

## Breakout Descriptions

### Army – Breakout Session Descriptions

#### **Army Contracting Business Intelligence System (ACBIS) Reporting Part**

The ACBIS Reporting sessions include a detailed discussion concerning the data and reports available to users of ACBIS as well as future planned enhancements and how to get report writing assistance.

#### **Adapter**

The Army Adapter Breakout session covers Army general and technical topics, including information on the translators and Interfaces, Army-specific configurations, as well as using the Department of Defense Activity Address Code (DODAAC) with a working model.

#### **Contingency Contracting**

COL Scott Risser, Director, Contingency Contracting Directorate, Headquarters (HQ), Army Contracting Agency (ACA), provides an overview of the current Army Contingency Contracting doctrine. The presentation discusses current challenges to contingency contracting, a synopsis of the DoD Joint Contingency Contracting doctrine, and a summary of the Army transformation, modularity and the Army Contingency Contracting Equipment Package.

#### **Functional**

The Army Functional Breakout is a two-part breakout session. The following topics will be addressed: DODAAC guidance on “Ship to” addresses; renumbering documents; zip code + 4; document chain data field; Concept of Operations (CONOPS); Commitment Identification Numbers (CINs); contract close-out procedures; demo on the Army Business Center for Acquisition Systems (ABCAS) Help Desk website; workload management and other management tools.

#### **Panel Discussion Open Forum with the Army Support Team**

This is an introduction of the principal Army SPS Support Team members: COL Theodore Harrison, Director, Business Systems Management Directorate (BSMD), HQ, ACA; Ms. Stephanie Mullen, Deputy Director, BSMD; Mr. George M. Chavis, Sr., Army SPS Desk Officer; Ms. Gwen Hall, Team Chief, ABCAS; and Ms. Kimberly Paylor, Manager, CACI Army Response Team. This is intended to be a free-flowing Q&A session on the support team’s roles and responsibilities and how the team provides assistance to the field.

#### **Paperless Operations**

The Paperless Operations Breakout covers a review of Paperless Operations certification requirements and continuing actions to maintain certification; how to read the Centralized Automated Payment System (CAPS) Report and required corrective actions; and a review of planned Integrity Tool changes for Adapter-interface requirements.

#### **PRweb**

The PRweb breakout session covers the following topics: the health of PRweb in the Army, new release/upgrade (overall plan and new features, support issues, common troubles), network/secure socket layer (SSL), licensing, and PRweb’s plan for Increment 3.

#### **Technical**

The Army Technical Breakout contains a variety of topics to include differences between Sybase version 12.0 and 12.5; preventative database maintenance; Severity 1 Issues - procedures and subject matter as they apply to a strong COOP; pre-upgrade preparations; and Increments 1 and 2 Service Releases and their differences. An open forum allows for the discussion of any technical issues.

### Navy – Breakout Session Descriptions

#### **Meet the Navy Leadership All Hands Meeting**

In this General Session for all Navy and Marine Corps conference attendees, senior leadership from the Deputy Assistant Secretary of the Navy (DASN) Acquisition Office and Program Executive Office Information Technology (PEO IT) meet with attendees in an open forum environment.

#### **Navy SPS Deployment and Training FY 2005: We’re Here to Help**

The Navy Desk Officer provides an overview of the FY 2005 processes and procedures for working with the Navy Component Management Office (CMO) and Joint Program Management Office (JPMO) on assisting sites with upgrade and training needs for the new fiscal year.

#### **Navy Sustainment Requirements Board (SRB): Getting Your Functional Priorities to the JPMO**

The Navy SRB representatives provide an update on what the SRB is, how it functions, and its role in representing the Navy and Marine Corps SPS user community in bringing forward to the JPMO functional requirements for SPS v4.2.2.

#### **Navy-Marine Corps Intranet (NMCI) and SPS: It Can be Done**

The Navy NMCI Central Design Agent (CDA) for SPS discusses how the CMO supports sites with NMCI and SPS issues, including the processes and procedures necessary to get SPS working on your NMCI desktop.

#### **V4.2.2 Functional Workshop: Making SPS Work for Major Weapon Systems**

This session is a short overview of the “tricks of the trade” in using Procurement Desktop-Defense (PD2) v4.2.2 in a Navy contracting environment. The short training session for the 1102 contracting professional shows attendees how to take advantage of the functionality in v4.2.2 for Navy and Marine Corps contracts.

