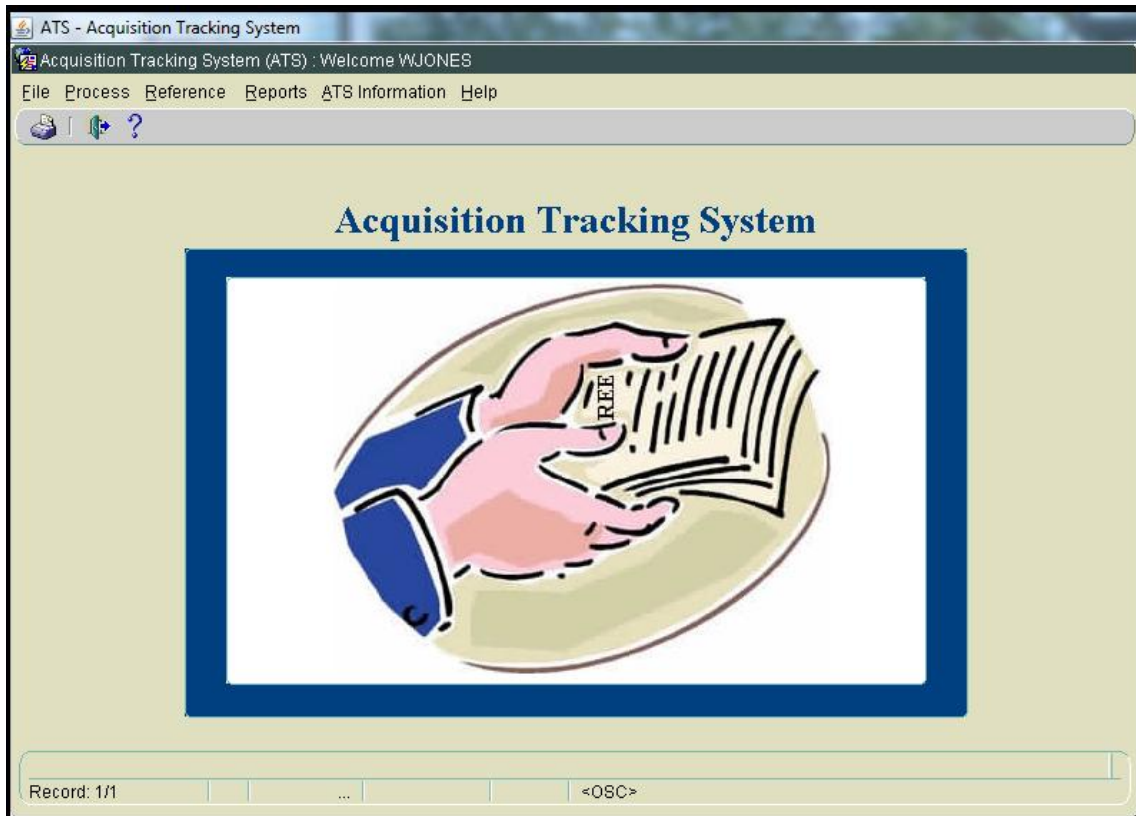


ATS Screen Layouts



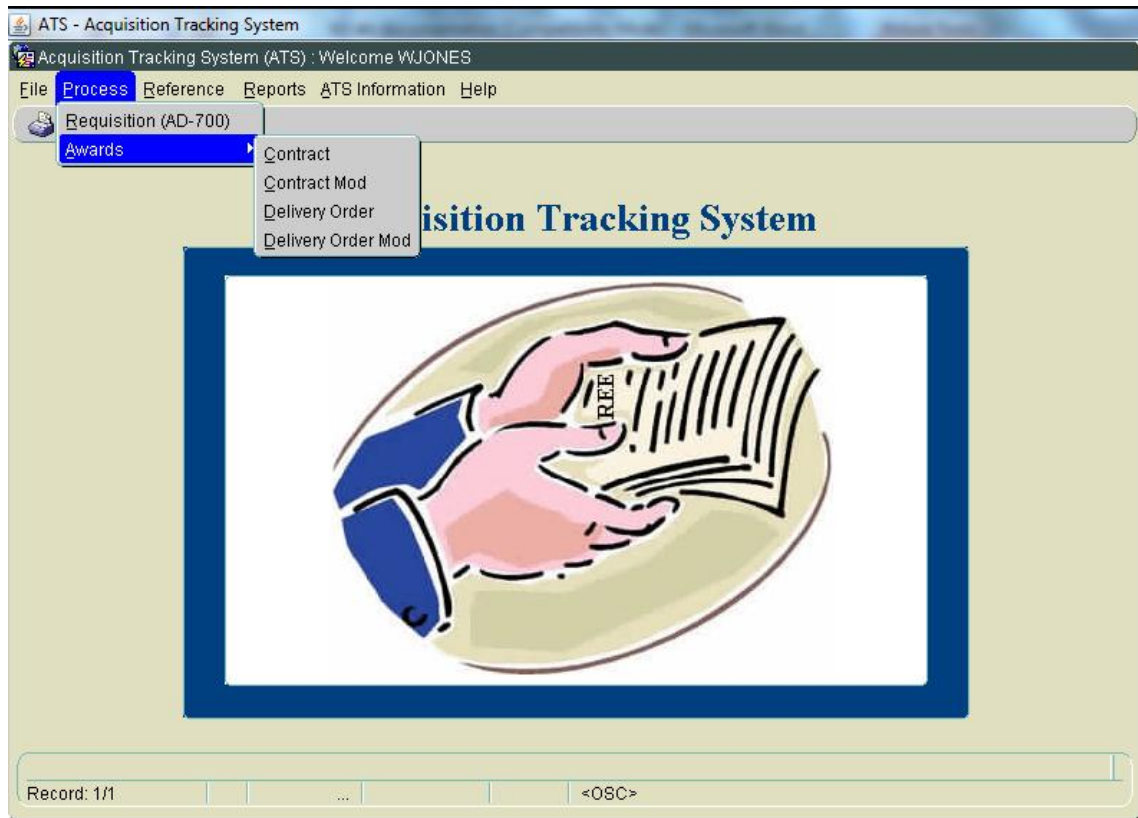
Choosing the <Requisition> option will display the requisition form.

Choosing the <Awards> option will open the award sub-menu.

Choosing the <Reference> option will provide a list of the reference tables to be viewed or edited.

Choosing the <Reports> will provide a list of reports that can be generated.

ATS Screen Layouts



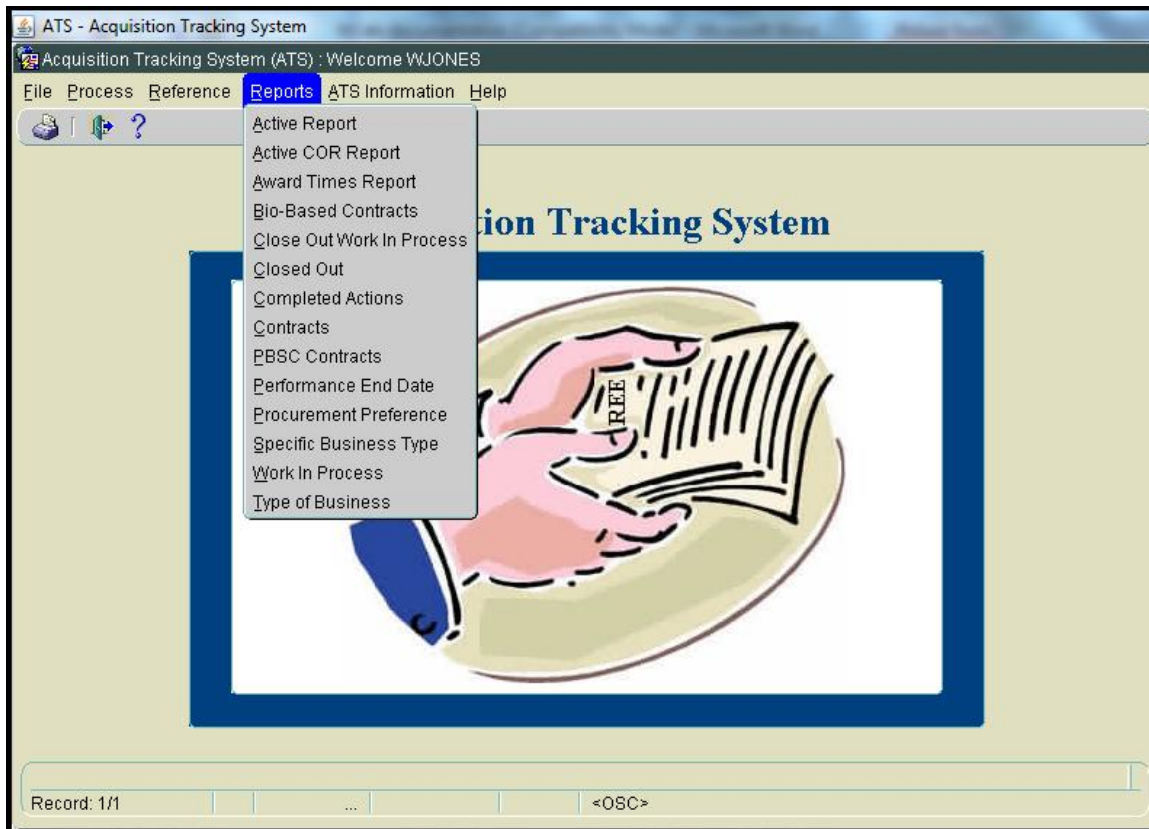
Choosing the <Contract> option will display the contracts form, allowing editing of an existing contract or the addition of a new one.

Choosing the <Contract Mod> option will display the contracts mod form, allowing editing of an existing contract mod or the addition of a new one.

Choosing the <Delivery Order> option will display the delivery order form, allowing editing of an existing delivery order or the addition of a new one.

