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ACQUISITION
TECHNOLOGY
AND LOGISTICS

JUN 17 2009

MEMORANDUM FOR COMMANDER, UNITED STATES SPECIAL OPERATIONS COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES TRANSPORTATION COMMAND (ATTN: ACQUISITION EXECUTIVE)
DEPUTY ASSISTANT SECRETARY OF THE ARMY (PROCUREMENT), ASA (ALT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY (ACQUISITION & LOGISTICS MANAGEMENT), ASN (RDA)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE (CONTRACTING), SAF/AQ
DIRECTORS, DEFENSE AGENCIES
DIRECTORS, DOD FIELD ACTIVITIES

SUBJECT: Randolph Sheppard Act Contract Action Reporting

This memorandum provides instructions for reporting of actions resulting from contract awards, for the operation of a military dining facility, to State Licensing Agencies based on the Randolph Sheppard Act (RSA). This reporting requirement is in response to the Department of Defense (DoD) Office of Inspector General recommendation to add a field to the Federal Procurement Data System (FPDS) to report DoD RSA contract actions. The data collected will also facilitate the Department's response to Congressional requests for RSA contract award data.

The reporting requirement applies to RSA contract award actions effective October 1, 2008, forward. Contracting officials shall report RSA contract actions in the FPDS by selecting "ZRS" in the "Program, System, or Equipment Code" data field of the contract action report. The screen will read "RSA Dining Facility." Contracting officials are requested to correct previously reported applicable Fiscal Year 2009 contract action reports in FPDS for the new code. The code is not available for use on contract actions awarded prior to Fiscal Year 2009.

My staff point of contact on this matter is Ms. Susan Pollack, 703-697-8336 or susan.pollack@osd.mil.

Shay D. Assad
Director, Defense Procurement
and Acquisition Policy