#### **Wide Area Workflow (WAWF) in the Navy: Let’s Keep Rolling**

Representatives from the Navy’s WAWF program office provide an update on the status of WAWF in the Navy and answer your questions and concerns about how to roll out WAWF to your locations.

### Air Force – Breakout Session Descriptions

#### **Air Force (AF) Open Forum**

It’s open season for questions! Come hear from our Acquisition Leader! Mr. Charlie Williams, Deputy Assistant Secretary (Contracting), gives introductory remarks on the role of SAF/AQC in EBusiness and comments on portfolio management and transition planning to DoD enterprise systems. The remainder of the session is dedicated to your questions.

#### **AF Q&A**

You have questions – we have answers! Wrap up your conference by getting answers to your remaining EBiz/SPS questions. Staff from Secretary of the Air Force Contracting Business Systems (SAF/AQCI), Air Force Contracting Information Systems (AFCIS), and Air Force Customer Service Team (AFCST) address your issues.

#### **AFWay Overview**

Learn more about the current and future AF online procurement tool. This session includes an AFWay demonstration and a discussion of how Commodity Council Enterprise Buys are managed through the tool. AFeBuy, the future AF online procurement tool, is also discussed.

### **AFWay Training and Q&A**

Do you want to use AFWay but need more information? This training session focuses on a contracting official's roles and functions within AFWay. There is also question and answer time.

### **Commodity Councils**

Commodity Councils are here! This session provides an overview of the AF Commodity Council process and all aspects of a council including: spend analysis, commodity selection, and commodity council formation, organizational impacts, and strategy. A status update on current and future commodity councils is presented.

### **Disaster Prevention and Recovery Techniques**

Learn which daily steps quickly confirm that your SPS server is healthy and the Procurement Desktop-Defense (PD2) data is clean and protected. Discover what the site Systems Administrator (SA) has to do to ensure he or she can recover from a hardware or software disaster expeditiously.

### **Enterprise Architecture for Procurement (EAP)**

The EAP is the end-to-end eProcurement process and system of the future. The EAP provides coordinated guidance across various DoD-level architectures, the AF procurement community and its supporting systems.

### **FedTeDS: Federal Technical Data Solution**

Contracting Officers and Buyers, join us for a training session on the use of FedTeDS, which allows posting of technical data, drawing, and specifications in an access-controlled environment based on user roles and permissions. FedTeDS is more secure than FedBizOpps and is being considered for mandatory implementation pending resolution of a Federal Acquisition Regulation (FAR) case.

### **News You Can Use: Integrity & Other System Updates**

AF systems are changing. Be sure you are in sync. Come hear the latest on:

- AF Contracting Requirements Process
- Integrity Changes in PD2 v4.2.2 for Air Force SAs
- Systems Updates: Wide-Area Workflow, Electronic Document Access (EDA), Automated Business Services System (ABSS), & Integrated Automated Payable System (IAPS)

### **Procurement Transformation for Air Force Leaders**

Do you have questions about how AF procurement is changing? This session provides insights into several procurement transformation initiatives. In addition, the session provides executive-level information on AF commodity councils in the areas of Information Technology, Force Protection, and Medical Services.

### **Roadmap to the Future: The Air Force Approach to 4.2 Increment 2 Deployment and Implementation**

This session walks through the tools to be used at all Air Force sites for deployment of Increment 2. The AFCIS team discusses: pre/during/post-program, instrument panel, implementation plan, changes between Increments 1 & 2, the Adapter, SPS-I replacement, and answers any functional/technical questions regarding the upgrade.

#### **V4.2.1 Known Issues**

Presentation on known sustainment issues regarding SPS v4.2 Increment 1, approved sustainment issues for future service release inclusion and known issue resolutions. Additionally, there is a question and answer session for issues existing in the field.

## **Joint Program Management Office (JPMO) Technical – Breakout Session Descriptions**

### **Adapter Integrations – How To**

This session provides an overview of all integrations currently working with the Adapter. It covers how Standard Adapter Integrations will replace SPS-I interfaces, including a discussion of components added to the Adapter architecture specifically to support legacy integrations (i.e., the CDR/CDR-A). Presenters discuss how the Adapter can be configured to work with different integrations – including determining when to use webMethod's Trading Networks or Broker. Learn how the ETI tool is used in the integration process and how the JPMO will support sites requiring new integrations with PD2.

