



ACQUISITION
AND SUSTAINMENT

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

MEMORANDUM FOR COMMANDER, UNITED STATES CYBER
COMMAND (ATTN: ACQUISITION EXECUTIVE)
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
(PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING)
DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS
DIRECTOR OF THE DEFENSE INNOVATION UNIT

SUBJECT: Data Call for Report to Congress on Department of Defense Use of Other
Transactions for Prototype Projects Fiscal Year 2022

- Reference: (a) USD(A&S) Memorandum Authority for Use of Other Transactions for Prototype
Projects Under 10 U.S.C. Section 2371b, dated November 20, 2018
(b) Section 873 of the John S. McCain National Defense Authorization Act (NDAA)
for Fiscal Year 2019 (Public Law 115-232), as amended by section 819 of the
NDAA for FY 2020 (Public Law 116-92)
(c) Joint Explanatory Statement accompanying the Department of Defense
Appropriations Act, 2019 (Public Law 115-245), pages 153-154

This memorandum follows the data collection and reporting requirements established in
reference (a) to provide a standard reporting format. In reference (a) Senior Procurement
Executives, Directors, and the relevant Commanding Officers were notified they were responsible
for accurately collecting and reporting the data required in references (b), and (c).

The reporting requirement will cover the Department's use of Other Transactions (OTs)
for prototype projects for FY 2022. The OT reports shall include the contracting agency, major
command, contracting office, award/effective date and completion date (period of performance),
product service code, awardee/vendor, award value, dollars obligated, agreements officer,
appropriation, budget line item, consortium, total expenditures for the reporting period,
purpose/program goal/description, status of project, brief description of successes/challenges for
case examples. OTs that include an option for follow-on production shall be clearly annotated in
the report and will include a description of the scope of the follow-on production, including
estimated cost, period of performance, deliverables, delivery dates, and source of funding. Two
new fields (columns AJ and AK) have been added to collect the information on the initial and
follow-on agreements/contracts.

The attached excel file contains prefilled data for each FY 2022 OT action reported in Federal Procurement Data System (FPDS) as of December 20, 2022, with a separate tab for each Component. On June 25, 2022, FPDS was updated to capture OT awards to a consortium. For actions reported after that date, if the user enters “yes,” the system prompts the user to identify the primary consortia member’s Unique Entity ID (UEI). The UEI will pull primary consortia member’s name and address information from the System for Award Management to provide visibility into the individual business performing work on a transaction awarded to a consortium. Each Component is requested to verify and validate the prefilled data in columns A-Y (V through Y since June 25, 2022); and make any necessary corrections in FPDS. If corrections are made in FPDS, please identify the corrected information on the spreadsheet as well. Each Component is also requested to complete columns V-AK (V through Y before June 25, 2022). If the “Primary Consortia Member” did not have a UEI or Commercial and Government Entity (CAGE) code prior to the reporting requirement that began June 25, 2022, leave those columns blank. Components shall submit a single, consolidated input to Defense Pricing and Contracting (DPC). To ensure proper tracking, Services and Components using the "CATMS" task management tool will be assigned this task via the system. The excel file can also be found on the DPC Policy Vault website (https://www.acq.osd.mil/dpap/ops/policy_vault.html).

Each Component should provide their consolidated data submission by not later than February 22, 2023, to DPC Contract Policy, at osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil. Please direct any questions to my point of contact, Mr. Larry McLaury, at 571-309-0940.

John M. Tenaglia
Principal Director,
Defense Pricing and Contracting