



PROCURE-TO-PAY

TRAINING SYMPOSIUM 2019

Orlando

Contract Closeout Accomplishments and EDA Reports

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Agenda

- Closeout Accomplishments
 - Established Electronic Environment
 - Reporting Closeout to FPDS
 - PIEE Contract Closeout
- The DTRA Experience
- Closeout Reports
- EDA Clean-up
- Questions

Closeout Accomplishments

- Policy
 - Established Data Standard for Closeout (FY15)
 - Established Electronic Document Access as repository for closeout (FY15)
 - Raised Automated Closeout threshold (FY15)
 - Modified the Financial Management Regulations to eliminate the requirement for a contract closeout modification to deobligate excess funds (FY16)
- Systems
 - Created Automated Closeout in the Procurement Integrated Enterprise Environment (PIEE) (FY15)
 - Added Manual Closeout in PIEE (FY17)
 - Established Data Lake reports to support closeout (FY18)
 - Electronic Document Access Data Clean-up (FY19)
- Routing
 - Created standard routing for contract closeouts (FY15)
 - Added ability for Standard Procurement System to send and receive closeout notices (FY15)
 - Created closeout feed to Federal Procurement Data System (FY18)

Policy for Electronic Closeout

PGI 204.804-1 Closeout by the office administering the contract.

Locally developed forms or a statement of completion may be used instead of the DD Form 1594, Contract Completion Statement, and use the administration office closeout date. Whichever method is used, the form shall be retained in the contract file and **copies sent to Electronic Document Access (EDA) and financial systems using the American National Standards Institute (ANSI) X12 Electronic Data Interchange (EDI) 567 transaction set.**

PGI 204.804-2 Closeout of the contracting office files if another office administers the contract.

(iv) Upon final payment—

- (A) Process a DD Form 1594 or **the electronic equivalent** verifying that all contract administration office actions have been completed; and
- (B) Send the original DD Form 1594 or **the electronic equivalent** to the contracting office for filing in the contract file **and send a copy to EDA and financial systems using the ANSI X12 567.**



PIEE Contract Closeout

- **Automated Closeout:** Automatically closes the contract and creates the 567C for contracts that meet the automated contract closeout criteria upon payment of the final invoice. The CO has 120 days to stop auto-close.
- **Manual Closeout:** Allows for the manual generation of the DD1594 and contract completion checklist. Information is imported and prepopulated to support closeout from EDA, WAWF and MyInvoice.

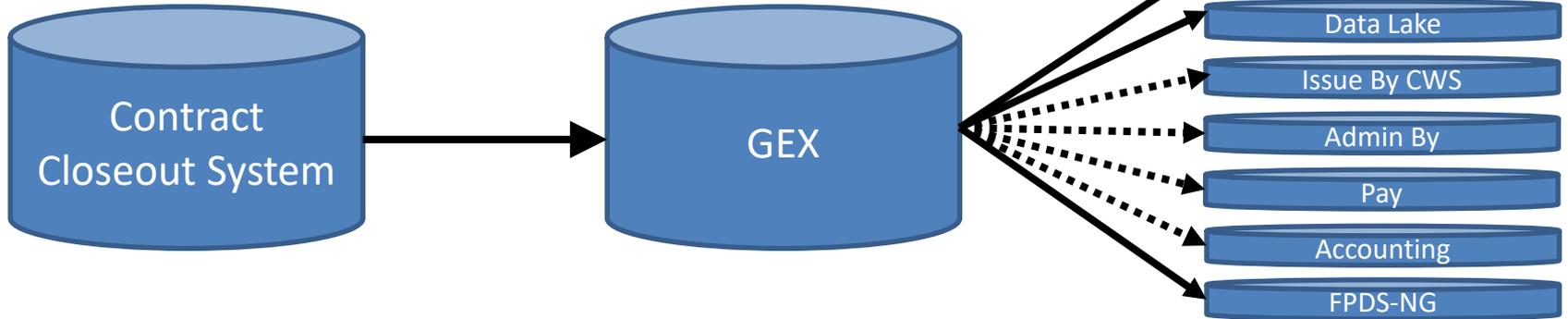
PIEE Automated Closeout requires
-PDS to EDA
Fully conformed contract
-WAWF Invoice
-MyInvoice

PIEE Manual Closeout can be used for any contract that can't be auto-closed

567C Contract Closeout Notice Data Routing*

Contract Closeout System sends single transaction with single header. GEX will route.

PIEE
SPS
EBS
MOCAS



Routing by DoDAAC for issue, admin, and pay offices; and by AAI for accounting

Federal Procurement Data System (FPDS) Close-Out Requirement

- Effective Q1 FY18 federal government procurement organizations must report closed contracts to FPDS
 - FPDS still records contract closeout when a modification is issued
 - FPDS will now also record contract closeout when a notification is sent from GEX
- DoD does not require CWS to update FPDS directly if 567C transactions sent to EDA
 - No impact if your organization sends 567C closeout transactions to EDA
 - GEX maps started sending the closeout notices November 7, 2017

Over 5.9 Million Closeout Notices sent to FPDS since 11/07/2017

The DTRA Experience

- Intro
- Why use the Closeout Module?
- How to use it?
- Challenges
- Successes
- Q&A

Why use the Closeout Module?

