



ACQUISITION,  
TECHNOLOGY  
AND LOGISTICS

## OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000

JAN 28 2013

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: Reporting Indefinite Delivery Contracts and Agreements to the Federal Procurement Data System

The Office of Federal Procurement Policy has issued instructions to Federal agencies for completing certain fields in the Federal Procurement Data System (FPDS) when reporting indefinite-delivery contracts and agreements that allow orders to be placed by other contracting offices. This will allow the Interagency Contract Directory (ICD) (see Federal Acquisition Regulation (FAR) 7.105(b)(1)) to begin displaying search results by the agency's assigned program or vehicle name (e.g., Army's Computer Hardware, Enterprise Software and Solutions (CHESS)) and be more useful for identifying possible contracts to support requirements.


As such, all active and new ordering vehicles that are available for use by contracting offices outside the vehicle's awarding contracting office shall be assigned a short name or title. Vehicles impacted by this requirement include: Government-Wide Acquisition Contracts (GWACs), Multi-Agency Contracts, Other Indefinite Delivery Contracts (IDCs), Blanket Purchase Agreements (BPAs), and BPAs against Federal Supply Schedules. Effective immediately, when reporting the initial award of these vehicles to FPDS contracting officers shall:

- Include the full name of the program (e.g., Army's Computer Hardware, Enterprise Software and Solutions) in the Major Program field in FPDS.
- Include a short abbreviation of the program name (e.g., CHESS) in the Program Acronym field in FPDS. The first five characters of the Program Acronym data element for each type of ordering vehicle shall be entered as follows:
  - Federal Strategic Sourcing Initiative (FSSI) vehicles: FSSI-
  - Multiple-Award Multi-Agency Contracts: MMAC-
  - Single-Award Multi-Agency Contracts: SMAC-
  - BPAs available for use outside of the Military Service/Defense Agency: MBPA-
  - Agency-wide Acquisition Vehicles: AGYV-

For purposes of this instruction, an agency-wide acquisition vehicle is an indefinite-delivery, indefinite quantity contract or blanket purchase agreement (BPA) intended for the sole use of the Department of Defense (DoD). These may be for DoD-wide use or limited to one or more specific Military Service or Defense Agency.

Additionally, for any existing vehicles with ordering periods extending beyond Q2FY13, components are requested to accomplish a 'correction' to the original contract action report (modification 0) for the vehicle to include the above items. A list of these vehicles (awarded since FY08) has been provided to your FPDS lead representatives. Please accomplish these corrections by February 28, 2013 and advise my point of contact below when these actions are complete.

These instructions will be incorporated into the Defense FAR Supplement Procedures, Guidance, and Information within 90 days. My point of contact for FPDS reporting is Lisa Romney at [lisa.romney@osd.mil](mailto:lisa.romney@osd.mil) or 703-697-4396.

  
Richard Ginman  
Director, Defense Procurement  
and Acquisition Policy