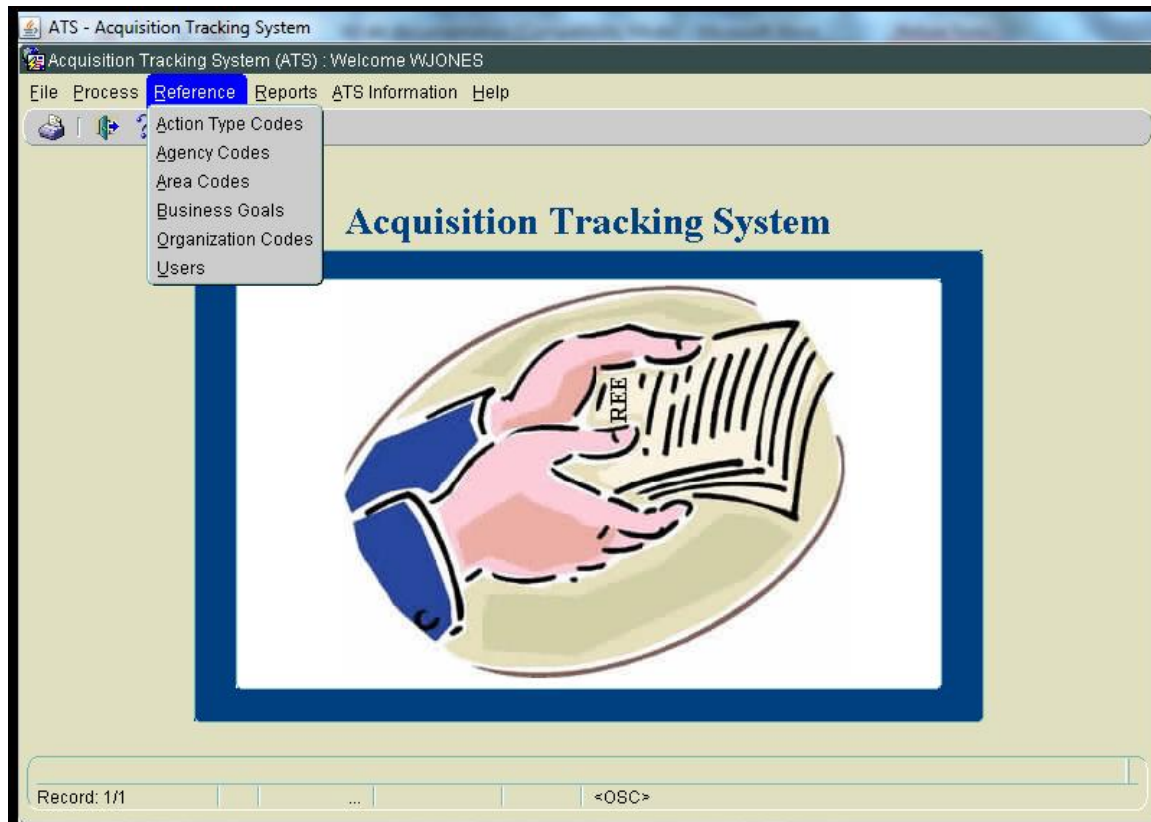
Choosing the <Delivery Order Mod> option will display the delivery order mod form, allowing editing of an existing delivery order mod or the addition of a new one.

ATS Screen Layouts



Selecting any of these reports will open a selection screen for that report.

ATS Screen Layouts



These are the reference tables that can be viewed or maintained in the system.

ATS Screen Layouts

Query

Code Description
Status Code Status Date

List

Code	Description	Status	Date
1	NEW CONTRACT COMPETITIVE	O	11/18/2003
2	NEW CONTRACT SOLE SOURCE	O	11/18/2003
3	NEW CONTRACT SET-ASIDE	O	11/18/2003
4	NEW CONTRACT (S) A	O	02/20/2004
5	MODIFICATION - BILATERAL	O	02/20/2004
6	MODIFICATION - UNILATERAL	O	02/20/2004
7	DELIVERY ORDER - BILATERAL	O	02/20/2004
8	DELIVERY ORDER - UNILATERAL	O	02/20/2004
9	PURCHASE ORDER	O	01/27/2011
A	PURCHASE CARD	O	01/27/2011

Record: 1/? ... <OSC>

When the Action Type Codes is chosen from the reference list, this screen will appear. It allows the addition or deletion of action types. The system administrator is the only user authorized to make additions or deletions. The '+' and '-' keys at the bottom of the screen are used to add to delete records. If a record is deleted, the status of that record is actually changed to 'O' but the record stays in the system. This prevents new records from using this value for the Action Type but ensures any old records will still be valid. When the LOV for Action Type is pressed on the award screens, the values are generated from data in this table.

ATS Screen Layouts

The screenshot displays the 'Agency Codes' screen within the 'ATS - Acquisition Tracking System'. The interface includes a menu bar (File, Edit, Action, Record, Forms, Reports, Help) and a toolbar with various icons. The main content area is divided into two sections: 'Query' and 'List'.

Query Section:

Code Description
Status Code Status Date

List Section:

Code	Description	Status	Date
1	ARS	A	12/03/2003
2	NIFA	A	11/18/2003
3	ERS	A	11/18/2003
4	NASS	A	11/18/2003
5	OTHER AGENCY	A	11/18/2003

Record: 1/5 ... <OSC>

This screen will appear when Agency Codes is chosen from the reference list. This is a list of the agencies serviced by ARS. The system administrator is the only user authorized to make additions or deletions. If a record is deleted, the status of that record is actually changed to 'O' but the record stays in the system. This prevents new records from using this value for the Agency but ensures any old records will still be valid. . These values will appear when the LOV is used for agency on the requisition screen.

ATS Screen Layouts

Area Codes

Query

Code Description
Status Code Status Date

List

Code	Description	Status	Date
1	BA	A	11/18/2003
2	HDQ	A	11/18/2003
3	MSA	A	11/18/2003
4	MWA	A	11/18/2003
5	NAA	A	11/18/2003
6	NAL	A	11/18/2003
7	NPA	A	11/18/2003
8	PWA	A	11/18/2003
9	SAA	A	11/18/2003
A	SPA	A	11/18/2003

Record: 1/? <OSC>

This screen will appear when Area Codes is chosen from the reference list. This is a list of the areas/offices in ARS. The system administrator is the only user authorized to make additions or deletions. If a record is deleted, the status of that record is actually changed to 'O' but the record stays in the system. This prevents new records from using this value for the Area but ensures any old records will still be valid. These values will appear when the LOV is used for area on the requisition screen.

ATS Screen Layouts

Fiscal Year	Area	Agency_Code
2007	HDQ	ARS
2008	HDQ	ARS
2012	HDQ	ARS
2009	HDQ	ARS
2010	HDQ	ARS
2011	HDQ	ARS

Record: 1/6 ... <OSC>

This screen will appear when Business Goals is chosen from the reference list. The system administrator is the only user authorized to make additions or deletions.

ATS Screen Layouts

ATS - Acquisition Tracking System

Acquisition Tracking System (ATS) : Welcome WJONES - Inquiry

File Edit Action Record Forms Reports Help

Organization Codes

Query

Code Description

Status Code Status Date

List

Code	Description	Status	Date
1	MD	A	11/18/2003
2	DC	A	11/18/2003
3	ATS	O	07/14/2006
4	BA	A	01/11/2010
5	MSA	A	01/11/2010
6	MWA	A	01/11/2010
7	NAA	A	01/11/2010
8	NPA	A	01/11/2010
9	PWA	A	01/11/2010
A	SAA	A	01/11/2010

Record: 1/? <OSC>

This screen will appear when Organization Codes is chosen from the reference list. This is a list of the organizations available in ARS APD headquarters. The system administrator is the only user authorized to make additions or deletions. If a record is deleted, the status of that record is actually changed to 'O' but the record stays in the system. This prevents new records from using this value for the Organization but ensures any old records will still be valid. These values will appear when the LOV is used for organization on the requisition screen.

ATS Screen Layouts

Requisition Number	Recv Date	Agency	Area	Assigned to	Award Flag
0-000-000-000-5	05/28/2006	CSREES	BA	ROUSE	Y
0-001	04/27/2006	ARS	BA	JOYNER	Y
0-002	05/03/2006	ARS	MWA	ROUSE	Y
0-0035	04/26/2006	ARS	SAA	KNIGHT	Y
0-1111	05/24/2006	ARS	BA	COUNTEE	Y
0-1225-850-00001-03C	07/02/1999	ARS	BA	ROUSE	Y
0-8220-920-0001-01	10/20/1999	ARS	NAL	CHADWICK	Y
0-8220-920-2011-01	04/28/2000	ARS	NAL	ROUSE	Y
0-8220-920-2012-01	03/12/2000	ARS	SPA	ROUSE	Y
0-8220-920-2017-01	04/05/2000	ARS	SAA	ROUSE	Y
0-8220-920-2019-01	05/10/2000	ARS	NAL	ROUSE	Y
0-8220-920-2020-01	04/15/2000	ARS	NAL	ROUSE	Y

The requisition list screen lists these main data elements for the requisitions in the system. A requisition is considered awarded when the 'Award Flag' is set to 'Y'. The Award Flag is set by the process of making the award in the system (Contract, Contract Mod, etc).

Highlighting a record and choosing the details tab opens the details screen and allows the editing of any data element for that record except the requisition number – the requisition number cannot be changed. To correct an incorrect requisition number, the requisition must be deleted and re-entered.

Choosing the <Add Requisition> button will open the detail tab and allow entry of new data. Choosing the <Delete Requisition> button will delete the highlighted requisition if it has not been awarded. If the requisition has been awarded, a message will be displayed indicating the requisition has been awarded and cannot be deleted until the award has been deleted.

ATS Screen Layouts

The screenshot shows a window titled "Agricultural Research Service - ARS" with a subtitle "Acquisition Tracking System (ATS) : Welcome JNOLTON - Process". The menu bar includes "File", "Edit", "Query", and "Help". The toolbar contains icons for file operations and a help icon. The main area is titled "Requisition" and features a "Search" tab. Below the tab are four search fields, each with a question mark icon: "Requisition Number", "Agency", "Area", and "Assigned To". At the bottom, a status bar shows "Record: 1/1" and "<OSC>".