- How we used to do closeouts
- How we do closeouts now
- Why the change?

How to use it?

- User Access, Roles, etc.
- Tested in PIEE 6.0.0 – Dec2018
- Implemented in PIEE 5.12.2 – Jan2019 onward
- Verify if closed: PD2, EDA, auto-close
- Search for closeout worksheet
- DD 1594 vs. 567c
- Transmits to EDA

Challenges

- Familiarity
 - Statuses
 - DO/TO that are not 13 digits

(1) Non-DTRA administered contracts

(2) IDIQ base contracts

- DPC Support + WAWF Issue Tracker (WIT)
- Fixes coming soon- Version 6.0.0.

Statuses
Saved – Closeout being worked
Ready to Close – Closeout sent to Contracting Officer
Completed – Contracting Officer Signed
567C Sent – DD1594 Distributed

Successes

- Easy & Fast
- Compliant
- Improved productivity with backlog

Data Lake Closeout Reports

- Reports have been specifically designed to provide greater visibility into the contract closeout data across the enterprise
- The reports take in data from numerous enterprise systems including WAWF, EDA, and myInvoice
- Each report allows users to perform searches and export the results to either CSV (Excel) or PDF

Electronic Document Access (EDA), Wide Area Workflow (WAWF)

Data Lake Closeout Reports

Contract Invoice
History

Procurement
Instruments
Awarded & Closed

Contract Execution
History

Contract Invoice History

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EDA Contract Data

CLIN	CLIN Obligated Amount	POP Start Date	POP End Date	CLIN Delivery Date	iRAPT Invoice Data					
0001	\$712,162.51	2008-08-25	2009-08-24		CLIN Invoice Amount	Invoice Date	Invoice Number	Final Invoice Indicator	Shipment Number	Final Shipment Indicator
					\$62,690.77	2008-12-12	BVN0001	N		
					\$55,955.27	2009-02-17	BVN0002	N		
					\$136,306.76	2009-02-27	BVN0003	N		
					\$76,960.24	2009-04-10	BVN0004	N		
					\$60,590.02	2009-05-07	BVN0005	N		
					\$151,094.02	2009-07-28	BVN0006	N		
					\$84,071.68	2009-08-14	90210517	N	SER0007	N
					\$66,130.68	2009-09-01	90218795	N	SER0008	N
					\$4,204.68	2009-10-26	90269335	N	SER0009	N
					\$1,785.64	2010-11-19	164217	N	SER0024	N
					-\$680.57	2013-09-06	BVNM058	N		
					Total Obligated Amount: \$712,162.51					
					Invoice Total: \$699,109.19					
					Unliquidated Obligation: \$13,053.32					

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Procurement Instruments Awarded and Closed Examples

Example A

Total Procurement Instruments	Total Open	Total Closed	% Closed	Total Past Archive Retention Date	% Past Archive Retention Date
17	1	16	94.12%	0	0.00%

Example B

Total Procurement Instruments	Total Open	Total Closed	% Closed	Total Past Archive Retention Date	% Past Archive Retention Date
13	7	6	46.15%	0	0.00%

Example C

Total Procurement Instruments	Total Open	Total Closed	% Closed	Total Past Archive Retention Date	% Past Archive Retention Date
14	8	6	42.86%	0	0.00%

Contract Execution History

Browser: <http://ec2-52-72-44-239.compute-1.amazonaws.com/dashboard> | Wide Area Workflow eBusines... | DLA COE DataLake

EDA Contract

[Contract Details](#) | [Scroll to Top ^](#)

CLIN	CLIN Obligated Amount	POP Start Date	POP End Date	CLIN Delivery Date	Details
0001	\$712,162.51	2008-08-24	2009-08-23		<div style="border: 1px solid #ccc; padding: 5px;"> <p style="text-align: center;">Summary</p> <p>Total Obligated Amount \$712,162.51</p> <p>Invoice Total \$699,109.19</p> <p>Unliquidated Obligation \$13,053.32</p> </div>
0002		2008-09-26	2009-08-23		<div style="border: 1px solid #ccc; padding: 5px;"> <p style="text-align: center;">Summary</p> <p>Total Obligated Amount \$290,892.68</p> <p>Invoice Total \$292,859.50</p> <p>Unliquidated Obligation -\$1,966.82</p> </div>
000201	\$12,730.57	2008-09-26	2009-08-23		<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> <p>See CLIN Base 0002</p> </div>
000202	\$278,162.11	2008-09-26	2009-08-23		<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> <p>See CLIN Base 0002</p> </div>
0003		2008-09-26	2009-08-23		<div style="border: 1px solid #ccc; padding: 5px;"> <p style="text-align: center;">Summary</p> <p>Total Obligated Amount \$45,277.31</p> </div>

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Contract Closeout Management Reporting System

