

VERSION DESCRIPTION DOCUMENT FOR THE ACQUISITION MANAGEMENT SYSTEM (AMS)

Release 7.2.0

PrISMS Contract

August 2000



National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, AL 35812

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FOR THE
ACQUISITION MANAGEMENT SYSTEM (AMS)
RELEASE 7.2.0**

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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

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Approved by

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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
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1.0 INTRODUCTION

This Version Description Document (VDD) describes the changes and installation procedures for Release 7.2.0 of the Acquisition Management System (AMS). This section identifies the release, describes its purpose, defines its scope, and identifies its contact points.

1.1 IDENTIFICATION OF THE RELEASE

This software release is identified as AMS, Release 7.2.0 and has an effective release date of August 31, 2000.

This release must be implemented after the September 2000 FACS submission has been received by Headquarters and before any fiscal year 2001 processing can begin.

1.2 PURPOSE OF THE RELEASE

This release implements modifications necessitated by the following Change Control Requests (CCR):

- RC 1245** – Modify the update screen for grant supplements to display the supplement values of the administrator, grant officer, and negotiator codes instead of the composite values.
- RC 1248** – Modify the composite record update for the purchase order to function the same as the contract and grant composite update. The Center Kind Of Action field will be added to the update process of the purchase order composite record.
- RC 1249** – FY 2001 Regulatory Changes. (1) Conversion of Standard Industrial Classification (SIC) codes to North American Industry Classification System (NAICS) codes. (2) The addition of the Veteran Owned Small Business Concern field.

1.3 SCOPE

This VDD provides the functional and technical user of AMS with information regarding the contents, status, and structure of Release 7.2.0, including the following:

- Changes implemented since Release 7.1.2.
- Validation procedures to ensure the reliability of release changes.
- References to other documentation affected by this release.
- Detailed software installation instructions.

No waivers are associated with this release.

1.4 CONTACT POINTS

Sustaining Engineering for AMS is provided through the Consolidation Center (CC) located at Marshall Space Flight Center (MSFC). Questions regarding the functional and/or the technical aspects as well as the installation of this release should be directed to:

The NACC Technical Services Center (Identify yourself as SESAAS & AMS.)

Telephone: (256) 544-6673

Email: charmaine.absher@msfc.nasa.gov

FAX: (256) 544-1836

2.0 FUNCTIONAL INFORMATION

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

Please refer to Appendix C, Functional Change Validation Procedures, for a description of all functional changes related to this release. Appendix D, Installation Instructions, describes all Software PREDICT and SYSERR changes related to this release. Appendix E contains sample JCL that will be needed for release installation.

2.2 FUNCTIONAL INTERFACES

This release has no functional impact on interfaces with any SESAAS (Sustaining Engineering Support for Agencywide Administrative Systems) application.

2.3 CRITICAL ISSUES

This release must be implemented after the September 2000 FACS submission has been received by Headquarters and before any fiscal year 2001 processing can begin.

The record length for the FACS history dataset and the FACS transmission dataset has been increased to 397 bytes. Any Job Control Language (JCL) referencing these datasets will need to be changed to reflect this increase. This includes JCL for the FACS Contract Lead Time Report, FACS Trial Run Submission, and the FACS Monthly Submission. See Appendix E for sample JCL.

Print Table 59, Demonstration Test Program, before running adhoc CCR1249F. This printout will be used in the validation procedures for the SIC to NAICS Code Conversion.

All adhoc programs except CCR1249J must be run before executing any validation procedures. See Appendix D for installation instructions.

The adhoc programs included in this release **must** be run in a specific order. Refer to Appendix D, Section 6, Post-Predict Data Conversion, for the order in which to run the adhoc programs.

ALL SIC Code to NAICS Code data conversions (both batch and online) must be completed before the adhoc program CCR1249J is run.

ALL SIC Code to NAICS Code data conversions (both batch and online) must be completed before any validation testing can begin.