This search screen is available while in the Requisition function. When the drum with question mark at the top of the list screen is clicked, this screen will appear. It is used to search the requisition table. Searches may be done using all of these fields or any combination. In order to see all the requisitions in the system, you simply press the <enter> key on this screen.

The screenshot displays the 'Requisition' detail screen in the ATS - Acquisition Tracking System. The interface includes a menu bar (File, Edit, Action, Record, Help) and a toolbar. The main content area is divided into sections: 'Processing Information' with fields for Organization (DC), Name (KATHY NEWTON), Requisition Number (00000578), and Receive Date (07/07/2010); 'Requisition Details' with fields for Agency (ERS), Area (HDQ), Requisition Amount (12,540.93), Technical POC (yvette robertson), and Tech Phone Num (202-694-5500); and 'Award Information' with fields for Award Date (08/03/2010), Contract Number (AG3K06D10AA150), Order Number (00000000000000000000), Total Award Amount (10,264.50), Mod Contract (000), Mod Order Number (000), and Vendor (MCGRAW HILL/PLATTS). A callout box on the right points to a calendar icon next to the 'Receive Date' field, with the text 'Calendar icon used for dates'.

The Requisition detail screen is used to enter new procurement requisitions or modify existing requisitions. It is divided into 3 parts. The 1st part collects information on who is processing the requisition, the 2nd part collects information on the actual requisition and the customer, and the 3rd part displays award information for awarded requisitions and is auto-loaded from the Award process.

Data fields & definitions:

Organization: The Area of Business Service Center that is processing the requisition. It is selected from a drop down list of values stored in a reference table. **This is a required field.**

Name: The individual processing the requisition. It is selected from a drop down list of values stored in a reference table. **This is a required field.**

Requisition Number: The number assigned by the requesting organization to the requisition. It can up to 35 characters. Each requisition number entered must be unique as no two requisitions can have the same number. **This field is a required field.**

Received Date: The date the requisition is received in the procurement office. **This is a required field.** The date maybe typed into the field or chosen from a calendar displayed when the calendar icon is pressed.

ATS Screen Layouts

Agency: The agency submitting the requisition. It is selected from a drop down list of values stored in a reference table. **This is a required field.**

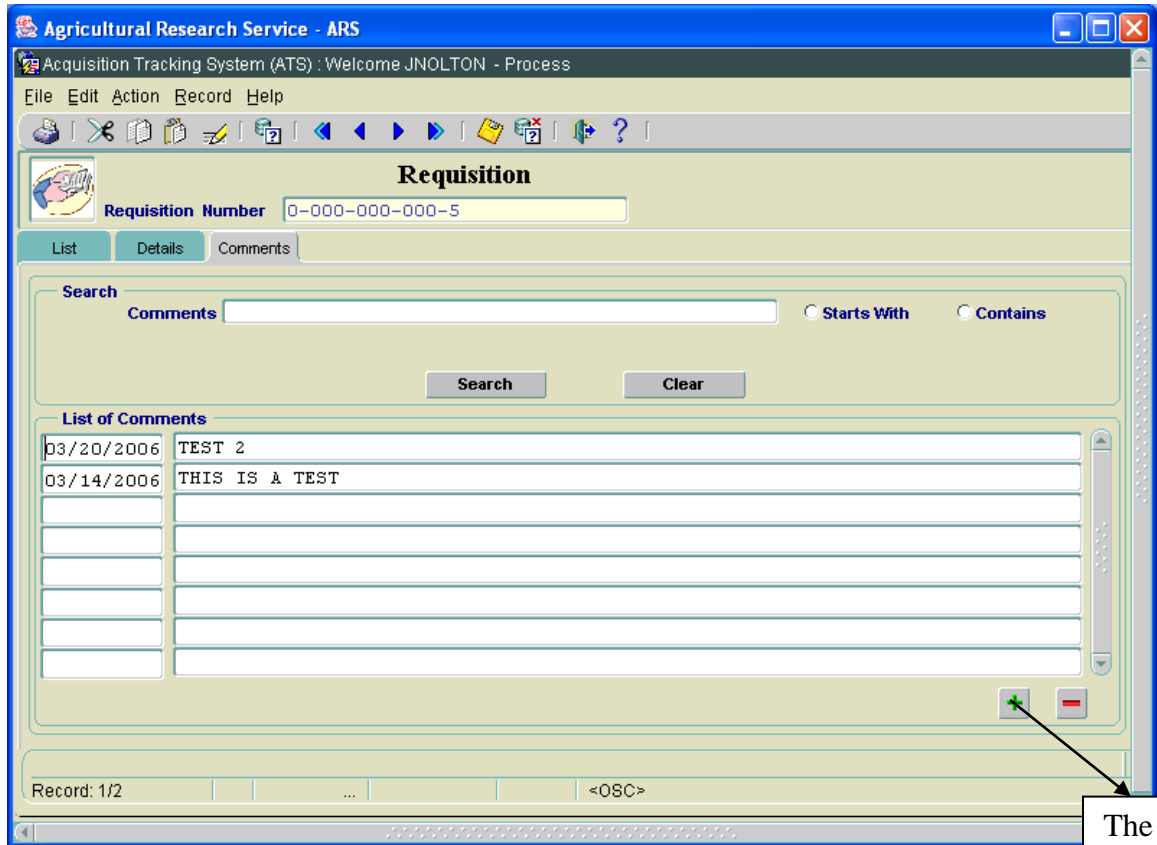
Area: The area submitting the requisition. For ERS, NASS, and NIFA this is automatically defaulted to HDQ. For ARS, it is selected from a drop down list of values stored in a reference table. **This is a required field.**

Description: A 400 character description of what is being requested on the requisition. **This is a required field.**

Requisition Amount: The amount of money on the requisition.

Technical Point of Contact/Tech Phone Num: The name and phone number for the Program Office point of contact for this action. These are optional fields.

Any field other than the requisition number can be edited. If a requisition number needs to be changed, the requisition must be deleted and reentered with a new number. If the requisition has been awarded with the incorrect number, then the awarded action must be deleted prior to deleting the requisition. When entering the new requisition, information can be cut from the old requisition and pasted into the new.



The <+>
and <->
keys

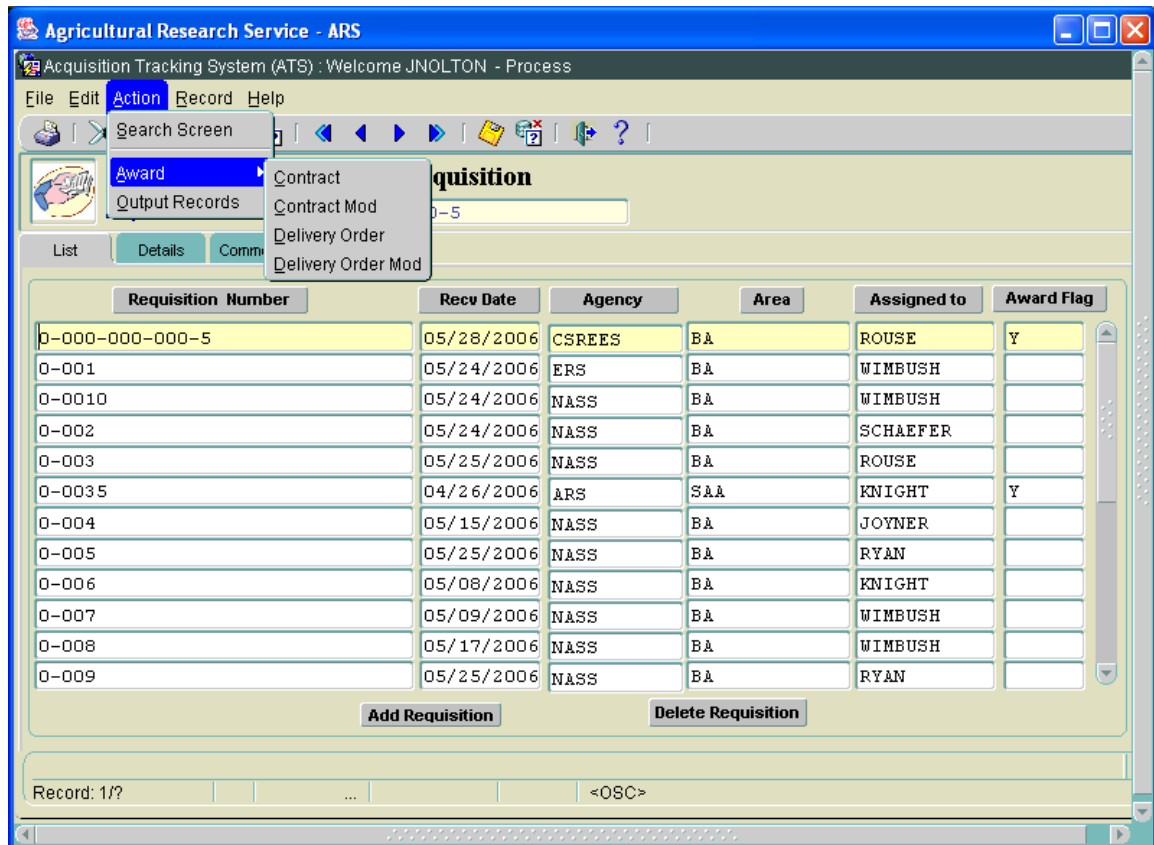
Comments: A description of action(s) taken by the agent/specialist. The user may enter as many comments as necessary to capture the activity. The comments will be stored by date & time.

A user adds a comment by choosing the '+' key. An edit window automatically opens where the user can type the comment. When finished, choosing the save button at the bottom of the edit window will save the comment and return the user to this screen. In order to delete a comment, highlight the comment and press the <->.

The comments are listed latest first and show only the 1st 50 characters of the comment. To read the complete comment, the user needs to highlight the item and press the <enter> key. As with adding a comment, an edit window opens displaying the complete comment.

