



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

NOV - 1 2011

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)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(ACQUISITION AND PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING)
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Certifying FY11 Contract Data Reported to the Federal Procurement Data System
(FPDS) and Other Enterprise Systems

This memorandum reminds components of the December 2, 2011, due date for submission of component certifications of FY11 contract data reported to enterprise systems to my office in accordance with the Department of Defense (DoD) FPDS Contract Reporting Data Improvement Plan version 1.4 (v1.4) posted at http://www.acq.osd.mil/dpap/pdi/eb/federal_procurement_data_system_-_next_generation_fpds-ng.html. Certification packages are required to be signed by the Senior Procurement Executive (delegable) and to be inclusive of all procurement activities/offices within their authority. Packages shall include:

1. A completed Agency FPDS Data Quality Certification (Exhibit E from the FPDS Contract Reporting Data Improvement Plan, v1.4).
2. The FY11 completed validation and verification review results (Exhibit B from the FPDS Contract Reporting Data Improvement Plan, v1.4).
3. An estimate of the number of FY11 reportable actions and the associated net obligations that have not yet been reported by the date of submission of the package to DPAP, if any.
 - o Include with the estimate the date by which reporting will be completed.
 - o Include with the estimate a description of the corrective action plan being established and executed within the component to ensure reporting in accordance with the Federal Acquisition Regulation (FAR) subpart 4.6 requirements.
 - o If there are no outstanding reports to be completed, please indicate.

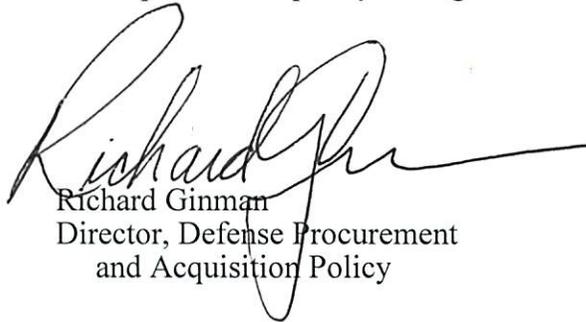
In addition to the items listed above related specifically to FPDS reporting previously outlined in the version 1.4 plan, please also include with your certification package the attached Addendum. As we expand the data improvement plan in FY12 to cover more than FPDS contract action reporting, items listed on the addendum to this memorandum will be addressed in

this consolidated manner and included in the annual certification. This Addendum to your FY11 certification package will establish a framework for several of the new items.

The proposed DoD Contract Data Improvement Plan for FY12 will be available in draft at the DPAP website at <http://www.acq.osd.mil/dpap/pdi/eb/dataimp.html#> by November 14, 2011. This plan, in addition to FPDS reporting, encompasses compliance with several other contracting processes and data reporting requirements outlined in the Federal Acquisition Regulation (FAR), Defense FAR Supplement, and other policy as noted in the plan. The section of the plan related to FPDS contract reporting data validation requirements has not changed from FY11, except the addition of two data elements regarding sustainability products and services.

Request that any comments on the FY12 draft plan be provided by November 28, 2011. Updated component-level FY12 data improvement plans based on the new DoD plan should be provided no later than December 30, 2011.

My action officer for this action is Ms. Lisa Romney (lisa.romney@osd.mil, 703-588-0672). Thank you again for your efforts to improve data quality throughout the procurement process.



Richard Ginman
Director, Defense Procurement
and Acquisition Policy

Attachment:
As stated

ADDENDUM TO FY11 CONTRACT DATA CERTIFICATION PACKAGE

By signature on the FY11 Agency FPDS Data Quality Certification, the senior procurement executive also certifies that:

1. All terminations for default, terminations for cause, and final determinations of defective cost or pricing data issued since October 29, 2010; and non-responsibility determinations issued during FY11 have been reported to the Federal Awardee Performance and Integrity Information System (FAPIS) in accordance with Federal Acquisition Regulation (FAR) subparts 9.104-6(d) and 42.1503(f).
2. All the following required notices were posted to FedBizOpps for solicitations and awards issued in FY11, as applicable, using the specific notice types for each available in the system (i.e., not as attachments to other notices): Presolicitation and/or Combined Synopsis/Solicitation (FAR subpart 5.2), Award Notice (FAR subpart 5.301), Justification and Approval (J&A) (FAR subpart 5.406(a)), Intent to Bundle Requirements (Defense FAR Supplement (DFARS) subpart 205.205-70), and Fair Opportunity/Limited Sources Justifications (FAR subpart 5.406(b)-(c)). Note: the requirement for posting Fair Opportunity/Limited Source Justifications was effective for orders awarded May 16, 2011 or later.
3. Vendor representations in the Online Representations and Certifications Application (ORCA) are being used as indicated in the FAR / DFARS. This means the following:
 - a. Non-commercial items. (1) FAR clauses 52.204-8 and DFARS 252.204-7007 Alternate A were included in the solicitation, (2) the list of representations and certifications at FAR subpart 4.1201(a)-(bb) and DFARS subpart 204.1202(2)(i)-(xii) were not included in the solicitation, and (3) the contracting officer relied on the offeror's record in ORCA.
 - b. Commercial items. The contracting officer relied on the vendor's record in ORCA based on the offeror's representation in FAR clause 52.212-3 that their ORCA record applies.
 - c. Where registration in the Central Contractor Registration (CCR) database was not required (i.e., FAR clause 52.204-7 was not included) for a particular solicitation / contract, ORCA is not required.
4. Contractor semi-annual and annual Individual and Summary Subcontracting Reports (ISRs and SSRs) on subcontracting plan achievements submitted to the Electronic Subcontracting Reporting System (eSRS) are being acknowledged (or returned for correction) in a timely fashion (see FAR subpart 19.705-6(h)).
5. Contracts whose periods of performance entered their 61st month during FY11 have been reviewed and any required rerepresentation modifications (see FAR subpart 19.301) have been reported to FPDS.

6. All novation modifications have been reported to FPDS. If the contractor's size status changed as a result of the novation, this has been updated in the contract action report for the novation (see FAR subpart 19.301).
7. All Other Transactions for Prototypes actions awarded in FY11 have been reported to FPDS (see DPAP Policy Memo dated February 26, 2010).

Please provide explanation below or on a separate attachment for any clarifications or caveats (if any) to the above statements for the component. Additionally, please address what efforts have been put in place to monitor and improve your component's compliance with these requirements.