



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE
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WASHINGTON, DC 20301-3000

MAR 18 2008

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Standard Procurement System (SPS) – Electronic Document Access (EDA)
Data Implementation Guidance

In the past two years the Electronic Document Access (EDA) program has developed the capability to receive contract data from the Standard Procurement System (SPS) in order to improve data accuracy and enable pre-population of data in the Wide Area Workflow (WAWF) system. However, to date only a few of our contracting sites have begun to use this capability. In order to jump start this effort, I am providing this guidance to the Defense Components and Agencies for use at their sites that are deployed on SPS. Effective immediately, please use the procedures cited in the attached document “Standard Procurement System (SPS) – Electronic Document Access (EDA) eXtensible Markup Language (XML) for Wide Area Workflow (WAWF) Pre-population” and begin to send contract data from your system.

In order to monitor the implementation of this request, please provide me with a consolidated list of your SPS sites with the scheduled date for enabling this capability to the Action officer below, via his email address, by April 30, 2008. To clarify, the Components will each provide a consolidated response for their respective organizations, listing each contracting site and the scheduled date for enabling this capability. If already enabled, list the date it was enabled. The Defense Agencies will also provide similar information for their respective contracting activities.

Thank you for your support of this important efficiency initiative. Please refer any questions to Craig Curtis at craig.curtis@osd.mil or (703) 602-8032.

Shay D. Assad
Director, Defense Procurement,
Acquisition Policy, and
Strategic Sourcing

Attachments:
As stated



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Standard Procurement System (SPS) Electronic Document Access (EDA) eXtensible Markup Language (XML) for Wide Area Workflow (WAWF) Pre-population

Version: February 1, 2008

SPS Server sites should utilize the Procurement Desktop – Defense (PD²) Adapter to send XML to EDA. This XML will not take the place of the postscript and index files currently sent, but will augment them to allow for the pre-population of additional XML contract data into WAWF vendor entry forms.

SPS sites that have already received certification from the Defense Finance & Accounting Service (DFAS) for sending postscript and index files to EDA are already certified to send XML to EDA. If SPS XML data is available, and the contract load date falls within a certification window(s) and the status of the site is "Active," EDA will send XML contract data elements to WAWF to pre-populate vendor entry forms.

In order to configure the PD² Adapter to send XML to EDA, SPS System Administrators should go to <http://sps.caci.com/> and navigate to Downloads > Downloads by Product > PD² Adapter > PD² Adapter - EDA Configuration Script, to obtain configuration instructions.

For those SPS sites that have not yet installed the PD² Adapter, contact your SPS Desk Officer to order it through the SPS Deployment Process. The Desk Officer's information can be located at <http://www.spscoe.sps.eis.army.mil/deskofficers.htm>.

Any questions about this instruction related to EDA should contact edamail@bta.mil, and any questions from an SPS Authorized Caller about the PD² Adapter can be directed to sps.helpdesk@caci.com.