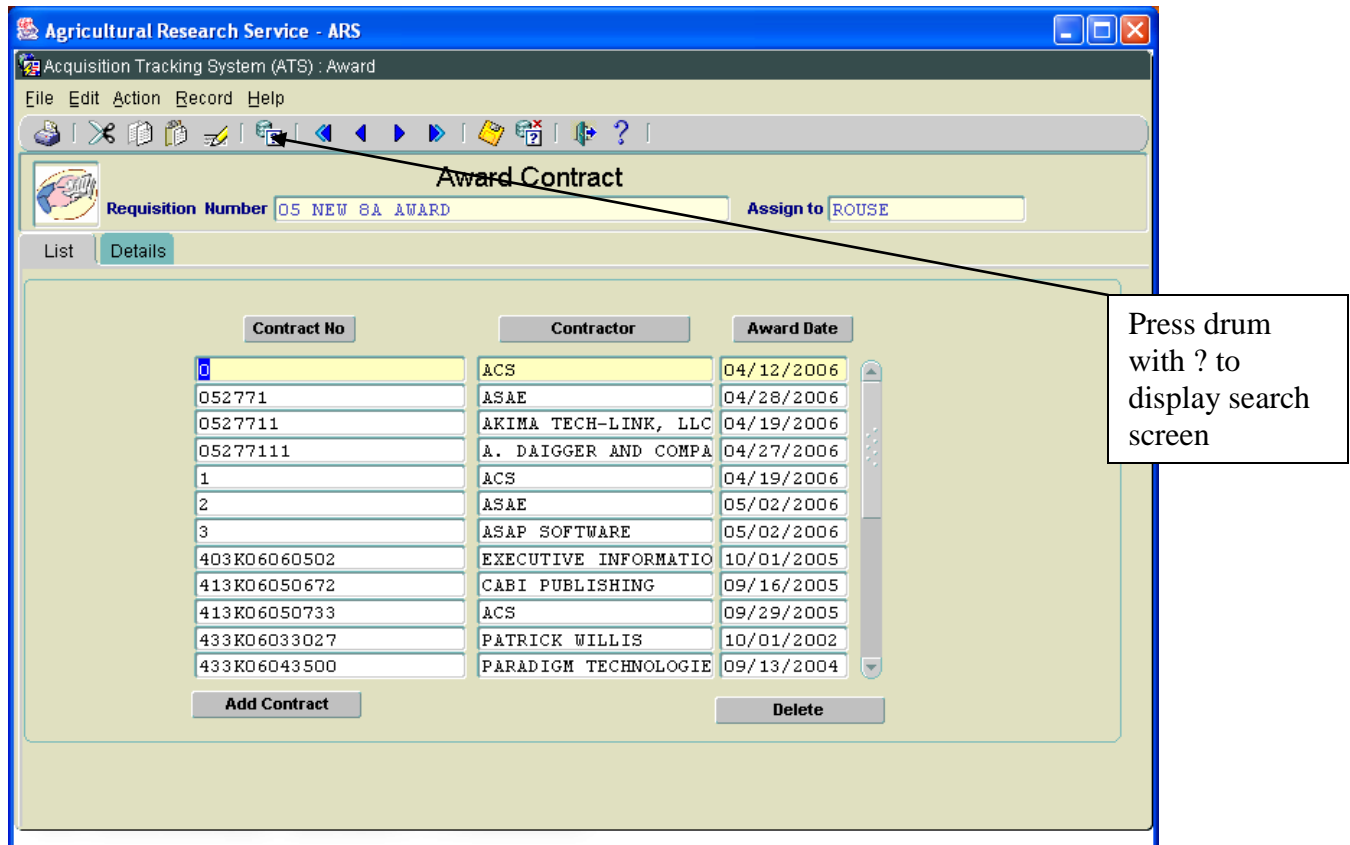
The search feature at the top allows all the comments for a particular requisition to be searched of those that meet the specified criteria. For example, you could search for all the comments starting with 'This'.

ATS Screen Layouts



Once the user is ready to award the requisition, on the menu bar press <Action> and a drop down list of options will appear. From this list choose <Award> and additional options will appear. From the options, select the type of award and the corresponding award screen will open.

ATS Screen Layouts



The Award Contract screen will list these main data elements contract records. Highlighting a record and choosing the details tab will allow modification of the information for that record.

Add Contract: This allows the entry of a new contract record. When the <Add Contract> button is pressed the award detail tab opens ready for data entry.

Delete Contract: This allows deletion of a contract record. In order to delete a record it can not be awarded or have any contract mods or delivery orders issues against it that have been awarded. When the delete contract button is pressed, a check is done to ensure it is not awarded or does not have mods or delivery orders against it. If either of these conditions is met, a message is displayed and you are not allowed to delete the record.

To delete an award that has been awarded, you must clear the “Award Date” field on the next screen. Caution must be used when deleting awards.

ATS Screen Layouts

The screenshot shows a software window titled "Agricultural Research Service - ARS" with a sub-window "Acquisition Tracking System (ATS) : Award". The menu bar includes "File", "Edit", "Query", and "Help". The toolbar contains icons for file operations and navigation. The main area is titled "Award Contract Search Screen" and features a search form with fields for "Requisition Number", "Assign to", "Contract Number", and "Contractor Name". A "Search" button is located below the "Contract Number" and "Contractor Name" fields.

This search screen is available for all the award types when requested by the user. It is requested by choosing the drum with question mark at the top of the list screen. The search screen is used to search the awards table. Searches can be done on any field or combination of fields. The award contract screen provides searching capability by either contract number or contractor. The award contract mod screen provides searching capability by contract number, mod number or contractor. The award delivery order screen provides searching capability by contract number, delivery order number, or contractor. Finally, the award delivery order mod provides searching capability by contract number, delivery order number, mod number, or contractor.

ATS Screen Layouts

Purpose: This screen is used for the entry or editing of awarded actions.

Data Fields and description:

Requisition Number and Assign to at the top of the screen: These fields are carried over from the requisition screen and cannot be changed.

Requisition number: A 35 character field that can be entered or chosen from a drop-down list of all unawarded requisitions in the system. A requisition number must be selected before a contract number can be assigned. **This is a required field.**

Contracting Office Representative: The Contracting Office Representative (COR) assigned to this contract. This is selected from a drop down list of all CORs in the system. If the COR is not in the system, the name can be typed in the box and it will automatically be added to the system.

Contract number: A 20 character field representing the contract number for the awarded action. This number must be unique for each contract. **This is a required field.**

Award date: The date the action is awarded. This is an optional field. The date maybe typed or selected from the calendar displayed when the calendar icon is clicked.

Performance end date: The date this award will end or be completed. This date must be greater than the award date and less than or equal to the contract expiration date. The date may be typed or selected from the calendar displayed when the calendar icon is clicked. **This is a required field.**

Total Award Amount: The amount obligated with this award. This is an optional field.

Action Type: The type of action being processed. This will automatically default to 'contract' but can be changed using the drop down list. The values will be: 'Contract', 'Delivery/Task Order against ARS Contract', 'Modification', or 'Simplified Acquisition'. **This is a required field.**

Contractor: The contractor receiving the award. This is selected from a drop down list of all contractors in the system. If the contractor is not in the system, the contractor name can be typed in the box and it will automatically be added to the system. **This is a required field.**

Contract Exp Date: The date the contract expires. This date must be greater than the award date and greater than or equal to the performance end date. The date maybe typed or select from the calendar displayed when the calendar icon is pressed. **This is a required field.**

Total Contract Amount: This is the total value of the contract, all option periods included.

Main Type of Business: This indicates the type of business the action is being awarded to. There are only three choices here – 'Large', 'Small', or 'Other'. If a business is 'Small', make a selection as to the type of small business in the "Other Business Types" block. **This is a required field.**

Other Business Types: These represent the various small business designations:

8A	8A businesses
WO	Women-owned businesses
SDB	Small disadvantaged businesses
HZ	Hub Zone businesses
AbilityOne	Ability One businesses (NIB/NISH)
VO	Veteran-owned businesses
SDV	Small, disadvantaged veteran-owned businsses

PBSC: This indicates whether the action is PBSC or not. It is a checkbox that is defaulted to no. This only needs to be checked if the action is a PBSC contract. .

Bio-Based: This indicates whether the action is bio-based or not. It is a checkbox that is defaulted to no. This only needs to be checked if the action is a bio-based contract.

ATS Screen Layouts

IDIQ: This indicates whether the action is for an IDIQ contract or not. This is a checkbox that is defaulted to no. This only needs to be checked if the action is a IDIQ contract. This information is used in generating the active contracts report for correctly selecting the performance end date.

Assigned to Close out: This checkbox is used to indicate a contract is moving to the close out process. This cannot be checked if the contract expiration date has not been reached.

Purpose: This screen is used for the entry of award modifications or the edit of existing award modifications.

Data Fields and description:

Requisition Number and Assign to at the top of the screen: These fields are carried over from the requisition screen and cannot be changed.

Requisition number: A 35 character field that can be entered or chosen from a drop-down list of all unawarded requisitions in the system. The user must select a requisition number before they can assign a mod number. **This is a required field.**

Contract number: A 20 character field representing the contract number for the awarded action. This is automatically filled in based on the record highlighted on the list screen. **This is a required field.**

Mod Contract: A three digit number representing the modification number. “000” is reserved for the base award. **This is a required field.**

Award date: The date the action is awarded. This is an optional field. The date maybe typed or select from the calendar displayed when the calendar icon is pressed.

Performance end date: The date the action will end or be completed. This date must be greater than the award date and less than or equal to the contract expiration date. **This is a required field.**

Award Amount: The amount obligated with this award. This is an optional field depending on the conditions and requirements of the award.

Action Type: The type of action being processed. This should always be 'Modification' for this screen. **This is a required field.**

Contractor: The contractor receiving the award. This carries over from the contract record but can be changed where necessary. When changing it, it will be selected from a drop down list of all contractors in the system. If the contractor is not in the system, the user can enter it as a new one and the system will automatically add it to the contractor table. **This is a required field.**

Contract Exp Date: The date the contract expires. This date must be greater than the award date and greater than or equal to the performance end date. The date maybe typed or select from the calendar displayed when the calendar icon is pressed. **This is a required field**

Total Contract amount: The total value of the contract.