ALL SIC Code to NAICS Code data conversions (both batch and online) must be completed before the October 2000 FACS Submission.

The conversion program, CCR1249J, must run prior to the October 2000 FACS submission.

2.4 AFFECTED DOCUMENTS

No documents are affected by this release.

2.5 APPLICATION SYSTEM ADMINISTRATION

There are no application system administration changes associated with this release.

3.0 TECHNICAL INFORMATION

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration activities.

3.1 TECHNICAL SYSTEM INTERFACES

There are no technical systems interface issues with this release.

3.2 DATA DICTIONARY CHANGES

Dictionary changes are detailed in Appendix D, Section 4.0.

3.3 SOFTWARE OBJECT CHANGES

Modules affected by this release are included in Appendix D, Section 2.2.

3.4 DATABASE ADMINISTRATION

This section describes the database administration activities for installation of this release.

3.4.1 Release Dataset Names

Refer to Appendix D, Introduction section, for the release dataset names.

3.4.2 Inventory of Objects

Refer to Appendix D, Paragraph 2.1, for an inventory of Natural object types.

3.4.3 Storage Considerations

The changes represented by this release should not affect storage requirements.

3.4.4 Installation Procedures

Refer to Appendix D, Installation Instructions for AMS Software Release 7.2.0 for detailed software installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedure described in Appendix D for assistance in preparing for proper installation and operational use of this release.

4.0 KNOWN AND OPEN PROBLEMS

There are no known or open problems related to this release.

APPENDIX A
ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

AMS	Acquisition Management System
CC	Consolidation Center
CCR	Change Control Request
DR	Discrepancy Report
FACS	Financial and Contractual Status
FAX	Electronic Facsimile Transmission
JCL	Job Control Language
MSFC	Marshall Space Flight Center
NACC	NASA Automated Data Processing (ADP) Consolidation Center
NAICS	North American Industry Classification System
NASA	National Aeronautics and Space Administration
RC	Requirements Change
SESAAS	Sustaining Engineering Support for Agencywide Administrative Systems
SIC	Standard Industrial Classification
VDD	Version Description Document

APPENDIX B
GLOSSARY

GLOSSARY

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs a software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of a release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an application.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION
PROCEDURES

FUNCTIONAL CHANGE VALIDATION PROCEDURES

Index of validation procedures for changes in this release.

Section	CCR	Title
1.0	1245	"Update Grant Supplement" screen displays composite values for administrator code, grant officer code, and negotiator code.
2.0	1248	Purchase Order Composite Record Change
3.0	1249	Regulatory Requirements Changes.

Details for the validation procedures are listed below.

1.0 Number 1245

Modify the update screen for grant supplements to display the supplement values of the administrator, grant officer, and negotiator codes instead of the composite values.

Description of Change

The Grant Supplement Update Screen was getting the Administrator Code, Grant Officer Code, and Negotiator Code from the composite record while the corresponding names were retrieved from the supplement record. The Grant Supplement Update Screen will now retrieve the codes and the text from the supplement record.

Functional Impact

The Administrator Code, Grant Officer Code, and Negotiator Code and the corresponding names will now be synchronized on the Grant Supplement Update Screen.

Validation Procedures

- Verify the version number on the Banner Screen has been changed to 7.2.0.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	5
Grant Processing Options	2
Grant Administration Menu	2
with Grant Number/Supplement created in preparation step	
Grant Supplement Update	

Preparation: Create a Grant using an Administrator Code, Grant Officer Code, and Negotiator Code. Add a Grant Supplement using a different code from the one used in the original grant.

1. Verify that the Administrator Code, Grant Officer Code, and Negotiator Code fields correspond with the administration, grant officer, and negotiator name text fields.

<u>MODULE ID</u>	<u>MODULE NAME</u>	<u>TYPE</u>
QGM00	SESSION INITIALIZATION	PGM
QNB51	GRANT SUPPLEMENT UPDATE	PGM

2.0 Number 1248

Modify the composite record update for the purchase order to function the same as the contract and grant composite update. The Center Kind Of Action field will be added to the update process of the purchase order composite record.