### **Archiving/Document Management**

The ability to provide data archiving capability is a high priority requirement that will be implemented in Increment 3; understanding the criticality of this issue, the JPMO has also tried to investigate some interim solutions in Increment 2 as well. This session includes a review of planned database minimization techniques for Increment 2. In addition, this session discusses the currently planned Increment 3 document management solution, including configuration alternatives and the use of optional third-party document management systems. Topics surrounding Increment 3 archiving capabilities include automation and impacts on the overall data storage requirements for archived content.

### **Battle Ready Contingency Contracting System (BRCCS)**

Overview of the current state of the mobile version of SPS, BRCCS, where it is now, and where it is going. Discussion includes deployments of the current incarnation, an analysis of requirements gathered from across the Services, and a blueprint for future enhancements in the contingency community. A demonstration of BRCCS capability is included.

### **“How to EDI” with Increment 2**

This session explains how to configure the Adapter “out of the box” to transmit the correct XML files to Defense Automated Addressing System Center (DAASC) DoD E-Business Exchange (DEBX), and how you set up TN to send files to DEBX. It includes a discussion of the Joint Program Management Office (JPMO)'s Performance Based Agreement (PBA) with DAASC, and the process for how sites enter into a business relationship with DAASC. Presenters discuss the concept of Electronic Data Interchange (EDI) using the Adapter, including how the Adapter produces and transfers XML and how that XML is translated to ANSI X12 (3050 Rev1) at the DEBX. This session also includes updates regarding the status of Adapter testing in support of EDI and overall EDI capabilities.

### **Increment 3 Reporting**

This session covers a brief overview of Business Objects' features as it pertains to the web-based reporting solution in Increment 3. A demo of how to run both standard and ad-hoc reporting is covered, in addition to a general look and feel of the solution.

### **Increment 3 Technical Overview**

This session covers the technology and architecture powering SPS Increment 3. Topics include the various architectural components of the software, its service-oriented architectural nature, and the environments and platforms on which it can be installed. Configuration options are discussed, including clustering and scaling possibilities, business process automations, and integration opportunities. This is a good session for the technical support teams who will be responsible for planning for, installing, running, and maintaining Increment 3.

**Increment 3 Training/Deployment Plans**

Focusing on the Total Package Fielding (TPF) concept, this presentation provides a high-level discussion on the migration approach from Increment 2 to Increment 3 as it relates to deployment, training, and the Help Desk. This is a good session for both users and management to learn about the underlying Increment 3 technology at a higher level, gain a better understanding of the technical approach for migrating to Increment 3, and understand the impact of the new technology on the user community.

**PD<sup>2</sup> Adapter – What is it?**

Adapter Technology is one of the key benefits provided as part of PD<sup>2</sup> Version 4.2 Increment 2. The PD<sup>2</sup> Adapter is based on webMethods, which is a commercial-off-the-shelf (COTS) software package providing a much more open interface with PD<sup>2</sup>. The PD<sup>2</sup> Adapter has the power to integrate the PD<sup>2</sup> application with any other system needed to automate the end-to-end business process. This session provides an overview of the PD<sup>2</sup> Adapter Toolset. It includes a discussion of the components of the Adapter architecture and descriptions of the transactions and events provided with the standard JPMO installation. Attendees learn about the PD<sup>2</sup> Adapter's role in an end-to-end integration and presenters discuss the PD<sup>2</sup> Adapter's role in SPS-I replacement.

**PD<sup>2</sup> Database Maintenance/Systems Administration Update**

This session provides a technical overview of the new features between PD<sup>2</sup> Version 4.2 Increments 1 and 2 that Systems Administrators (SAs) and Database Administrators will need to be familiar with in order to keep their PD<sup>2</sup> database operating efficiently. Topics include proper backup and restore procedures and recovery strategies, performing update statistics on the database to maintain speed and performance, and performing database consistency checks to detect potential table corruptions.

**PD<sup>2</sup> – Security Implications**

Attend this session to get an overview of security issues pertinent to SPS such as threat mitigation, access control, and continuity of operations. This is an excellent opportunity for SAs and site managers to gain information needed to establish Service-wide or local policies.

**PD<sup>2</sup> “Self-Service” (Tech Refresh/Database Migrations)**

For sites interested in performing their own database migrations and still maintaining HelpDesk support, this session discusses the various options available for sites to accomplish this work themselves. Discussion includes the overall process, such as how to get on the schedule, the step-by-step instructions, and script verification after the migration, etc. This session also includes a review of Contract Line Item Number (CLIN) support/pricing available via the SPS contract.