Main Type of Business and Other Business Types: These are displayed on the screen but cannot be modified. These values can only be changed on the main contract record.

ATS Screen Layouts

ATS - Acquisition Tracking System

Acquisition Tracking System (ATS) : Award

File Edit Action Record Help

Award Delivery Order

Requisition Number 349859 Assign to

List Details

* Requisition Number 349859 ?

* Contract Number AG3K06C09GA165 ? * Order Number AG-3K06-D-10-0042

Award Date 12/18/2009 * Action Type DELIVERY ORDER

* Performance End Date 12/31/2010 * Contractor AEEC ?

* Total Award Amount 178,500.00

Main Type of Business (select one)

Large Small Other

Other Business Types

8A WO SDB HZ

AbilityOne VO SDV

Record: 1/1 <OSC>

Purpose: This screen is used for the entry of delivery orders (DO) against ARS contracts. Delivery orders against other contracts (GSA, Departmental BPA, etc.) should be entered as stand-alone Contracts for ATS only.

Data Fields and description:

Requisition Number and Assign to at the top of the screen: These fields are carried over from the requisition screen and cannot be changed.

Requisition number: A 35 character field that can be entered or chosen from a drop-down list of all unawarded requisitions in the system. The user must select a requisition number before they can assign a mod number. **This is a required field.**

Contract number: A 20 character field representing the contract number for the awarded action. This field will auto-complete based on the record highlighted from the list screen. If you want to award a mod to a different contract number, it can be entered or chosen from the drop-down list of available contracts. **This is a required field.**

Award date: The date the action is awarded. This is an optional field.

Performance End Date: The date the action will end or be completed. This date must be greater than the award date and less than or equal to the contract expiration date. **This is a required field.**

Total Award Amount: The amount obligated with this award. This is an optional field depending on the conditions and requirements of the award.

Order number: A 20 character field representing the order number for the awarded action. If this is an original delivery order, then the user will need to enter the order number. If this is a modification to a delivery order, then the number can be select from the drop-list of available delivery order. **This is a required field.**

Action Type: The type of action being processed. This should always be ‘Delivery Order’ for this screen. **This is a required field.**

Contractor: The contractor receiving the award. This value automatically carries forward from the contract record but can be changed where necessary. When changing this it will be selected from a drop down list of all contractors in the system. If the contractor is not in the system, the user can enter it as a new one and the system will automatically add it to the contractor table. **This is a required field.**

Main Type of Business and Other Business Types: These are displayed on the screen but cannot be modified. These values are brought over from the main contract record and can only be changed on the main contract record.

Purpose: This screen is used for the modification of existing delivery orders (DO).

Data Fields and description:

Requisition Number and Assign to at the top of the screen: These fields are carried over from the requisition screen and cannot be changed.

Requisition number: A 35 character field that can be entered or chosen from a drop-down list of all unawarded requisitions in the system. The user must select a requisition number before they can assign a mod number. **This is a required field.**

Contract number: A 20 character field representing the contract number for the awarded action. This field will auto-complete based on the record highlighted from the list screen. If you want to award a mod to a different contract number, it can be entered or chosen from the drop-down list of available contracts. **This is a required field.**

Award date: The date the action is awarded. This is an optional field.

Performance End Date: The date the action will end or be completed. This date must be greater than the award date and less than or equal to the contract expiration date. **This is a required field.**

Total Award Amount: The amount obligated with this award. This is an optional field depending on the conditions and requirements of the award.

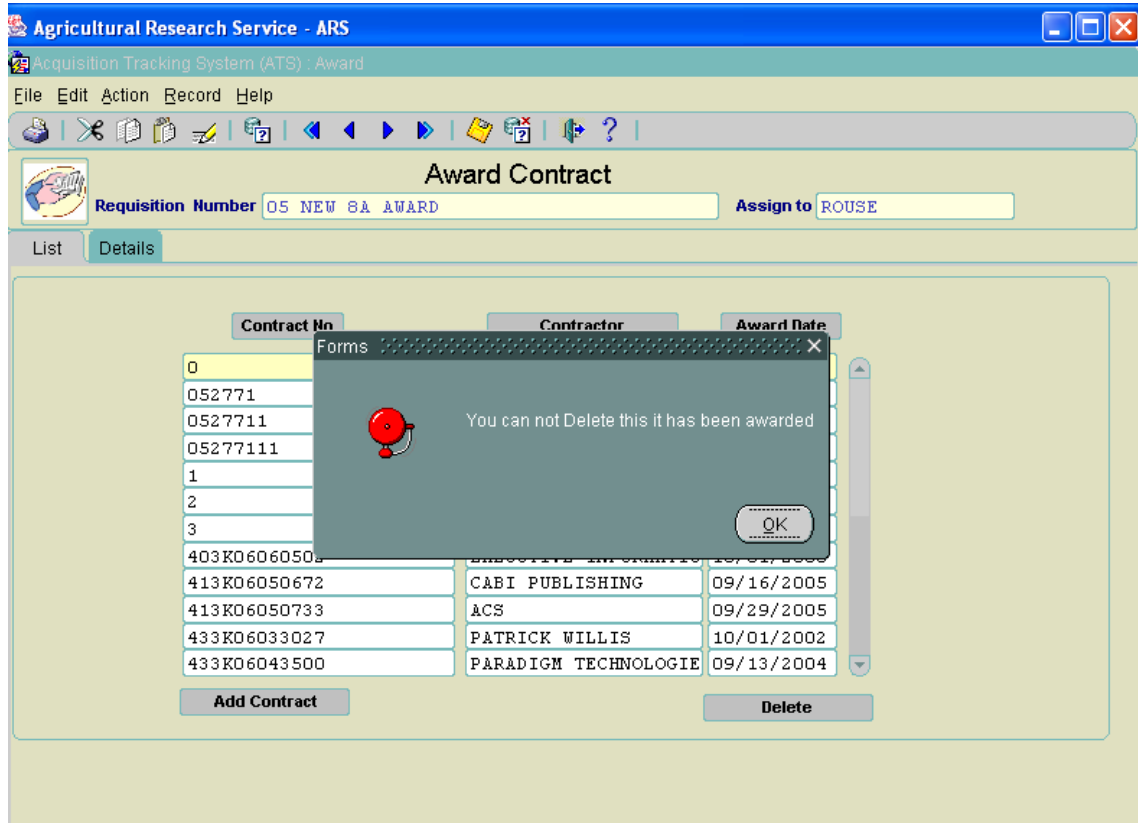
Order number: A 20 character field representing the order number for the awarded action. If this is an original delivery order, then the user will need to enter the order number. If this is a modification to a delivery order, then the number can be select from the drop-list of available delivery order. **This is a required field.**

Action Type: The type of action being processed. This should always be ‘Delivery Order’ for this screen. **This is a required field.**

Contractor: The contractor receiving the award. This value automatically carries forward from the contract record but can be changed where necessary. When changing this it will be selected from a drop down list of all contractors in the system. If the contractor is not in the system, the user can enter it as a new one and the system will automatically add it to the contractor table. **This is a required field.**

Main Type of Business and Other Business Types: These are displayed on the screen but cannot be modified. These values are brought over from the main contract record and can only be changed on the main contract record.

Deleting Records



This error screen will appear if you try and delete an awarded action.

When the “Delete” button is pressed, the system will check the record. If it has been awarded, a screen will be displayed indicating that the record cannot be deleted because it has been awarded. At this point, you can <cancel> this delete action, go to the detail tab, remove the award date, save the record, and then try the delete again.

The rules for deleting are: 1) No record with an award date can be deleted until the award date is removed. 2) No delivery order can be deleted as long as there are delivery order mods for that delivery order in the system that have been awarded. 3) No contract can be deleted as long as there are delivery orders, delivery order mods, or contract mods in the system referencing that contract number that have an award date.

ATS Screen Layouts

Reports

ATS - Acquisition Tracking System

Acquisition Tracking System (ATS) - Welcome WJONES

File Process Reference Reports ATS Information Help

ATS ACTIVE

Organization [] ?

Assigned to [] ?

Agency []

Area []

Action Type [] ?

Amount Range [] []

All Dates Start Date End Date

Enter Date Range 10/01/2011 09/30/2012

Enter Fiscal Year []

Report Sort Order

Specialist, Contract Number

Run Report Cancel

Record: 1/1 ... <OSC>

Active reports can be generated by:

- Organization
- Assigned to
- Agency
- Area
- Action type
- Amount range

The amount range selection will be against the total contract amount (award amount).
The dates may be all dates, a date range, or a fiscal year. The date range selection will be against the award date.

The report will be in order by specialist/agent (assigned to) and contract number.

ATS Screen Layouts

The screenshot shows a software window titled 'Reports Builder - [newATS Active Contracts: Report Editor - Paper Design]'. The report content is as follows:

Contract Number	Award Date	Contractor	Description	Assigned to	Total Contract Amount	Performance End Date	Contract Expire Date	Requesting Agency	Area
533K06021800	09/30/2002	EBSCO	SERIAL SUBSCRIPTION SERVICES	ROUSE	\$3,000,000.00	09/28/2006	12/31/2007	ARS	NAL
533K06021900	09/30/2002	ELSEVIER SCIENCE, INC.	ELECTRONIC ACCESS FOR ALL USDA USERS TO ELSEVIER SCIENCE JOURNALS	ROUSE	\$1,037,212.00		12/31/2006	ARS	NAL
533K06021100	09/18/2002	TW AND COMPANY	SECURITY SERVICES FOR U.S. NATIONAL ARBORETUM	ROUSE	\$2,743,187.77	03/31/2006	09/30/2007	ARS	N/A
533K06010008	05/24/2001	VILLA COMMUNICATIONS INC	FEITH SOFTWARE INSTALLATION, IMPLEMENTATION, TRAINING, & MAINTENANCE	ROUSE	\$475,829.05	04/09/2006	04/20/2006	NASS	HDQ
533K06050600	02/28/2005	KARA DANIEL	RECORD LINKAGE SYSTEM CONSULTANT SERVICES. A HIGHLY MATHEMATICAL TECHNIQUE THAT USES THE FELLEGI AND SUNTER THEORY TO APPLY PROBABILISTIC MATCHING STRATEGIES TO NUMEROUS NEW LIST SOURCES.	ROUSE	\$180,000.00	01/17/2007	02/17/2008	NASS	HDQ
533K06031500	01/31/2003	WASHINGTON AREA METROPOLITAN AREA TRANSIT AUTHORITY	METRO CHECKS	ROUSE	\$0.00	01/31/2007	01/31/2008	ERS	HDQ

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Active Contracts report - all awarded actions where the contract expiration date has not been reached.

