


# US ARMY MEDICAL COMMAND, HEALTH CARE ACQUISITION ACTIVITY

Electronic Subcontracting Reporting System (eSRS)  
<http://www.esrs.gov>

4 March 2009  
Marilyn Ward



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## Agenda

- Facts regarding the Electronic Subcontracting Reporting System (eSRS)
- Benefits of eSRS
- Report Types
- eSRS Data Flow
- Vendor Role
- Government Roles and Responsibilities
- Pre Award and Post Award Responsibilities

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## eSRS Fact You Should Know

- Electronic Subcontracting Reporting System (eSRS) is a single point of entry for federal government subcontracting requirements and reports.
- System eliminates the need for paper submissions and processing of Standard Form (SF) 294 and 295s.
- Individual Subcontracting Report (ISR) replaces the SF 294
- Summary Subcontracting Report (SSR) replaces the SF 295.

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### Benefits of Using eSRS

- Web-based system hosted on a secure public Website that is easily accessible from the Internet
- Allows electronic submission, acceptance, rejection, reporting and analysis of subcontracting data in a real-time, paperless environment
- Improves accuracy, timeliness and integrity of data exchanged
- Creates standard data that can be shared by a wider range of communities
- Reduces errors and rework time associated with human data entry
- Eliminates costs associated with manual data entry

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### Report Types

Individual Subcontract Report (ISR) – Formerly SF-294

- Who Needs to File a Report:
  - All Other Than Small Businesses (OTSB) that have one or more price contract and/or subcontract in excess of \$550,000 (\$1 million for construction of public facility) with the federal government and have an Individual Subcontract Plan.
- Reports are:
  - Submitted semi-annually during contract performance
  - Due April 30 and Oct 30 (30 days after the reporting period ends)
  - Due at the completion of contract performance
- Summary Subcontract Reports (SSR) – Formerly SF-295
  - Who Needs to File a Report:
    - All Other Than Small Businesses (OTSB) that have one or more price contract and/or subcontract in excess of \$550,000 (\$1 million for construction of public facility) with the federal government and have Individual Subcontract Plan.
  - Reports are:
    - Required semi-annually for DoD and NASA
    - Due April 30 and October 30 (30 days after the reporting period ends)
    - Due at the completion of contract performance

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### eSRS Data Flow

- A contract must be marked in FPDS as having a subcontracting plan or it will NOT pull over to eSRS. If it is not marked correctly, the vendor will get an error message when trying to input an ISR and will be directed to contact their government contracting official.

\*\*\*\*CARS Reporting\*\*

- Information from Central Contractor Registration is also sent to eSRS. Maintains a live interface to automatically populate basic vendor information using the DUNS number.
- Also maintains a live interface with Federal Procurement Data system-Next Generation (FPDS-NG) to automatically populate contract data.

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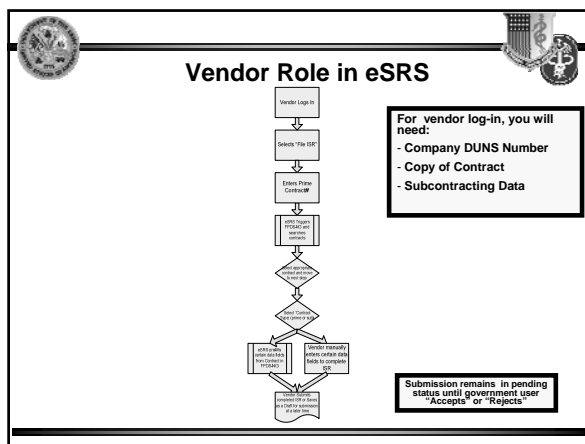
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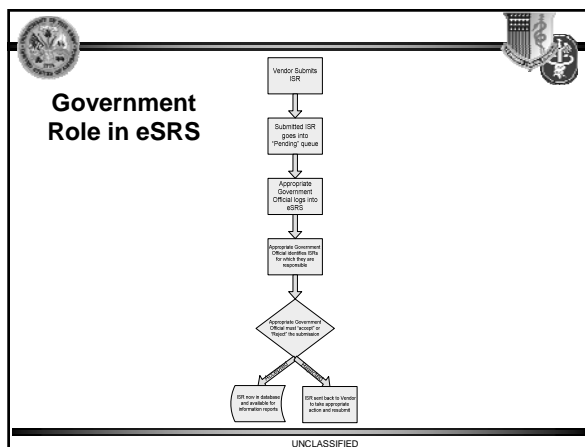
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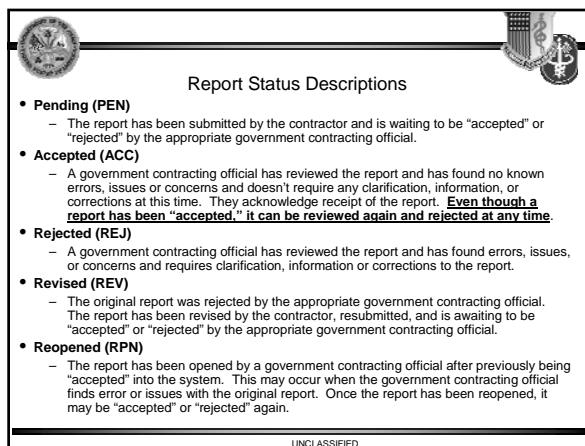
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 **Government Permission Levels** 

**Agency Coordinator (AC)**  
Has full access to eSRS for their parent organization, sub-commands, and below  
Manages and approves organization registration requests at their registered level and below  
Views/accepts/rejects contractor reports  
Runs reports on data from their registered level and below  
Participates in monthly Federal User Group meetings

**Point of Contact (POC)**  
The POC has all the same access to the system that the AC has  
This person would most likely be found at the contracting office level of an organization

**Contracting Official (CO)**  
View/accept/reject contractor reports  
Run reports on data at their registered level  
This person should be an individual responsible for the contract

**Designated Government User (DGU)**  
View accepted contractor reports  
Run reports on data at their registered level  
This person is most likely the Small Business Specialist

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 **Pre Award Team Reminders** 

- Marked CARS appropriate for Subcontracting Plan
- Add revise Clause 52.212-5, Contract Terms and Conditions Required to Implement Statutes or Executive Order-Commercial contract (APR 2008) and 52.219-9 Small Business subcontracting Plan (Apr 2008) and /or 52.219-25, Small Disadvantaged Business Participating Program-Disadvantaged Status and Reporting (APR 2008).

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 **POST AWARD (CONTRACT ADMIN)** 

- Modify existing contracts to add revised FAR clause
- 52.212-5, Contract Terms and Conditions Required to Implement Statutes or Executive Order-Commercial Contract (APR 2008), 52.219-9 Small Business Subcontracting Plan (APR 2008) and/or 52.219-25, Small Disadvantaged Business Participating Program-Disadvantaged Status and Reporting (APR 2008).
- Inform your prime contractors that they, along with their subcontractors, are required to submit subcontract reports using eSRS for the April 2009 and all subsequent reporting periods.

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### POST AWARD (CONTRACT ADMIN CONT')

- Contracting Officers are reminded of their responsibilities for monitoring subcontracting plan performance and holding contractors accountable for achievement of their goals as outlined in FAR 19.705-7, 19.706, and 42.302 (a)(52)-(55).

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### ADDITIONAL TRAINING

- The home Page for eSRS <http://www.esrs.gov> contains:
- Link to registration page
- User guide
- Training Dates and Materials
- Additional eSRS information
- Other training from additional sources

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### QUESTIONS?

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