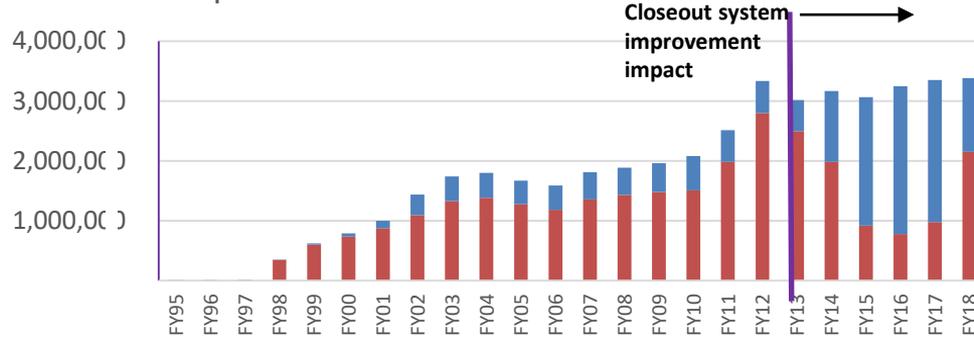
- **PIEE Contract Closeout Exclusions Report**
 - Identifies contracts that were evaluated for automated closeout but did not meet one or more of the criteria.
- **Automated PIEE Closeout**
 - Contracts pending and closed through PIEE Automated Closeout

EDA Clean-up

Data as of January 9th, 2018

Data as of March 15th, 2019

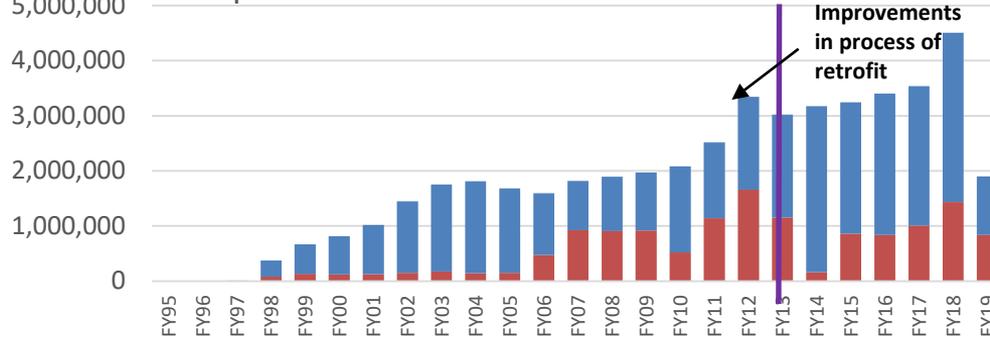
EDA Open vs. Closed Contracts FY1995-FY2018YTD



30% of contract actions issued in FY15-FY17 are recording as open

FY18: 36% Closed
FY18: 64% Open

EDA Open vs. Closed Contracts FY1995-FY2019YTD



28% of contract actions issued in FY15-FY17 are recording as open

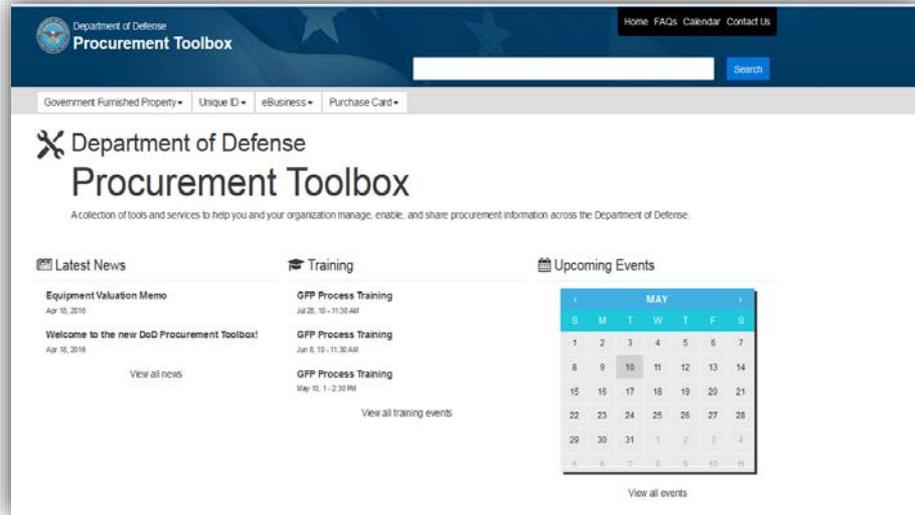
FY19: 56% Closed
FY19: 44% Open

EDA Open EDA Closed Records Retention Threshold by FY19

Closeout Gaps

Component	Status
Army	
USACE	In process of establishing channel to send 567s
Navy	
SPAWAR	Uses SPS, not sending 567s
SSP	Uses SPS, not sending 567s
ONR	Does not have an electronic closeout capability. Is not using CCO
ODAs	
DISA	Does not use SPS for closeout. Is not using CCO
DMA	Uses SPS, not sending 567s
DMEA	Uses SPS, not sending 567s
USTRANSCOM	Does not send closeouts

For more information



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