



DEPARTMENT OF THE AIR FORCE
WASHINGTON, DC

OFFICE OF THE ASSISTANT SECRETARY

30 AUG 2004

MEMORANDUM FOR ALMAJCOM/FOA/DRU (CONTRACTING)

FROM: SAF/AQC
1060 Air Force Pentagon
Washington DC 20330-1060

SUBJECT: Transitioning to Enterprise Solutions for the DoD Acquisition Domain

In accordance with OSD direction and consistent with the Air Force strategic vision supporting modernization of our applications and processes, MAJCOMS are requested to support transition to the designated enterprise solutions. This includes moving to the Standard Procurement System (SPS) version 4.2.2 in the next calendar year and version 4.2.3 by October 2006. While we will not meet the date specified of April 2005 for version 4.2.2 due to AF security requirements, we will do everything possible to expedite fielding to current SPS users.

The Acquisition Domain has designated SPS as the transition state contract writing solution and the Air Force endorses this position. The current deployed version (4.2.1) represents significant improvement over prior versions and my staff is actively engaged with the SPS PMO and OSD to ensure that your interests are represented in the decisions associated with upcoming releases. We recently engaged in a comparison of 4.2.2 capabilities and planned 4.2.3 capabilities with our ConWrite and ACPS applications. The results of that testing confirm that the Air Force is positioned to leverage greater SPS usage with version 4.2.3 product. Our commitment to our ConWrite and ACPS users is to make this transition as smooth as possible by pushing the domain and the SPS program office to provide our identified critical capabilities prior to making the cutover.

Integration of our business applications does require all users to exercise due diligence in their use. Specifically, all work must be accomplished in the application rather than through the use of off-line "work-arounds." This is absolutely essential to ensure data integrity as many transactions are now handled 'machine to machine' without the benefit of a transmitted image or paper. Inconsistencies between paper copies or electronic image and the data contained in our databases lead to problems in contract administration and closeout. I am further requesting you give closer attention to use of the appropriate coding of our actions to ensure that correct data is available to support activities such as spend analysis and contract reporting.

My staff along with the AF Contracting Information Systems SPO is working with appropriate MAJCOM representatives to develop the necessary transition details and upgrade schedules. As our plans mature, you will be kept informed through your Functional Requirements Board (FRB) representatives. If you have any questions on this issue, my POC is SAF/AQCI, Ms Carolyn Lee, DSN 425-7009, commercial (703) 588-7009, carolyn.lee@pentagon.af.mil or Mr. William Bishop, DSN 425-7045, commercial (703) 588-7045, email William.bishop@pentagon.af.mil.



CHARLIE E. WILLIAMS, JR.
Deputy Assistant Secretary (Contracting)
Assistant Secretary (Acquisition)

Attachments:

1. AT&L memo, Acquisition Domain Transition Planning, 14 Jul 2004
2. AT&L memo, Standard Procurement System Development, 14 Jul 2004



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

THE UNDER SECRETARY OF DEFENSE

3010 DEFENSE PENTAGON
WASHINGTON, DC 20301-3010

14 JUL 2004

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY
(ACQUISITION, LOGISTICS AND TECHNOLOGY)
ASSISTANT SECRETARY OF THE NAVY
(RESEARCH, DEVELOPMENT AND ACQUISITION)
ASSISTANT SECRETARY OF THE AIR FORCE
(ACQUISITION)
DIRECTORS, DEFENSE AGENCIES

SUBJECT: Acquisition Domain Transition Planning

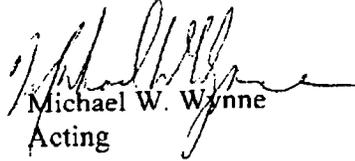
To begin the Acquisition Domain's transition planning process, the Interim State Procurement Enterprise Systems have been defined as previously briefed to the Acquisition Governance Board (AGB) and the Business Management Modernization Program (BMMP) Steering Committee. The Interim State (attached) defines the Federal and DoD systems that provide procurement and procurement-related capabilities to the DoD Military Departments and Defense Agencies. Since the Interim State is procurement focused, it will expand to include the entire acquisition process as the inventory of acquisition enterprise business systems expand. As the Domain manages the investment in duplicative solutions, this Interim State defines the solution set that each Military Department and Defense Agency will use to procure goods and services and conduct other procurement related activities.

Each Military Department and Defense Agency will transition to these solutions no later than October 31, 2005. Systems providing duplicative capabilities to the Interim State systems without an Acquisition Domain approved compliance package will not receive Acquisition Domain endorsement to the Office of Secretary of Defense, Comptroller (OSD(C)) for obligation authority, required per the 2004 DoD Authorization Act. The Interim State is also documented in several architecture products that can be found at the Acquisition Domain portal, <https://portal.acq.osd.mil/portal/server.pt>. I have detailed specific deployment goals for the Standard Procurement System (SPS) Version 4.2.2 and Version 4.2.3 in a separate memorandum.