Contract Number/Mod. No.: The contract number from the awards.

Award Date: The award date of the original contract.

Contractor: The contractor.

Description: The description of the good or service being requested on the requisition linked to the base contract.

Assigned to: The individual who 'owns' the requisition.

Total Contract Amount: Total contract amount.

Performance End Date: The latest performance end date for the contract/mod/delivery order except if the contract is designated as an IDIQ. For the IDIQ types, this will be the performance end date of the contract.

ATS Screen Layouts

Contract Expire Date: The contract expiration date from the awards for the base contract.

Requesting Agency/Area: The agency & area requesting the goods or services.

ATS Screen Layouts

The screenshot displays the 'ATS - Acquisition Tracking System' window. The main menu includes 'File', 'Process', 'Reference', 'Reports', 'ATS Information', and 'Help'. The 'ATS COR ACTIVE' dialog box is open, featuring the following fields and options:

- Organization**: Text input field with a help icon (?)
- Assigned to**: Text input field with a help icon (?)
- Agency**: Dropdown menu
- Area**: Dropdown menu
- Contract Rep**: Text input field with a help icon (?)
- Action Type**: Text input field with a help icon (?)
- Amount Range**: Two adjacent text input fields
- Date Selection**:
 - All Dates
 - Enter Date Range: **Start Date** (10/01/2011) and **End Date** (09/30/2012)
 - Enter Fiscal Year: Text input field
- Report Sort Order**: Text input field containing 'Contracting Office Representative, Contract Number'
- Buttons**: 'Run Report' and 'Cancel'

At the bottom of the window, the status bar shows 'Record: 1/1' and '<OSC>'.

Active COR reports can be generated by:

- Organization
- Assigned to
- Agency
- Area
- Action type
- Amount range

The amount range selection will be against the total contract amount (award amount).
The dates may be all dates, a date range, or a fiscal year. The date range selection will be against the award date.

The report will be in order by COR and contract number.

ATS Screen Layouts

ATS - COR Active Contracts

Contracting Officer Representative	Contract Number	Award Date	Contractor	Assigned	Total Award Amount	Performance End Date	Contract Expire Date
BARNES, MICHAEL	AG3K06C080001	09/27/2007	CROCKETT FACILITIES SERVICES, INC.	ELIAS	\$1,489,001.95	09/30/2012	09/30/2012
Technical POC							
Totals					\$1,489,001.95		

Thursday, March 8 2012

Page: 2 of*****

COR Active Contracts report – COR on all awarded actions where the contract expiration date has not been reached.

Contracting Officer Representative: The COR

Contract Number: The contract number from the awards.

Award Date: The award date of the original contract.

Contractor: The contractor.

Assigned to: The individual who ‘owns’ the requisition.

Total Award Amount: Total contract amount.

Performance End Date: The latest performance end date for the contract/mod/delivery order except if the contract is designated as an IDIQ. For the IDIQ types, this will be the performance end date of the contract.

Contract Expire Date: The contract expiration date from the awards for the base contract.

ATS Screen Layouts

Technical POC: The technical point of contact at the program office.

ATS Screen Layouts

The screenshot shows the 'ATS AWARD TIMES' report generation interface within the 'ATS - Acquisition Tracking System'. The main window has a menu bar with 'File', 'Process', 'Reference', 'Reports', 'ATS Information', and 'Help'. The 'ATS AWARD TIMES' dialog box contains the following fields and controls:

- Organization**: Text input field with a help icon (?)
- Assigned to**: Text input field with a help icon (?)
- Agency**: Dropdown menu
- Area**: Dropdown menu
- Action Type**: Text input field with a help icon (?)
- Amount Range**: Two adjacent text input fields
- Start Date**: Text input field with value '10/01/2011'
- End Date**: Text input field with value '09/30/2012'
- Report Sort Order**: A large text input field containing 'Specialist, Contract Number'
- Run Report**: Button
- Cancel**: Button

At the bottom of the window, there is a status bar showing 'Record: 1/1' and '<OSC>'.

Award Times (Procurement Action Lead Times – PALT) can be generated by:

- Organization
- Assigned to
- Agency
- Area
- Action type
- Amount range

The amount range selection will be against the total contract amount (award amount).
The dates may be all dates, a date range, or a fiscal year. The date range selection will be against the award date.

The report will be in order by specialist (assigned to) and contract number.

ATS Screen Layouts

ATS - Award Times (Palt)								
Assigned to	Contract Number		Contractor	Description	Total Award Amount	Receive Date	Award Date	Palt
BROWN	AG32SBD120002	000	FOUR POINTS TECHNOLOGY L.L.C.	HP PROLIANT BL680C G7 SERVER BLADE	\$22,298.02	01/23/2012	02/23/2012	31.00
	AG32SBD120006	000	DLT SOLUTIONS LLC	AUTOCAD ARCHITECTURE 2012 SUBSCRIPTION RENEWAL.	\$3,301.35	02/07/2012	02/27/2012	20.00
	AG32SBP120017	000	SAFARI MICRO GOVERNMENT SOLUTIONS, LLC	ARSNET 10: MAINTENANCE RENEWAL OF TAPE LIBRARY, PERIOD OF PERFORMANCE 3/10/2012 THROUGH 9/29/2013	\$4,328.72	02/16/2012	02/28/2012	12.00
	AG3K06D120043	000	ERDAS, INC.	SOFTWARE MAINTENANCE AND TECHNICAL SUPPORT FOR IMAGINE SOFTWARE 01/01/2012-12/31/2012.	\$7,060.82	12/07/2011	12/13/2011	6.00
	AG3K06D120056	000	ERDAS, INC.	ERDAS SOFTWARE RENEWAL	\$16,571.61	01/04/2012	01/17/2012	13.00
	AG3K06D120057	000	DELL FEDERAL SYSTEMS	BLADE SERVER PROCESSORS.	\$33,763.74	12/07/2011	01/18/2012	42.00
	AG3K06P120112	000	323.TV, LLC	NEW-VSX MPPLUS MULTIPPOINT SOFTWARE OPTION LICENSES FOR VSX 7000R VSX 7000S VSX 7000 AND VSX 3000.	\$4,400.00	01/12/2012	02/09/2012	28.00
	MA TECH SERVICES	000	MA TECH SERVICES	SERVICE CONTRACT FOR TWO MCA 1200 MASS SPECTROMETERS SN#685 & SN#245.	\$14,490.00	01/12/2012	01/24/2012	12.00
Totals:	8				\$106,214.26			20.50

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Award Times (Procurement Action Lead Times – PALT) report - all awarded actions with the received and awarded dates and PALT time in number of days.

Assigned to: The individual who ‘owns’ the requisition.

Contract Number/Mod. No.: The contract number from the awards.

Contractor: The contractor.

Description: The description of the good or service being requested on the requisition linked to the base contract.

Total Award Amount: Total contract amount.

Receive Date: The date the requisition was assigned.

Award Date: The award date of the original contract.

Palt: The number of days between the receive and award dates.

ATS Screen Layouts

Oracle Developer Forms Runtime - Web

Acquisition Tracking System (ATS) - Welcome ARMP5

File Process Reference Reports Help

ATS BIOBASED

Organization [dropdown]
Assigned to [text] ?
Agency [dropdown]
Area [dropdown]
Contract [text] ?
Delivery Order [text] ?
Amount Range [text] [text]
 All Dates
 Enter Date Range Start Date: 10/01/2005 End Date: 09/30/2006
 Enter Fiscal Year [text]
Report Sort Order: Specialist/Contract number
Run Report Cancel

Record: 1/1 ... <OSC>

PBSC Contracts can be generated by:

- Organization
- Assigned to
- Agency
- Area
- Action type
- Amount range

The amount range selection will be against the total contract amount (award amount).
The dates may be all dates, a date range, or a fiscal year. The date range selection will be against the award date.
The report will be in order by contract number.

ATS Screen Layouts

ATS - BIO-BASED Contracts

Contract Number	Award Date	Contractor	Description	Assigned to	Total Contract Amount	Requesting Agency Area
533K06000100	09/30/2003	GOODE TRASH REMOVAL, INC.	DEOBLIGATE CONTRACT FUNDING - OPTION III	ROUSE	\$915,480.43	ARS NAL
533K06000100	10/01/2003	GOODE TRASH REMOVAL, INC.	CONTRACT FUNDING FOR CR - OPTION IV	ROUSE	\$915,480.43	ARS BA
533K06000100	03/15/2004	GOODE TRASH REMOVAL, INC.	DEOBLIGATE CONTRACT FUNDING FOR NAL - FY 01 & FY 02	ROUSE	\$915,480.43	ARS NAL
533K06000100	11/01/2003	GOODE TRASH REMOVAL, INC.	CONTRACT FUNDING FOR CR - OPTION IV	ROUSE	\$915,480.43	ARS BA
Total Number of Contracts:				4	Total Evaluated Amount:	\$3,661,921.72

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Bio-Based Contracts report- This reports on the actions that have been identified as Bio-Based. An action is identified as Bio-Based by checking the Bio-Based box on the award screen.

Contract Number/Mod. No.: The contract number of the action. If the action was a contract modification, then we also include the mod number.

