

# DEPARTMENT OF THE TREASURY WASHINGTON, D.C. 2022

Acquisition Bulletin (AB)

No. 02-24 Sept. 23, 2002

Corey M. Richa

#### MEMORANDUM FOR THE BUREAU CHIEF PROCUREMENT OFFICERS

**FROM:** Corey M. Rindner, Director

Office of the Procurement Executive

**SUBJECT:** FY2003 Changes to the Treasury Acquisition Data System

(TADS) and the Federal Procurement Data System (FPDS)

<u>Purpose</u>: This AB provides notice of significant changes in reporting procurement data to the Treasury Acquisition Data System (TADS) and the Federal Procurement Data System (FPDS).

**Effective Date:** October 1, 2002

**Expiration Date:** This AB will expire when canceled or superseded.

**Cancellation:** Not applicable.

<u>Background</u>: Effective 1<sup>st</sup> quarter of FY 2003, two significant changes will occur with the reporting of FY2003 contract actions to the Department of the Treasury TADS and to FPDS:

- All dollar fields for both the SF-279 and SF-281 will be reported in WHOLE
   DOLLARS, ROUNDED TO THE NEAREST DOLLAR. Computation and rounding
   of dollar amounts in THOUSANDS will no longer be required. All dollar amounts in the
   TADS and FPDS databases will be modified to reflect WHOLE dollars after closeout of
   the 4<sup>th</sup> quarter FY2002 on November 15, 2002.
- Allowances for six digit Modification numbers and Contracting Offices fields have been made. Bureaus will continue to report their five digit Contracting Office numbers, but may report up to six digit Modification numbers.

BCPO's are reminded of their responsibility for maintaining overall quality of data in TADS under DTAR 1004.670, and are asked to disseminate this AB to all responsible contracting staff in their respective bureaus to ensure that contract dollar amounts are reported correctly.

Additional information is provided in the attached FY2003 TADS Input form (or ICAR), and the Office of Federal Procurement Policy (OFPP) memorandum, issuing the "September 2002 FPDS Reporting Manual in its entirety through Amendment 8," to the Federal Procurement Data System (FPDS). The complete FPDS Reporting Manual is available on the "Training and Manuals" page at <a href="http://www.treas.gov/procurement/training/index.htm#manuals">http://www.treas.gov/procurement/training/index.htm#manuals</a> or

http://intranet.treas.gov/procurement/www/training/index.htm#manuals . Amendment 8 also includes new guidance on reporting of HUBZone contracts and services and materials with recycled content under the Resource Conservation and Recovery Act and Executive Order 13101 (see AB 02-19, Treasury Affirmative Procurement Program).

Questions may be directed to Lou Masciocchi at (202) 622-6585, or e-mail to louis.masciocchi@do.treas.gov.

Cc: TADS Coordinators

Attachments

## Department of the Treasury FY2003 Treasury Acquisition Data System (TADS) Input Form

Note: For modifications or delivery/task orders, only shaded fields need be completed if an action for this contract has previously been reported to TADS. Write or type all zeroes as 0. All dollar entries must be in WHOLE dollars (e.g. \$50,450.49 is entered as 50,450).