**Self-Upgrade Mini Workshop (Increment 1 to Increment 2)**

The purpose of this breakout is to familiarize you on the basic information needed to get ready for a self-upgrade from PD<sup>2</sup> Version 4.2 Increment 1 to Increment 2. This is a super-condensed version of the three-day workshops which the JPMO is holding for self-upgrades. [The three-day workshops include an overview of the self-upgrade process, the v4.2 Increment 2 Install, Adapter Install, and information on Help Desk/other support resources]. This session gives an overview of what is covered in the full Workshop to assist in determining if your site will require additional upgrade support under the SPS contract via Service-funded CLINs.

**SPS University/Training Tools**

Review of the overall Tier Learning Strategy as applied to the SPS Training Program. Session also includes discussions on how blended training solutions can assist you in getting the training you need just in time, and current and projected course

offerings for FY05. The session wraps with an “unveiling” of the SPS U storefront and includes an opportunity to address your questions, feedback or concerns on the overall training program.

**Joint Program Management Office (JPMO) Functional – Breakout Session Descriptions****Procurement Desktop-Defense (PD<sup>2</sup>) Tips and What's New in Increment 2**

A presentation of helpful techniques for working more efficiently with PD<sup>2</sup> plus a look at some new functionality contained in Increment 2.

**Customizing the Look of PD<sup>2</sup> Documents**

A presentation covering the various methods that can be used to create award documents to have just the information you want in the sections and in the order you specify. Includes step-by-step instructions on building custom Contract Line Item Number (CLIN) templates for Section B of the Uniform Contract Format.

**Functional Systems Administration Tips & Tricks**

An overview and presentation of helpful techniques when performing system administration tasks such as establishing local clauses, creating new users, setting system defaults, and maintaining security levels at your site.

**Contracting through the SPS Program Office**

Ever wonder what kind of services were available from the JPMO/CACI? Ever need some specialized training or on-site support but didn't know how to go about getting it? Well, there is probably a task order line item on the SPS contract that could provide that service to you. Learn how to take advantage of the volume-discounted pricing built into the JPMO's contract. This breakout session covers the types of services available, the procedures for acquiring the services and the points of contact necessary to learn the details of the services.

**Increment 3 Functional – Part 1**

SPS Increment 3 will greatly enhance the core acquisition functionality currently in Increment 2 as well as provide a variety of new functionality for existing and future users. The entire application will be upgraded to a new technical platform and will become fully web-based. The first of two functional sessions covers the high-level enhancements and new functionality planned for Increment 3. A demonstration of the new web interface is also provided. A more in-depth demonstration of functionality occurs in Part 2.

**Increment 3 Functional – Part 2**

The second of two functional sessions discusses usability improvements, business process and functionality improvements, system administration, and the incorporation of a workflow tool. System administration functionality as well as a pre-award procurement process flow is demonstrated. Questions regarding how current Version 4.2 work solutions are being improved in Increment 3 are welcome during the Q&A. Material presented in Part 1 is not substantially repeated in Part 2, therefore attendance in both sessions is strongly recommended.

**Increment 2 Service Releases**

Software fixes and new enhancements will continue to be made to the v4.2 Increment 2 to support current users. These improvements are packaged into logical groups and placed under contract as “Service Releases.” Learn what improvements are in store for Increment 2 in the near future. We'll examine the content and schedule for the next few Service Releases and look at the process by which Service Releases are created, funded, tested and deployed.

### **Increment 2 Secrets to Report Writing**

This breakout covers the Cognos business tool provided with PD2 Increment 2. Topics such as configuration, creating and editing reports, importing reports, and troubleshooting tips are covered. Resources for existing ad hoc reports are also provided.

### **Making Clause Selection Work for You**

Take the mystery out of autoclose selection and learn useful techniques to increase the efficiency and accuracy of the clause selection process in PD2. Gain an understanding of how clause logic works, learn what data fields affect clause logic and how to consistently get the results you expect for a given contract type. Most importantly, learn techniques that ensure you will get the exact clauses you want in your contract including how to create your own characteristic and associate it with specific Federal Acquisition Regulation (FAR), Defense FAR Supplement (DFARS) and local clauses.

## **Acquisition Domain – Breakout Session Descriptions**

### **Get It Right**

Attendees get an overview of the policies and procedures for proper use of non-Department of Defense (DoD) contracts, including pre-award and post-award processes. The session focuses on how these policies and procedures affect and relate to contracting officers, finance managers, assisting agencies, and contractors.

