
Procure-to-Pay Capability Summary

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SUBJECT: Procurement Integrated Enterprise Environment (PIEE) Manual Closeout Capability

The Procurement Business Operations Requirements Group determined that many DoD organizations lacked a capability to provide the electronic notice of contract completion required by the Defense Federal Acquisition Regulation Supplement (DFARS) Procedures, Guidance and Information (PGI). In conjunction with the Contract Closeout Working Group (CCWG) an enterprise-wide DoD module was developed to achieve efficiencies by repurposing data from existing sources and so that each organization need not be responsible for developing their own capability.

POLICY: DFARS PGI 204.804 establishes the requirement for electronic notification of contract closeout.

DATA STANDARDS: The PIEE Contract Closeout module utilizes the Defense Logistics Modernization Standard 567C electronic data standard for contract closeout as required by PGI 204.804.

INFORMATION TECHNOLOGY INFRASTRUCTURE: To facilitate electronic contract closeout, an enterprise module capable of aggregating pertinent data, identifying eligible contracts based on this data, assisting the workforce in performing closeout, enabling the electronic workflow of closeout activities and routing the closeout notices to interested systems was required. Analysis indicated that the PIEE Automated Contract Closeout module could be modified to provide an enterprise capability for manual closeout.

A modification to the PIEE Contract Closeout module was subsequently designed and fielded in 2018. This tool now combines contract data (sent in a particularly data-rich format, called the Procurement Data Standard (PDS)) with the associated invoice data from Wide Area WorkFlow (WAWF) to identify contracts that are physically complete and have a final invoice. The module then notifies contracting activities that the contract needs to be closed and creates a contract completion checklist based on the clauses in the contract. The tool allows contracting activities to workflow the steps of closeout internally and to external organizations to electronically complete and record all the required process steps of closeout.

IMPACT: Manual contract closeout within the PIEE Contract Closeout module has enabled organizations without an electronic closeout tool the capability to meet their electronic closeout requirement efficiently while at the same time reducing resources through the use of enterprise data and electronic workflow capability. As components migrate from the legacy contract writing systems to replacement systems, PIEE Contract Closeout provides an enterprise-wide capability, reducing system duplication. This module also reduces the administrative costs to the government of having outstanding Contract Closeout actions.

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