006 data for quality assurance purposes.
- The SBGR tool will be released to the public in Service Pack 49, on May 18, 2007. This will enable the public to "run" the SBGR for any particular period of time, including October 1, 2005 through September 30, 2006 – FY 2006. For this reason, it is important that agencies have reviewed FY 2006 and FY 2005 data, and made any corrections necessary by May 17, 2007.

To ensure greater data integrity, the FPDS-NG developer will issue a series of 'Anomaly Reports,' designed to identify possible data miscodes to your agency's FPDS-NG System Administrator, with copies to SBA. The vendor should issue these reports by April 20, 2007. Anomaly reports will include the following.

- A listing of records for which the 'Vendor' is a state government, local government, university, hospital, etc. and the contracting officer's 'Business Size' selection is 'Small Business.'
- A listing of records for which the 'Type of Set-Aside' is one of the small business set asides, and the contracting officer's 'Business Size' selection is 'Other than Small Business.' (FPDS-NG contains validation rules to prevent such occurrences. However, a review of selected records shows that there are instances when the validation rules may not have worked as designed. The FPDS-NG developer is determining the cause, and is committed to making validation rules corrections, as needed.)
- A run of the FY 2005 list of miscoded actions identified in August of 2006 against the corrected FY 2005 data.
- The FY 2006 SBRG vendor list.

We ask that your agency take the following actions.

- By 11:00 p.m., May 17, 2007, using the above noted reports, review and correct records for contract actions that were coded as having been made to small businesses, but were, in fact, made to entities that were 'Other than Small.'
- By May 17, 2007, prepare and forward to SBA a listing of those records (FY 2005 and FY 2006) of contract actions that were coded as having been made to small businesses, but for legitimate reasons appear in FPDS-NG as being held by entities that are other than small (e.g., awards to firms that were small at time of award, but over the term of the contract have outgrown the relevant size standard.). Kindly annotate the spreadsheets you receive from the FPDS-NG vendor with brief reasons why the records were appropriately characterized as awards to small businesses despite appearances to the contrary, and e-mail them to Mr. Robert Connolly, at robert.connolly@sba.gov. For convenience, please use the rightmost column of the file that is sent to you for your notes, being precise, consistent, and brief.

In advance, thank you for your attention to this matter, and your continuing efforts to ensure contracting data integrity, transparency, and accountability. If you have questions in this matter, please be in touch with Mr. Arthur E. Collins, Jr., Acting Director for Government Contracting, at arthur.collins@sba.gov, or Mr. Robert Connolly, Senior Program Analyst, Office of Government Contracting, at the above noted e-mail address.