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A. Fixed-Price Re-determination J. Firm Fixed-Price K. Fixed-Price with Economic Price Adjustment L. Fixed-Price Incentive R. Cost-Plus-Award-Fee S. Cost-No-Fee  22. Country of A. Fixed-Price Renderermination T. Cost Sharing Manufacture U. Cost-Plus-Fixed-Fee V. Cost-Plus-Incentive-Fee V. Time and Materials R. Cost-Plus-Award-Fee S. Cost-No-Fee  23. Synopsis of Procurement Prior to Award A. Synopsized prior to award B. Not Synopsized due to urgency C. Not Synopsized for other reasons D. Not Synopsized Under the SBA/OFPP Waiver Pilot
25. CICA Applicability  A. CICA Applicable (Includes 8(a))  B. Purchase Using Simplified Acquisition Procedures C. Subject to Statute Other than CICA D. Pre-CICA E. Commercial Item Acquisition Under Test Program  D. Pre-CICA E. Commercial Item Acquisition Under Test Program  26. Solicitation Procedures A. Full and Open Competition - Sealed Bid G. Alternate Sources B. Full and Open Competitive Proposal H. Reserved C. Full and Open Competition - Combination J. Reserved D. Architect- Engineer E. Basic Research Proposal F. Multiple Award Schedule
27. Authority for Other than Full and Open Competition  A. Unique Source B. Follow - On Contract C. Unsolicited Research Proposal D. Patent/Data Rights E. Utilities F. Standardization G. Only One Source-Other H. Urgency D. Mobilization, Essential R&D Capability, or Expert Service E. Utilities K. Reserved  L. International Agreement M. Authorized by Statute N. Authorized Resale P. National Security Q. Public Interest
28. Number of Offers Received A. 1 C. 6-10 E. 16-20 G. Over 50 B. 2-5 D. 11-15 F. 21-50  29. Extent Competed A. Competed Actions C. Follow - On to Competed Action B. Not Available for Competition D. Not Competed
31. Women – Owned Business Business Concern Y – Yes N – No Y – Yes N – No  32. HUBZone Small Business Concern  Y – Yes N – No  35. Subject to Labor Statutes A. Walsh – Healy Act A. HUBZone Sole Source B. Reserved C. Service Contract Act D. Davis – Bacon Act (construction) E. Not subject to Walsh-Healy, Service Contract or Davis-Bacon Acts  33a. HUBZone Program A. HUBZone Sole Source B. HUBZone Set-Aside C. HUBZone Price Evaluation Preference Award D. Combines HUBZone Price Evaluation Preference/Small Disadvantaged Business Price Adjustment E. Not Applicable
33b. Small Disadvantaged Business Programs 33c. Other Preference Programs 33d. HUBZone Price Evaluation Preference Percent Difference Evaluation Adjustment Percent Difference
A. 8(a) Contract Award  B. 8(a) W/ HUBZone Priority C. SDB Set-Aside D. SDB Price Evaluation Adjustment E. SDB Participation Program F. Not Applicable  A. Directed to JWOD Nonprofit Agency B. Small Business Set-Aside C. Buy Indian/Self Determination D. No Preference Program or Not Listed E. VerySmall Business Set-Aside
50. Contract Specialist (Last, First )
51. Branch Code 14. a. Commercial Item Acquisition b. Classified
Y - Yes N - No Y - Yes N - No
20. Performance-Based Service Contract  Y - Yes N - No  N/A  43. Emerging Small Business N/A
44. Emerging Small Business Reserve Award  Number of Employees  A. 50 or less B. 51 - 100 C. 101 - 250 D. 251 - 500  A 5. Size of Small Business Or Average Annual Gross Revenue M. \$1,000,000 or Less S. \$5,000,001 N. \$1,000,000 - 2,000,000 N. \$1,000,000 - 2,000,000 T. \$10,000,001 - 17,000,000 T. \$10,000,000 -
34. Subcontracting Plan (Equals A if overall contract estimated value Is over \$500k or \$1 M if construction)  A. Required B. Not Required  46. A Funding Agency 48. Reserved for FPDS
46B. Funding Agency – DODAAC  46C. Funding Agency – Commercial Item Category  A. Commercially Available Off-The Shelf Item  B. Other Commercial Item  C. Nondevelopmental Item  D. Noncommercial Item  D. Noncommercial Item  D. A. Convenience and Economy  B. Expertise  C. Specifically Authorized  D. Authorized by Executive Order  E. Commercial Item  D. A. Convenience and Economy  B. Expertise  C. Specifically Authorized  D. Authorized by Executive Order
E. Commercial Service E. Modification or Extension Y - Yes F. Noncommercial Service F. Other
47. Optional Reported Data Elements (Leave Blank)  N/A  N/A  N/A  N/A  N/A  N/A  A  A  A  A  A  A  A  A  A  A  A  A

Date

Signature

### September 17, 2002

#### MEMORANDUM FOR AGENCY SENIOR PROCUREMENT EXECUTIVES

FROM: Barbara J. Diering (Signed)

Special Assistant

SUBJECT: September 2002 Federal Procurement Data System (FPDS)

Reporting Manual

We are issuing the September 2002 FPDS Reporting Manual in its entirety through Amendment Eight.

On October 1, 2001, agencies began reporting to the FPDS, information regarding the acquisition of products containing recovered materials. The purpose of collecting this information through the FPDS was to monitor compliance with Section 6002 of the Resource Conservation and Recovery Act and Executive Order 13101, and to avoid the need for agencies to manually collect this information. The attached information was developed by an interagency working group, in response to agencies' requests for additional guidance. This guidance is included as Appendix G, and additional guidance on reporting HUBZone contracts is included as Appendix H to the FPDS Reporting Manual. Appendix A has been changed to reflect the new FPDC Web Site address and Appendix B has also been updated to reflect the latest NAICS codes. The 2002 NAICS file will be on our Web Site by October 1, 2002. Also, FIPS 95.1 has been superseded by FIPS 95.2. The FIPS table on our Web Site will be updated with the latest codes.

Additional major changes are as follows:

- The dollar field for both the SF-279 and SF-281 has been changed to collect whole dollars, for example, \$245,246.90 will be \$245,247. ROUNDING WILL BE TO THE NEAREST WHOLE DOLLAR.
- The Contract Modification Number and Contracting Office fields have increased to six positions. This field is left justified and does not require a six-digit entry.

Please note that minor changes have been made, for clarification, to the narrative for Items 1, 3, 5, 6, 8, 10, 12, 13, 16, 19A&B, 20, 32, 36. Changes have also been made to the table entitled "Processing Orders Under Federal Schedule Contracts."

Changes have also been made to the SF-279 which include edits to Items 2, 3, 5, 7, 8, 10, 12, 13, 19A&B, 20, 26, 30, 33A, 33B, 33C, 36, 37, 39, 41, 42. The table entitled "Input Record SF-279" has been changed.

Minor changes have also be made to the SF-281 to include edits for Items C, 13, 15, 16, 17, 19, 20, 21, 23, and 24.

Improvements have been made to the Contracting Office Code Report. A new form and instructions are attached.

Minor changes were also made to Parts I, II, and III.

A vertical line in the attached files highlights the above changes.

These changes will become effective on October 1, 2002.

#### Attachments