### **Integrated Acquisition Environment (IAE) Business Partner Network (BPN)**

The BPN is the Government-wide source of supplier and vendor information, using Central Contractor Registration (CCR) as its foundation. Within the IAE, the BPN provides information on commercial and Government supplier and grantees to include past performance, socio-economic data, product offerings, and representations and certifications. This interactive panel discussion provides attendees information on the latest initiatives within the BPN, and explores the use of the BPN as a vendor research tool.

### **IAE Intragovernmental Transactions (IGT)**

IAE's IGT initiative will standardize and track intragovernmental ordering and billing to enable universal electronic processes, reduce payment and collection problems, and enable swift and accurate revenue and expense elimination processes for preparing consolidated financial statements. This session explores the initiative through a review of the Federal IGT Exchange and DoD IGT Systems, including a demonstration of each system and real-life examples of the to-be IGT process and its link to SPS.

### **IAE E-Marketplace**

Director of Defense Procurement Deirdre Lee has challenged us to "Get It Right" when it comes to using Government-Wide Acquisition Contracts (GWAC) and multi-agency contracts. Learn how the IAE's eMarketplace provides greater on-line access to contract vehicles (including Government Services Administration [GSA] Advantage and DoD eMall) and how to leverage FedBizOpps and the Federal Technical Data Solution (FedTeDS) in contract creation.

### **Online Representations and Certifications (ORCA)**

ORCA will change the way vendors provide documents to the Government. This dynamic presentation educates attendees about this federal-wide eGov initiative.

### **Performance-Based Acquisition**

Focusing on the mission outcomes and cross-functional team integration, learn how an organization set a high standard for Performance Based Measurement

System (PBMS) implementation. Three years after award, this process continues to drive innovation and reduce overhead and maintenance (O&M) costs for the installation. Hear first hand from the team that planned, executed and is delivering performance-based mission support.

### **Spend Analysis Pilot**

This pilot demonstrates the possibility of reducing data integration complexities across DoD through its development of an enterprise net-centric, spend analysis solution. Attendees receive an overview of the solution, live demonstration, and how DoD leverages SPS data to perform spend analysis.

### **Understanding Electronic Document Access (EDA) and Defense Finance and Accounting Service (DFAS) Rules**

When your contract or mod is finished, it gets posted on EDA for you and your vendors to view, but who else uses this information? Come see, hear, and learn how EDA makes your contract viewable, searchable, and accessible, and how heavily DFAS relies on EDA to process payment to the vendors.

### **Wide Area Workflow (WAWF)/Unique Identifier (UID)**

WAWF is the DoD solution for electronic invoicing and receipts and acceptance processing. Attendees learn how WAWF benefits their customers, the DoD community, and the support of the Warfighter, and why the electronic invoicing clause should be included in all contracts.

## **Federal Procurement Data System-Next Generation (FPDS-NG) – Breakout Session Descriptions**

### **FPDS-NG General Session**

This briefing addresses the federal initiative for FPDS-NG and how and why DoD is transitioning machine-to-machine transfer of data to FPDS-NG. The session addresses the applicable Federal Acquisition Regulation (FAR) case and the differences between the old DoD350 and the new FPDS-NG approach, including data integrity issues associated with doing contracting in accordance with regulatory guidance and changing information in SPS in order to correctly populate FPDS-NG.

### **FPDS-NG User Session, Part 1**

This session addresses the basics of FPDS-NG reporting including how to find old documents within the new system, and how to create, edit and approve Contract Action Reports by initiating the process from within SPS. There is a demonstration of the SPS-to-FPDS-NG process for a standalone "C-type" contract and a modification to that contract. Also included is information on where FPDS-NG obtains different pieces of information (FPDS-NG tables, Central Contractor Registration [CCR], SPS) and information on a DoD matrix to assist users.

### **FPDS-NG User Session, Part 2**

This is a follow-on to Part 1 and is a demonstration of additional report types including Indefinite Delivery Vehicles and their orders as well as information on Express and Multiple Reporting.

### **FPDS-NG Systems Administration**

This session covers information that sites will need to know in order to deploy SR04, which contains the SPS-to-FPDS-NG process. It covers what you need to know before you begin deployment, how you will use SPS to establish FPDS-NG users and how to modify permissions for specific users within FPDS-NG. It also addresses how you ensure that your organizational data is correct and how to initiate any required changes to FPDS-NG data.