Description of Change

If the Center Kind Of Action field is changed on the Purchase Order Update Screen, the purchase order composite record will be updated with the new value.

Functional Impact

The purchase order composite record will reflect changes made to the Center Kind Of Action field if the field is updated on the Purchase Order Update Screen.

Validation Procedures

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	3
Purchase Order Main Menu	1
Purchase Order Award Menu with new PO Num	1
Purchase Order Add	

1. Enter all required fields. Enter a 'Y' in the 507 REQUIRED field, a valid value for the CENTER KIND OF ACTION field, and a PRICE/EST COST greater than \$25,000.
2. Press ENTER.
3. The message displayed should be "RECORD XXXXXXXXXXXX WAS ADDED. USE OPTION 1 AND NEXT PO NUM TO ADD ANOTHER."
4. Verify that the OPTION field has been pre-filled with a '7'.
5. Press ENTER.
6. The PO Award Update Screen should be displayed.
7. Enter all required fields and process the purchase order to validation.
8. The user should be returned to the Purchase Order Award Menu.
9. Enter an '8' in the OPTION field (Query Original 507 Data).
10. Press ENTER.
11. The Query Original PO Screen should be displayed.
12. Make note of the value of CENTER KIND OF ACTION. This is the value that is on the base record.
13. Enter an 'M' in the OPTION field.
14. Press ENTER.
15. Enter a '9' in the OPTION field (Query Composite 507 Data).
16. Press ENTER.
17. The Query Composite PO Screen should be displayed.
18. Make note of the value of CENTER KIND OF ACTION. This is the value that is on the composite record.

19. The CENTER KIND OF ACTION value should be the same in step #12 and step #18.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	3
Purchase Order Main Menu	1
Purchase Order Award Menu with PO Num from validation procedure above	2
Purchase Order Update	

1. Change the value of the existing CENTER KIND OF ACTION.
2. Press ENTER.
3. The message displayed should be "RECORD XXXXXXXXXXXX UPDATED. USE OPTION 2 AND NEXT PO NUM TO UPDATE ANOTHER."
4. Enter an 'M' in the OPTION field.
5. Press ENTER.
6. The Purchase Order Award Menu should be displayed.
7. Enter an '8' in the OPTION field (Query Original 507 Data).
8. Press ENTER.
9. The Query Original PO Screen should be displayed.
10. Make note of the value of CENTER KIND OF ACTION. This is the value that is on the base record.
11. Enter an 'M' in the OPTION field.
12. Press ENTER.
13. Enter a '9' in the OPTION field (Query Composite 507 Data).
14. Press ENTER.
15. The Query Composite PO Screen should be displayed.
16. Make note of the value of CENTER KIND OF ACTION. This is the value that is on the composite record.
17. The CENTER KIND OF ACTION value should be the same in step #10 and step #16.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	3
Purchase Order Main Menu	1
Purchase Order Award Menu with PO Num from preparation step	8
Query Original PO	

Preparation: Select a record from the CCR1248A conversion report.

1. Make note of the value of CENTER KIND OF ACTION. This is the value that is on the base record.
2. Enter an 'M' in the OPTION field.
3. Press ENTER.
4. Enter a '9' in the OPTION field (Query Composite 507 Data).
5. Press ENTER.

6. The Query Composite PO Screen should be displayed.
7. Make note of the value of CENTER KIND OF ACTION. This is the value that is on the composite record.
8. The CENTER KIND OF ACTION value should be the same in step #1 and step #7.

<u>MODULE ID</u>	<u>MODULE NAME</u>	<u>TYPE</u>
CCR1248A	ADHOC	PGM
QSA17	PO SHORT FORM UPDATE	PGM
QSA17L	PO SHORT FORM UPDATE – LOCAL DATA AREA	LDA

3.0 Number 1249

Regulatory Requirements Changes: (1) Conversion of the Standard Industrial Classification (SIC) codes to the North American Industry Classification System (NAICS) codes. (2) Addition of the Veteran Owned Small Business Concern field.