Award Date: The date the action was awarded.

Contractor: The contractor for the action.

Description: The description of the good or service being requested on the requisition linked to the specific action.

Assigned to: The individual who 'owns' the requisition.

Award Amount: The amount awarded with the action.

Requesting Agency/Area: The agency & area requesting the goods or services

ATS Screen Layouts

The screenshot shows the Oracle Developer Forms Runtime - Web interface for the Acquisition Tracking System (ATS). The main window title is "Oracle Developer Forms Runtime - Web" and the subtitle is "Acquisition Tracking System (ATS) - Welcome JNOLTON". The menu bar includes "File", "Process", "Reference", "Reports", and "Help". The main content area displays a dialog box titled "ATS COMPLETED ACTIONS".

The dialog box contains the following fields and options:

- Organization: [Dropdown]
- Assigned to: [Text] ?
- Agency: [Dropdown]
- Area: [Dropdown]
- Action Type: [Text] ?
- Contract: [Text] ?
- Delivery Order: [Text] ?
- Amount Range: [Text] [Text]
- All Dates
- Enter Date Range: Start Date [10/01/2005] End Date [09/30/2006]
- Enter Fiscal Year: [Text]
- Number of Days to Expiration (less than 365): [Text]
- Report Sort Order: [Text]
- Specialist/Agent Contract Number: [Text]
- Run Report: [Button]
- Cancel: [Button]

At the bottom of the main window, there is a status bar showing "Record: 1/1" and "<OSC>".

Completed actions can be generated by:

- Organization
- Assigned to
- Agency
- Area
- Action type
- Amount range
- Date range

The amount range selection will be against the total contract amount (award amount).
The dates may be all dates, a date range, or a fiscal year. The date range selection will be against the award date.
The report will be in order by specialist/agent (assigned to) and contract number.

ATS Screen Layouts

ATS - Completed Actions

Assigned to: BROWN

Contract Number/ Mod No.	DO No. / Amend No.	Contractor Description	Award Amount	Type of Business	Award Date	Type of Action	Requesting Agency Area
53-3K06-01-0200 001		BEAUTIFY JANITORIAL PROFESSIO AND NAL CLEANING SERVICES SERVICES CORPORATI ON	\$0.00		10/01/2000		ARS BA
53-3K06-01-0200 002		BEAUTIFY JANITORIAL PROFESSIO AND NAL CLEANING SERVICES SERVICES CORPORATI ON	\$0.00		10/01/2001		ARS NAL
53-3K06-01-0200 003		BEAUTIFY JANITORIAL PROFESSIO AND NAL CLEANING SERVICES SERVICES CORPORATI ON	\$0.00		12/06/2001		ARS NAL
53-3K06-01-0200 004		BEAUTIFY JANITORIAL PROFESSIO AND NAL CLEANING SERVICES SERVICES CORPORATI ON	\$7,564.59		10/01/2001		ARS NAL
53-3K06-01-0200 005		BEAUTIFY JANITORIAL PROFESSIO AND NAL CLEANING SERVICES SERVICES CORPORATI ON	\$0.00		10/01/2002		ARS NAL
53-3K06-01-0200 006		BEAUTIFY JANITORIAL PROFESSIO AND NAL CLEANING SERVICES SERVICES CORPORATI ON	\$5,040.91		10/05/2002		ARS NAL
53-3K06-01-0200 007		BEAUTIFY JANITORIAL PROFESSIO AND	\$26,155.54		10/05/2002		ARS BA

Friday, February 10 2006

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Completed Action report- This reports on the actions that have been completed. An action is considered completed when the award date has been entered and the 'assigned to close out' has not been checked.

Assigned to: The individual who 'owns' the requisition.

Contract Number/Mod. No.: The contract number of the action. If the action was a contract modification, then we also include the mod number.

DO No.: Order number for those awards that were delivery orders or task orders

Contractor: The contractor for the action.

Description: The description of the good or service being requested on the requisition linked to the specific action.

Award Amount: The amount awarded with the action.

Type of Business: The type of business. The values will be determined by the checkboxes completed for the 'type of business' selection on the award screen.

ATS Screen Layouts

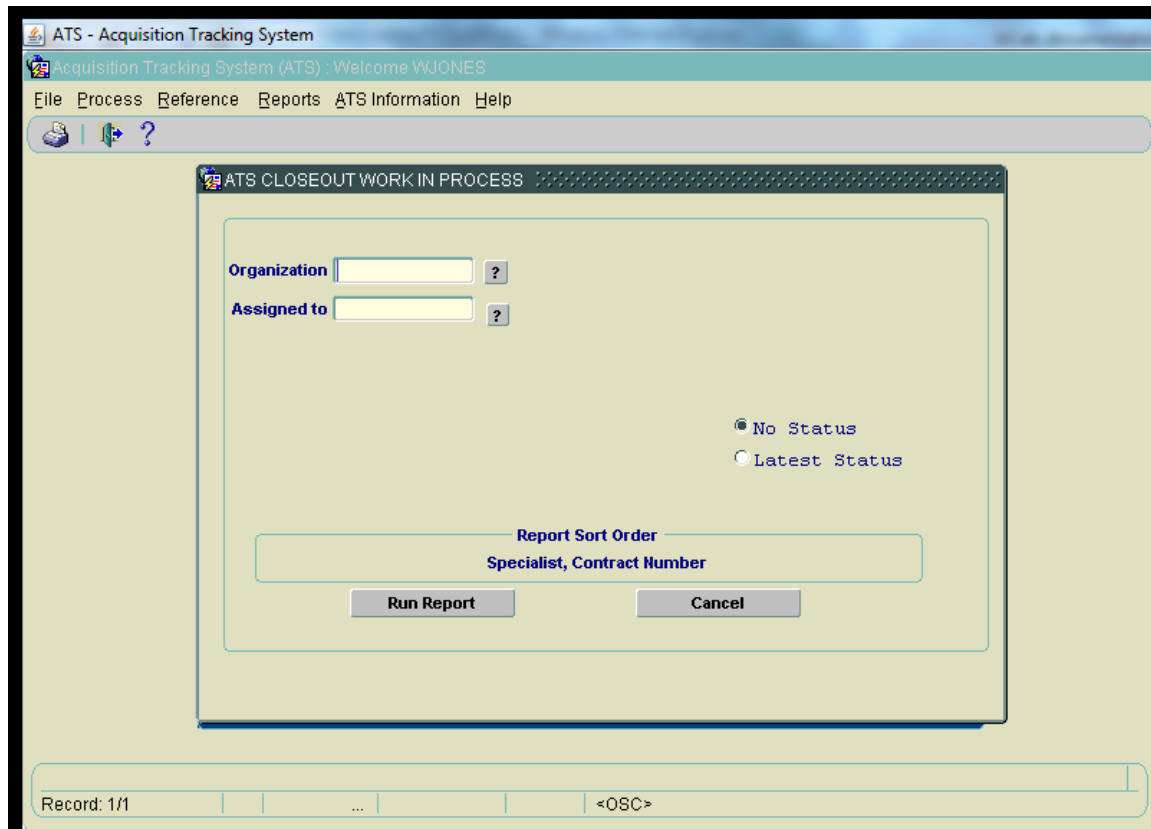
Award Date: The date the action was awarded.

Type of Action: The type of action chosen when this was awarded. Valid values would be: contract, modification, task order, delivery order, purchase order, purchase card

Received date: The date the requisition was received in the procurement office.

Requesting Agency/Area: The agency & area requesting the goods or services.

ATS Screen Layouts



Closeout Work In Progress reports can be generated by:
Organization
Assigned to

This reports all the awards that have been assigned to close out. This is all awards where the assigned to close out flag is set to 'Y'.

Status can be included or not included.

The report will be in order by specialist/agent (assigned to) and contract number.

ATS Screen Layouts

ATS - CLOSEOUT Work In Process w/Comments

Contract Number	Contractor Name	Description	Assigned To	Contract Expiration Date	Total Obligated Amount	Requesting Agency Area
43-3K06-04-3600	SPHERECOM ENTERPRISES, INC.	IT SECURITY DOCUMENTATION & GUIDANCE		01/31/05	\$56,425.48	ARS HDQ
43-3K06-05-0100	METROPOLITAN PROTECTIVE SERVICES, INC.	EXTEND PERFORMANCE FOR BARC ALARM MONITOR.		09/30/05	\$72,320.04	ARS BA
53-3K06-00-0100	GOODÉ TRASH REMOVAL, INC.	EXTEND TRASH REMOVAL SERVICES THROUGH MEO TRANSITION		03/30/05	\$1,182,037.91	ARS BA
53-3K06-04-0300	BMT ENTECH	PAIDC WORK	RYAN	04/08/04	\$0.00	ARS BA

Comments: THIS CONTRACT WAS PERMANENTLY TRANSFERRED TO THE DEPARTMENT OF HOMELAND SECURITY, AND IS NO LONGER A USDA CONTRACT.

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Contract Number: Contract number from the awards.

Contract Name: Contractor.

Description: The description of the good or service being requested on the requisition linked to the specific action.

Assigned to: The individual who ‘owns’ the requisition

Contract Expiration Date: The contract expiration date from the awards for the base contract.

Total Obligated Amount: The sum of all of the total award amounts for all actions (mods, delivery orders, delivery order mods) against this contract.

Requesting Agency/Area: The agency & area requesting the goods or services.

ATS Screen Layouts

The screenshot displays the 'ATS - Acquisition Tracking System' window. The title bar reads 'ATS - Acquisition Tracking System' and the window content shows 'Acquisition Tracking System (ATS) - Welcome WJONES'. The menu bar includes 'File', 'Process', 'Reference', 'Reports', 'ATS Information', and 'Help'. The main area features a dialog box titled 'ATS CLOSED OUT' with the following fields and options:

- Organization**: Text input field with a help icon (?)
- Assigned to**: Text input field with a help icon (?)
- Agency**: Dropdown menu
- Area**: Dropdown menu
- Date Selection**:
 - All Dates
 - Enter Date Range: **Start Date** (10/01/2011) and **End Date** (09/30/2012)
 - Enter Fiscal Year: Text input field
- Report Sort Order**: Text input field containing 'Specialist, Contract Number'
- Buttons**: 'Run Report' and 'Cancel'

At the bottom of the window, the status bar shows 'Record: 1/1' and '<OSC>'.