Your endorsed plan for incorporating the Domain Interim State systems to the business processes and systems architecture within your Military Department or Defense Agency is due August 31, 2004. This plan should incorporate technical integration,



process re-engineering, deployment timeline and retirement plans for duplicative systems. Transition planning guidance is available through the Acquisition Domain. Please ensure your Military Department and Defense Agency plans are provided, as requested, to Ms. Diane Morrison, diane.morrison@osd.mil, 703-614-3883, my action officer for this effort.


Michael W. Wynne
Acting

Attachment
As stated

Attachment 1

Federal Solutions

| System | Primary Procurement and Procurement Related Capability |
|--|---|
| Central Contractor Registration (CCR) | Vendor Registration |
| Online Representations and Certifications Application (ORCA) | Vendor submission of representations and certifications |
| Federal Registration (FedReg) | Government office registration |
| Federal Business Opportunities (FedBizOpps) | Posting of business opportunities |
| Federal Technical Data Solutions (FedTeDS) | Online posting of technical documents |
| Inter-governmental Transactions Exchange (IGTE) | Processing of inter-governmental transactions |
| Federal Procurement Data System – Next Generation (FPDS-NG) | Reporting of contract award information |
| Past Performance Information Retrieval System (PPIRS) | Retrieval of past performance report cards |
| Wage Determinations On-Line (WDOL) | Receiving wage determination data |
| Interagency Contracts Directory (ICD) | Reporting of interagency contracting vehicles |

DoD Solutions

| System | Primary Procurement and Procurement Related Capability |
|-----------------------------------|---|
| Standard Procurement System (SPS) | Contract writing and administration |
| Wide Area Workflow (WAWF) | Processing of invoices and receiving reports |
| DoD Electronic Mall (DoD EMALL) | Electronic ordering under non-GSA schedule vehicles |



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MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY
(ACQUISITION, LOGISTICS AND TECHNOLOGY)
ASSISTANT SECRETARY OF THE NAVY
(RESEARCH, DEVELOPMENT AND ACQUISITION)
ASSISTANT SECRETARY OF THE AIR FORCE
(ACQUISITION)
DIRECTORS, DEFENSE AGENCIES

SUBJECT: Standard Procurement System Deployment

The deployment of the Standard Procurement System (SPS) Procurement Desktop-Defense (PD2) application continues to be a key initiative of the Department. However, numerous other contract writing systems continue to be utilized by the Military Departments and Defense Agencies, contrary to previous direction. Please be advised again that SPS/PD2 is the interim state solution for contract writing capabilities within the Acquisition Domain.

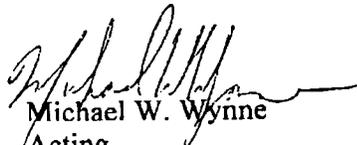
Formidable upgrades are currently in the process for SPS/PD2. Version 4.2.2 is the most current deployed version. Combined with the SPS Adapter, Version 4.2.2 is now more flexible and responsive to the integration needs of the Military Departments and Defense Agencies. Additionally, representatives from all Military Departments and Defense Agencies are supporting the SPS Joint Requirements Board to outline and review the requirements for Version 4.2.3, due for delivery to the government in Q1FY06. This release will be web-based and more easily accessible and manageable to the contracting community. Both versions also fulfill key requirements of the Department's Business Management Modernization Program (BMMP) including the ability to obtain a clean audit opinion.

All Military Departments and Defense Agencies should plan for the deployment of each of these versions of SPS/PD2. Upgrades of the current SPS/PD2 user base to Version 4.2.2, as well as the Defense Contract Management Agency's (DCMA's) planned initial deployment, shall be completed by April 30, 2005. Military Departments and Defense Agencies should also deploy Version 4.2.2 to new user bases in order to retire legacy contract writing systems. Given Version 4.2.3's development and delivery schedule, each Military Department and Defense Agency should also plan to upgrade its user base and



deploy to all remaining procurement users by October 1, 2006, retiring all remaining legacy contract writing systems.

Please provide or update your Military Department's or Defense Agency's deployment plans for SPS/PD2 with the SPS Joint Program Management Office (JPMO) to account for these dates by August 31, 2004. Deployment plans should indicate if an Acquisition Domain endorsed application other than SPS will be used for contract writing capabilities. Ms. Debbie O'Rourke, deborah.orourke@eis.army.mil, 703-460-1290, is the point of contact for the SPS JPMO. My action officer for SPS is Ms. Lisa Romney, lisa.romney@osd.mil, (703) 614-3883. Additionally, please ensure your deployment plans are captured in your Component Transition Strategies, directed by separate memorandum, to be provided to the Acquisition Domain.


Michael W. Wynne
Acting