3.1 Regulatory Requirements

Description of Change

Regulatory changes require the addition of two new fields:

- Veteran-Owned Small Business Concern (VOSB-CNCRN-CODE)
- NAICS Code (NAICS-CODE)

Functional Impact

AMS has been modified to collect and validate the new data elements to support the new regulations and reporting requirements. The NAICS code replaced the SIC code for Bid Lists, Commodities, Purchase Orders, and Contracts. The change from SIC Code to NAICS Code requires the conversion of data for all active records in the files mentioned.

The field for Veteran-Owned Small Business Concern was added to Page 3 for the Purchase Order and Contract award processes to include the add/update/query functions.

The table changes are as follows:

- Table 4 (NAICS Code) replaced the SIC code table.
- Table 49 (Contract Field Names and Numbers for PPC Edits) was modified to replace SIC Code with NAICS Code and add Veteran Owned Small Business Concern.
- Table 50 (507 Fatal Error Edits) was modified to add edits for the Veteran Owned Small Business Concern field.
- Table 59 (Demonstration Test Program) had the SIC codes converted to NAICS codes.
- Table 63 (Definitions for User Defined Variables) was modified to change all SIC code entries/references to NAICS code entries/references.
- Table 67 (Veteran-Owned Small Business Concern) was created.
- Table 69 (SIC to NAICS Conversion Table) was created for the SIC-to-NAICS file and table conversions.

Validation Procedures

3.1.1 Veteran Owned Small Business Concern

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	3
Purchase Order Main Menu	1
Purchase Order Award Menu	7
PO Award Update	

- Complete the required entries for Page 1 and Page 2 using a PPC of 'AE' and CICA APPLICABILITY of '2'.
- On Page 3, enter a 'D' in the OTHER PREFERENCE PROGRAM field, an 'N' in the HUBZONE SM BUS CNCRN field, an 'E' in the HUBZONE PROGRAM field, and an 'F' in the SM DISADV BUS PROGRAM field. Leave the HUBZONE PRICE EVAL PREF PCT field, the SDB PRICE EVAL ADJ PCT DIFF field, and the VETERAN OWNED SM BUS CNCRN field blank. Attempt to validate the purchase order.

- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE

1	VOSB CNCRN CODE	76	MISSING	3

- Enter 'P3' in the OPTION field. Press ENTER.
- Enter an 'A' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order.
- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE

1	VOSB CNCRN CODE	76	INVALID	3

- Enter 'P3' in the OPTION field. Press ENTER.
- Enter a 'B' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order.
- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE

1	VOSB CNCRN CODE	76	INVALID	3

- Enter 'P3' in the OPTION field. Press ENTER.
- Enter a 'C' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order. The purchase order should validate.

1. Complete the required entries for Page 1 and Page 2 using a PPC of 'PF' and CICA APPLICABILITY of '2'.
2. On Page 3, enter an 'N' in the HUBZONE SM BUS CNCRN field, an 'E' in the HUBZONE PROGRAM field, and an 'F' in the SM DISADV BUS PROGRAM field. Leave the OTHER PREFERENCE PROGRAM field, the HUBZONE PRICE EVAL PREF PCT field, the SDB PRICE EVAL ADJ PCT DIFF field, and the VETERAN OWNED SM BUS CNCRN field blank. Attempt to validate the purchase order.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	MISSING	3

4. Enter 'P3' in the OPTION field. Press ENTER.
5. Enter a 'D' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order.

6. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	INVALID	3

7. Enter 'P3' in the OPTION field. Press ENTER.
8. Enter an 'A' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order. The purchase order should validate.
9. Return to Page 3 of this purchase order. Enter a 'B' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order. The purchase order should validate.
10. Return to Page 3 of this purchase order. Enter a 'C' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order. The purchase order should validate.

