

APD ALERT

Fiscal Year 2005 Federal Procurement Data System – Next Generation (FPDS-NG) Class Deviation



A class deviation was just approved from the Federal Acquisition Regulations for fiscal year 2005 for reporting contract actions into FPDS-NG. A copy of the Class Deviation is enclosed for your information. This ALERT replaces APD ALERT 2004-15, dated September 2004. This ALERT impacts warranted non-procurement personnel as well as procurement personnel.

Continue to use FPDS-NG to report transactions over \$25,000 and actions under the Small Business Competitiveness Demonstration Program/Designated Industries Group regardless of dollar value. All other transactions will be consolidated through summary information in accordance with the procedures in AGAR Advisory 62.

If you have any questions regarding FPDS-NG, please contact Angelia Fleming Loggie on 301-504-1730, or via e-mail at aloggie@ars.usda.gov.

Enclosure

ISSUE DATE: September 2004

APD ALERT NO. 2004-16

**United States
Department of
Agriculture**

Enclosure

September 27, 2004

Office of the
Assistant
Secretary for
Administration

TO: Procurement Council

Office of
Procurement
and Property
Management

FROM: W.R. Ashworth (G. Haggstrom for) /s/
Senior Procurement Executive

300 7th Street
Southwest
Room 302
Reporters
Building

SUBJECT: Federal Procurement Data System – Next Generation (FPDS-NG) Reporting
and Class Deviation from Federal Acquisition Regulation (FAR) Section 4.602(c)(4)

Washington, DC
20024-9300

The purpose of this memorandum is to provide preliminary information on the procedures for reporting contract actions into FPDS-NG after September 30, 2004.

AGAR Advisory No. 62 established the Department of Agriculture (USDA) procedures for FPDS-NG reporting through September 30, 2004.

Pursuant to FAR 4.602(c):

1. All transactions over \$2,500 and modifications to those transactions regardless of dollar value must be reported. (FAR 4.602(c)(1))
2. Agencies participating under the Small Business Competitiveness Demonstration Program shall report as individual contract actions all awards, regardless of dollar value, in the designated industry groups. (FAR 4.602(c)(2))
3. Agencies may elect to report transactions at or below \$2,500 (Except that reporting is not optional for awards in the designated industry groups – see subparagraph 2, above.) (FAR 4.602(c)(3))
4. Until September 30, 2004, agencies had the option of reporting contract actions between \$2,500 and \$25,000 in individual or summary form. After September 30, 2004 only individual contract action reports are to be submitted. (FAR 4.602(c)(4))

The USDA Senior Procurement Executive has approved a class deviation from FAR Section 4.602(c)(4). A copy is attached for your information. The deviation was approved subject to consultation with the Chairperson of the Civilian Agency Acquisition Council. That consultation has occurred. Accordingly, effective October 1, 2004:

1. USDA will continue to report contract actions over \$25,000 as individual contract actions.

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2. Transactions between \$2,500 and \$25,000 may continue to be reported in summary form by agencies that have not implemented the Integrated Acquisition System (IAS).
3. As agencies/offices implement IAS, they will transition to individual contract action reporting for all transactions through IAS, which has an automatic link for submitting reporting information to FPDS-NG. Agencies that have implemented IAS may, at their option, report transactions under \$2,500 to FPDS-NG.

Procedures:

1. Agencies/offices that have implemented IAS, once version 2.2 is released on October 4, 2004, will submit *individual contract action reports* to FPDS-NG in accordance with FAR 4.602(c)(1) and (2).
2. Agencies/offices that have NOT implemented IAS, will continue to submit transactions over \$25,000 as individual contract actions through the FPDS-NG web portal. Transactions between \$2,500 and \$25,000 (except for awards in the Small Business Competitiveness Demonstration Program DIGs), will continue to be collected as summary information in accordance with the procedures in AGAR Advisory 62.

Open Issues:

1. The Office of Procurement and Property Management (OPPM) is working with the FPDS-NG Program Office and Contractor to determine how the summary information for transactions between \$2,500 and \$25,000 can be input into FPDS-NG.
2. For IAS users, the method for reporting purchase card transactions over \$2,500 is under review in OPPM.

OPPM will be seeking input from the agencies in resolving the open issues. Your assistance in developing a methodology for reporting contract actions until IAS is fully implemented in USDA would be greatly appreciated.

Questions may be directed to Tracy Blackburn 202-720-7415 or by email to tracy.blackburn@usda.gov or to Pat Honda at 202-720-8924 or by email to pat.honda@usda.gov.

Attachment

August 19, 2004

TO: W. R. Ashworth
Senior Procurement Executive

FROM: David J. Shea /s/
Chief
Procurement Policy Division

SUBJECT: Request for Class Deviation from Federal Acquisition Regulation (FAR) Section 4.602(c)(4)

In accordance with the FAR 1.404 and Agriculture Acquisition Regulation (AGAR) 401.404, your approval to deviate from FAR section 4.602(c)(4) is requested.

FAR section 4.602(c)(4) provides that, until September 30, 2004, agencies may report contract actions between \$2,500 and \$25,000 in either individual or summary form. After September 30, 2004, however, agencies shall submit only individual contract action reports.

The purpose of this deviation is to permit the Department of Agriculture (USDA) to continue to report only those contract actions over \$25,000 as individual contract actions; while continuing to report those between \$2,500 and \$25,000 in summary form.

Currently USDA acquisition personnel submit individual contract action reports over \$25,000 to the Federal Procurement Data System – Next Generation (FPDS-NG) by manual entry through the FPDS-NG web portal. Actions between \$2,500 and \$25,000 are consolidated in the USDA legacy system (PRCH) and reported in summary form. The capability to report such actions on an individual basis is not available in PRCH. Acquisition personnel are not available to accomplish the increased workload of manually reporting each contract action between \$2,500 and \$25,000.

The planned Integrated Acquisition System (IAS) will have the capability of submitting individual contract action reports, regardless of dollar value, to FPDS-NG on a machine-to-machine basis. As IAS is deployed, USDA agencies will transition from summary reporting of actions between \$2,500 and \$25,000 to individual contract action reporting in accordance with the requirements of FAR section 4.602(c)(4).

The rollout of IAS with the necessary functionality to permit individual contract action reporting to FPDS-NG will commence in the first quarter, fiscal year (FY) 2005. The targeted completion for the IAS rollout is the 4th quarter of FY 2006. Accordingly, approval of a class deviation to FAR section 4.602(c)(4) to allow USDA to continue reporting actions between \$2,500 and \$25,000 in summary form until IAS is fully implemented USDA-wide is requested.

As required by FAR 1.404, this class deviation is subject to consultation with the Chairperson of the Civilian Agency Acquisition Council (CAA Council).

APPROVAL:

In accordance with FAR 1.404 and AGAR 401.404, and subject to consultation with the Chairperson of the CAA Council, I authorize this class deviation from FAR section 4.602(c)(4).

G. Haggstrom /s/
W. R. Ashworth, Senior Procurement Executive

8/20/04
Date