Closed Out reports can be generated by:

- Organization
- Assigned to
- Agency
- Area
- Date range

This reports all the awards that have been assigned to close out. This is all awards where the assigned to close out flag is set to 'Y' and a Closeout Date has been entered.

The dates may be all dates, a date range, or a fiscal year. The date range selection will be against the award date.

The report will be in order by specialist/agent (assigned to) and contract number.

ATS Screen Layouts

ATS - CLOSED OUT

Contract Number	Contractor Name	Description	Assigned To	Contract Expiration Date	Total Obligated Amount	Closed Out Date
43-3K06-04-3600	SPHERECOM ENTERPRISES, INC.	IT SECURITY DOCUMENTATION & GUIDANCE		01/31/2005	\$56,425.48	04/18/2005
43-3K06-05-0100	METROPOLITAN PROTECTIVE SERVICES, INC.	GUARD SERVICES FOR BARC (ALARM MONITOR)		09/30/2005	\$72,320.04	10/12/2005
53-3K06-00-0100	GOODE TRASH REMOVAL, INC.	TRASH REMOVAL SERVICES		03/30/2005	\$1,182,037.91	10/13/2005
53-3K06-04-0300	BMT ENTECH	PAIDC WORK	RYAN	04/08/2004	\$0.00	09/16/2004

Tuesday, March 7 2006 Page: 2 of 2

Contract Number: Contract number from the awards.

Contract Name: Contractor.

Description: The description of the good or service being requested on the requisition linked to the specific action.

Assigned to: The individual who 'owns' the requisition

Contract Expiration Date: The contract expiration date from the awards for the base contract.

Total Obligated Amount: The sum of all of the total award amounts for all actions (mods, delivery orders, delivery order mods) against this contract.

Closed Out Date: The dated the contract was closed.

ATS Screen Layouts

The screenshot displays the Oracle Developer Forms Runtime - Web interface for the Acquisition Tracking System (ATS). The main window title is "Oracle Developer Forms Runtime - Web" and the application title is "Acquisition Tracking System (ATS) - Welcome ARMP5". The menu bar includes "File", "Process", "Reference", "Reports", and "Help". The main content area shows a form titled "ATS PBSC" with the following fields and controls:

- Organization**: A dropdown menu.
- Assigned to**: A text input field with a help icon (?).
- Agency**: A dropdown menu.
- Area**: A dropdown menu.
- Contract**: A text input field with a help icon (?).
- Delivery Order**: A text input field with a help icon (?).
- Amount Range**: Two text input fields for defining a range.
- Date Selection**: Three radio buttons: "All Dates" (selected), "Enter Date Range", and "Enter Fiscal Year".
- Start Date**: A text input field containing "10/01/2005".
- End Date**: A text input field containing "09/30/2006".
- Report Sort Order**: A text input field containing "Specialist/Contract number".
- Buttons**: "Run Report" and "Cancel" buttons.

At the bottom of the window, there is a status bar showing "Record: 1/1" and navigation controls including "<OSC>".

PBSC Contracts will be selected by: organization, assigned to, agency, area, action type, Contract Number, Delivery Order, and amount range. The amount range selection will be against the total contract amount (award amount).

The dates maybe all date, a date range, or a fiscal year. The date range selection will be against the award date.

The report will be in order by contract number.

ATS Screen Layouts

ATS - PBSC Contracts

Contract Number	Award Date	Contractor	Description	Assigned to	Total Contract Amount	Requesting Agency	Requesting Area
533R06090200	03/30/2004		ADDITIONAL SECURITY	ROUSE	\$44,661.32	ARS	SAA
533R06090200	03/30/2004		LOCKSMITH SERVICES	ROUSE	\$39,604.23	ARS	SAA
533R06020100	08/15/2002	GLOBAL SOLUTIONS NETWORK, INC.	CONTINUING RESOLUTION \$26,914.93 OBLIGATED	ROUSE	\$6,977,190.00	ARS	NAL
533R06020100	08/15/2002	GLOBAL SOLUTIONS NETWORK, INC.	CONTINUING RESOLUTION \$157,644.59	ROUSE	\$6,977,190.00	ARS	NAL
533R06020100	08/15/2002	GLOBAL SOLUTIONS NETWORK, INC.	CONTINUING RESOLUTION \$192,249.50	ROUSE	\$6,977,190.00	ARS	NAL
533R06020100	08/15/2002	GLOBAL SOLUTIONS NETWORK, INC.	EQUITABLE ADJUSTMENT \$79,477.56 OBLIGATED	ROUSE	\$6,977,190.00	ARS	NAL
533R06020100	08/15/2002	GLOBAL SOLUTIONS NETWORK, INC.	CONTINUING RESOLUTION \$81,254.80 OBLIGATED	ROUSE	\$6,977,190.00	ARS	NAL
533R06020100	08/15/2002	GLOBAL SOLUTIONS NETWORK, INC.	CONTINUING RESOLUTION \$28,439.18 OBLIGATED	ROUSE	\$6,977,190.00	ARS	NAL
533R06020100	08/15/2002	GLOBAL SOLUTIONS NETWORK, INC.	CONTINUING RESOLUTION \$52,815.62 OBLIGATED	ROUSE	\$6,977,190.00	ARS	NAL
533R06020100	08/15/2002	GLOBAL SOLUTIONS NETWORK, INC.	REVISE SOW EQUITABLE ADJUSTMENT \$69,000 OBLIGATED	ROUSE	\$6,977,190.00	ARS	NAL

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PBSC Contracts report- This reports on the actions that have been identified as PBSC. An action is identified as PBSC by checking the PBSC box on the award screen.

Contract Number/Mod. No.: The contract number of the action. If the action was a contract modification, then we also include the mod number.

Award Date: The date the action was awarded.

Contractor: The contractor for the action.

Description: The description of the good or service being requested on the requisition linked to the specific action.

Assigned to: The individual who 'owns' the requisition.

Award Amount: The amount awarded with the action.

Requesting Agency/Area: The agency & area requesting the goods or services.

ATS Screen Layouts

Oracle Developer Forms Runtime - Web

Acquisition Tracking System (ATS) : Welcome JNOLTON

File Process Reference Reports Help

ATS WORK IN PROCESS

Organization [dropdown]
Assigned to [text] ?
Agency [dropdown]
Area [dropdown]

Amount Range [text] [text]

No Status
 Latest Status

Report Sort Order
Specialist/Agent Number [text]

Run Report Cancel

Record: 1/1 ... <OSC>

Work In Process will be selected by: organization, assigned to, agency, area, and amount range. The amount range selection will be against the requisition amount. The report will be in order by specialist/agent (assigned to).

ATS Screen Layouts

Reports Builder - [newATS Work In Process: Report Editor - Paper Design]

File Edit View Insert Format Layout Program Tools Window Help

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Courier New (Western) 10 B I U

ATS - Work In Process

Assigned to	Requisition Number	Description	Requisition AMOUNT	Received Date	Requesting Agency Area
ROUSE	0-000-000-000-5		\$5,222.00	05/28/2006	CSREES BA
	0-8220-920-2011-0	DIETITIAN - FNIC	\$0.00	04/28/2000	ARS NAL
	0-8220-920-2020-0	CIRCULATION / REFERENCE LIBRARIAN	\$0.00	04/15/2000	ARS NAL
	0-8220-920-5002-0	DOCUMENT DELIVERY SERVICES	\$0.00	09/28/1999	ARS NAL
	0-8220-920-5046-0	REFERENCE LIBRARIAN SERVICES	\$0.00	12/15/2000	ARS NAL
	0-8220-920-5127-0	PRESERVATION OFFICE SERVICES	\$0.00	04/28/2000	ARS NAL
	0-8220-920-5444-0	DOCUMENT DELIVERY LIBRARIAN SERVICES	\$0.00	09/28/2000	ARS NAL
	0-8220-920-5445-0	REFERENCE LIBRARIAN SERVICES	\$0.00	09/28/2000	ARS NAL
	0-8220-920-5453-0	REFERENCE LIBRARIAN SERVICES FOR FSRIO	\$0.00	09/30/2000	ARS NAL
	0-8220-929-01	WIC WEBSITE DESIGN	\$0.00	02/20/2000	ARS NAL
	0-8230-920-1042-0	REDESIGN OF CIVIL RIGHTS STAFF AREA ON ARS WEBSITE	\$0.00	11/20/1999	ARS NAL
	0-8230-920-1299-0	PRESERVATION LIBRARY TECHNICIAN SERVICES	\$0.00	09/21/2000	ARS NAL
	00048A	AMENDMENT 2	\$0.00	08/29/2001	ARS BA
	00048B	AMENDMENT 2 - EXERCISE OPTION 1	\$0.00	08/29/2001	ARS BA
	0039	REVISE DELIVERABLE DATES FOR TASK 5 AND 5.1.	\$0.00	07/16/2003	ARS BA
	0048A	POST INTERVIEW PROCESSING SYSTEMS (PIPS)	\$0.00	03/21/2002	ARS BA
	0048B	PIPS. EXERCISE OPTION I.	\$0.00	09/26/2002	ARS BA
	012258500001401	AMEND CONTRACT TO ADD 6 CU YD DUMPSTER - BASE PERIOD	\$0.00	04/11/2000	ARS BA

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Work In Process: This reports all the requisitions currently being processed. A requisition is considered to be **in process** when no contract, delivery order, etc has been awarded.

Assigned to: The individual who is currently working on the requisition.

Requisition number: The number of the requisition.

Description: The description of the goods or services being requisition.

Requisition Amount: The dollar amount of this requisition.

Received date: The date the requisition is received in the procurement office.

Requesting Agency/Area: The agency & area requesting the goods or services.