1. Complete the required entries for Page 1 and Page 2 using a PPC of 'RC' and CICA APPLICABILITY of '3'.
2. On Page 3, enter an 'N' in the HUBZONE SM BUS CNCRN field, an 'E' in the HUBZONE PROGRAM field, an 'F' in the SM DISADV BUS PROGRAM field, and a 'D' in the VETERAN OWNED SM BUS CNCRN field. Leave the OTHER PREFERENCE PROGRAM field, the HUBZONE PRICE EVAL PREF PCT field, and the SDB PRICE EVAL ADJ PCT DIFF field blank. Attempt to validate the purchase order.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	INVALID	3

4. Enter 'P3' in the OPTION field. Press ENTER.

5. Enter a 'C' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order.

6. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	N/A	3

7. Enter 'P3' in the OPTION field. Press ENTER.

8. Enter a 'B' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order.

9. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	N/A	3

10. Enter 'P3' in the OPTION field. Press ENTER.

11. Enter an 'A' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order.

12. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	N/A	3

13. Enter 'P3' in the OPTION field. Press ENTER.

14. Blank out the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the purchase order. The purchase order should validate.

FROM

CHOOSE OPTION

Main Menu

4

Contract Main Menu

1

Contract Award Menu

2

Contract Award Update

1. Complete the required entries for Page 1 and Page 2 using a PPC of 'AE' and CICA APPLICABILITY of '2'.
2. On Page 3, enter a 'D' in the OTHER PREFERENCE PROGRAM field, an 'N' in the HUBZONE SM BUS CNCRN field, an 'E' in the HUBZONE PROGRAM field, and an 'F' in the SM DISADV BUS PROGRAM field. Leave the HUBZONE PRICE EVAL PREF PCT field, the SDB PRICE EVAL ADJ PCT DIFF field, and the VETERAN OWNED SM BUS CNCRN field blank. Attempt to validate the contract.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	MISSING	3

4. Enter 'P3' in the OPTION field. Press ENTER.
5. Enter an 'A' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract.

6. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	INVALID	3

7. Enter 'P3' in the OPTION field. Press ENTER.
8. Enter a 'B' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract.

9. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	INVALID	3

10. Enter 'P3' in the OPTION field. Press ENTER.
11. Enter a 'C' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract. The contract should validate.

1. Complete the required entries for Page 1 and Page 2 using a PPC of 'PF' and CICA APPLICABILITY of '2'.
2. On Page 3, enter an 'N' in the HUBZONE SM BUS CNCRN field, an 'E' in the HUBZONE PROGRAM field, and an 'F' in the SM DISADV BUS PROGRAM field. Leave the OTHER PREFERENCE PROGRAM field, the HUBZONE PRICE EVAL PREF PCT field, the SDB PRICE EVAL ADJ PCT DIFF field, and the VETERAN OWNED SM BUS CNCRN field blank. Attempt to validate the contract.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	MISSING	3

4. Enter 'P3' in the OPTION field. Press ENTER.
5. Enter a 'D' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract.

6. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	INVALID	3

7. Enter 'P3' in the OPTION field. Press ENTER.
8. Enter an 'A' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract. The contract should validate.

9. Return to Page 3 of this contract. Enter a 'B' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract. The contract should validate.
10. Return to Page 3 of this contract. Enter a 'C' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract. The contract should validate.

1. Complete the required entries for Page 1 and Page 2 using a PPC of 'RC' and CICA APPLICABILITY of '3'.
2. On Page 3, enter an 'N' in the HUBZONE SM BUS CNCRN field, an 'E' in the HUBZONE PROGRAM field, an 'F' in the SM DISADV BUS PROGRAM field, and a 'D' in the VETERAN OWNED SM BUS CNCRN field. Leave the OTHER PREFERENCE PROGRAM field, the HUBZONE PRICE EVAL PREF PCT field, and the SDB PRICE EVAL ADJ PCT DIFF field blank. Attempt to validate the contract.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	INVALID	3

4. Enter 'P3' in the OPTION field. Press ENTER.
5. Enter a 'C' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract.
6. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	N/A	3

7. Enter 'P3' in the OPTION field. Press ENTER.
8. Enter a 'B' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract.
9. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	N/A	3

10. Enter 'P3' in the OPTION field. Press ENTER.
11. Enter an 'A' in the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract.

12. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	VOSB CNCRN CODE	76	N/A	3

13. Enter 'P3' in the OPTION field. Press ENTER.

14. Blank out the VETERAN OWNED SM BUS CNCRN field. Attempt to validate the contract. The contract should validate.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	2
with Table Number	AA

1. Verify that a new entry for "QGA67T" was added to the (AA) MASTERS LIST OF TABLES. The entry for "QGA67T" should be as follows:

KEY	RESULT
=====	=====
QGA67T	(67) VETERAN OWNED SMALL BUSINESS CONCERN KEY = VOSB-CNCRN-CODE (A1)

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	2
with Table Number	49

1. Verify that (49) CONTRACT FIELD NAMES AND NUMBERS has the new entry VOSB-CNCRN-CODE. The entry should appear as follows:

KEY	RESULT
=====	=====
76	VOSB-CNCRN-CODE 03

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	2
with Table Number	67

1. Verify that the entries for "QGA67T" Table 67 (Veteran Owned Small Business Concern) are correct. The table should be as follows:

KEY	RESULT
=====	=====
A	SERVICE DISABLED VOSB
B	OTHER VOSB
C	NOT VOSB

The following listing was prepared to assist you in testing CCR1249. It contains all 507 edits that pertain to the Veteran Owned Small Business Concern field. These edits are formatted as they appear in Table 50.

KEY	RESULT
=====	=====
14 AY76	B00N00
14 BH76	B00N00
14 BM76	R01N00C
14 BR76	B00N00
14 BT76	B00N00
14 BW76	R01N00C
14 BY76	B00N00
14 CC76	R01N00C
14 CM76	R01N00C
14 CW76	R01N00C
14 DH76	B00N00
14 DM76	R01N00C
14 DR76	B00N00
14 DT76	B00N00
14 DW76	R01N00C
14 FY76	B00N00
14 GM76	R03N00A B C
14 GO76	R03N00A B C
14 WT76	B00N00
14 WW76	B00N00
14 WX76	B00N00
14 XH76	B00N00
14 XR76	B00N00
14 XT76	B00N00
14 YH76	B00N00
14 YR76	B00N00
14 YT76	B00N00
14 9876	B00N00
14 1BA76	R01N00C
14 1BB76	R01N00C
14 1BD76	R01N00C
14 1BG76	R01N00C
14 1BI76	R01N00C
14 1BJ76	R01N00C
14 1BK76	R01N00C
14 1BL76	R01N00C
14 1BN76	R01N00C
14 1BS76	R01N00C
14 1DA76	R01N00C
14 1DB76	R01N00C

14 1DD76	R01N00C
14 1DG76	R01N00C
14 1DI76	R01N00C
14 1DJ76	R01N00C
14 1DK76	R01N00C
14 1DN76	R01N00C
14 1DS76	R01N00C
14 1GA76	R03N00A B C
14 1GS76	R03N00A B C
14 1JA76	R03N00A B C
14 1JS76	R03N00A B C
14 1KA76	R03N00A B C
14 1KB76	R03N00A B C
14 1KD76	R03N00A B C
14 1KG76	R03N00A B C
14 1KI76	R03N00A B C
14 1KJ76	R03N00A B C
14 1KK76	R03N00A B C
14 1KL76	R03N00A B C
14 1KN76	R03N00A B C
14 1KS76	R03N00A B C
14 1NA76	R03N00A B C
14 1NB76	R03N00A B C
14 1ND76	R03N00A B C
14 1NG76	R03N00A B C
14 1NI76	R03N00A B C
14 1NJ76	R03N00A B C
14 1NK76	R03N00A B C
14 1NN76	R03N00A B C
14 1NS76	R03N00A B C
14 1RX76	B00N00
14 1SE76	B00N00
14 1SF76	B00N00
14 1TB76	B00N00
14 1TD76	B00N00
14 1TG76	B00N00
14 1TI76	B00N00
14 1TJ76	B00N00
14 1TK76	B00N00
14 1TL76	B00N00
14 1TN76	B00N00
14 1TS76	B00N00
14 1WB76	B00N00
14 1WD76	B00N00
14 1WG76	B00N00
14 1WH76	B00N00

14 1WI76	B00N00
14 1WJ76	B00N00
14 1WK76	B00N00
14 1WN76	B00N00
14 1WR76	B00N00
14 1WS76	B00N00
14 1XF76	B00N00
14 1YF76	B00N00
14 2AE76	R01N00C
14 2AF76	R01N00C
14 2AL76	R01N00C
14 2AO76	R01N00C
14 2AP76	R01N00C
14 2AQ76	R01N00C
14 2AU76	R01N00C
14 2AV76	R01N00C
14 2AX76	R01N00C
14 2AZ76	R01N00C
14 2BE76	R01N00C
14 2BF76	R01N00C
14 2BL76	R01N00C
14 2BO76	R01N00C
14 2BP76	R01N00C
14 2BQ76	R01N00C
14 2BU76	R01N00C
14 2BV76	R01N00C
14 2BX76	R01N00C
14 2BZ76	R01N00C
14 2DL76	R01N00C
14 2DO76	R01N00C
14 2DP76	R01N00C
14 2DQ76	R01N00C
14 2DU76	R01N00C
14 2DV76	R01N00C
14 2DZ76	R01N00C
14 2FE76	R03N00A B C
14 2FF76	R03N00A B C
14 2FL76	R03N00A B C
14 2FO76	R03N00A B C
14 2FP76	R03N00A B C
14 2FQ76	R03N00A B C
14 2FU76	R03N00A B C
14 2FV76	R03N00A B C
14 2FX76	R03N00A B C
14 2FZ76	R03N00A B C
14 2GF76	R03N00A B C

14 2HS76	R03N00A B C
14 2KE76	R03N00A B C
14 2KL76	R03N00A B C
14 2KO76	R03N00A B C
14 2KP76	R03N00A B C
14 2KQ76	R03N00A B C
14 2KU76	R03N00A B C
14 2KV76	R03N00A B C
14 2KX76	R03N00A B C
14 2KZ76	R03N00A B C
14 2NL76	R03N00A B C
14 2NO76	R03N00A B C
14 2NP76	R03N00A B C
14 2NQ76	R03N00A B C
14 2NU76	R03N00A B C
14 2NV76	R03N00A B C
14 2NZ76	R03N00A B C
14 2PF76	R03N00A B C
14 2PS76	R03N00A B C
14 2QF76	B00N00
14 2QL76	B00N00
14 2QO76	B00N00
14 2QP76	B00N00
14 2QQ76	B00N00
14 2QU76	B00N00
14 2QV76	B00N00
14 2QX76	B00N00
14 2QZ76	B00N00
14 2RE76	B00N00
14 2RF76	B00N00
14 2RL76	B00N00
14 2RO76	B00N00
14 2RP76	B00N00
14 2RQ76	B00N00
14 2RS76	B00N00
14 2RU76	B00N00
14 2RV76	B00N00
14 2RZ76	B00N00
14 2SL76	B00N00
14 2SO76	B00N00
14 2SP76	B00N00
14 2SQ76	B00N00
14 2SU76	B00N00
14 2SV76	B00N00
14 2SZ76	B00N00
14 2TE76	B00N00

14 2TF76	B00N00
14 2TL76	B00N00
14 2TO76	B00N00
14 2TP76	B00N00
14 2TQ76	B00N00
14 2TU76	B00N00
14 2TV76	B00N00
14 2TX76	B00N00
14 2TZ76	B00N00
14 2UF76	B00N00
14 2UL76	B00N00
14 2UO76	B00N00
14 2UP76	B00N00
14 2UQ76	B00N00
14 2UU76	B00N00
14 2UV76	B00N00
14 2UX76	B00N00
14 2UZ76	B00N00
14 2WL76	B00N00
14 2WO76	B00N00
14 2WP76	B00N00
14 2WQ76	B00N00
14 2WU76	B00N00
14 2WV76	B00N00
14 2WZ76	B00N00
14 2XD76	B00N00
14 2XE76	B00N00
14 2XL76	B00N00
14 2XO76	B00N00
14 2XP76	B00N00
14 2XQ76	B00N00
14 2XU76	B00N00
14 2XV76	B00N00
14 2XX76	B00N00
14 2XZ76	B00N00
14 2YL76	B00N00
14 2YO76	B00N00
14 2YP76	B00N00
14 2YQ76	B00N00
14 2YU76	B00N00
14 2YV76	B00N00
14 2YZ76	B00N00
14 2ZD76	B00N00
14 2ZE76	B00N00
14 2ZL76	B00N00
14 2ZO76	B00N00

14 2ZP76	B00N00
14 2ZQ76	B00N00
14 2ZU76	B00N00
14 2ZV76	B00N00
14 2ZX76	B00N00
14 2ZZ76	B00N00
14 3BC76	R01N00C
14 3DC76	R01N00C
14 3HC76	R03N00A B C
14 3IC76	R03N00A B C
14 3KC76	R03N00A B C
14 3NC76	R03N00A B C
14 3PF76	R03N00A B C
14 3PS76	R03N00A B C
14 3RC76	B00N00
14 3SC76	B00N00
14 3TC76	B00N00
14 3WC76	B00N00
14 3XC76	B00N00
14 3YC76	B00N00
14 4BC76	R01N00C
14 4DC76	R01N00C
14 4HC76	R03N00A B C
14 4IC76	R03N00A B C
14 4KC76	R03N00A B C
14 4NC76	R03N00A B C
14 4PF76	R03N00A B C
14 4PS76	R03N00A B C
14 4RC76	B00N00
14 4SC76	B00N00
14 4TC76	B00N00
14 4WC76	B00N00
14 4XC76	B00N00
14 4YC76	B00N00

3.1.2 North American Industry Classification System (NAICS) Codes

Testing of Bid List Functions:

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	1
Bid List Creation	

1. Verify that the NAICS Code field is displayed on this screen.
2. Enter a number in the LIST SIZE field.
3. Press ENTER.
4. The error message displayed should be "NAICS CODE IS REQUIRED. PLEASE ENTER."
5. Enter an invalid NAICS Code.
6. Press ENTER.
7. The error message displayed should be "NO VENDORS ASSOCIATED WITH THIS NAICS CODE. PLEASE CORRECT."
8. Enter the rest of the required information.
9. Press ENTER.
10. The message displayed should be "MODIFY CRITERIA/REQUESTED NUMBER OR ENTER 'P' IN OPTION TO GENERATE BID LIST."
11. Enter a 'P' in the OPTION field.
12. Press ENTER.
13. The Bid List Display Screen will be shown.
14. Enter an 'A' in the OPTION field.
15. Press ENTER.
16. The message displayed should be "BID LIST HAS BEEN ACCEPTED."

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	1
Bid List Creation	

1. Enter a '?' in the NAICS Code field.
2. Verify the Help Window with NAICS Code Information Sorted by NAICS Code is displayed.
3. Enter an 'R' in the OPTION field.
4. Verify that the Bid List Creation Screen is displayed.
5. Enter a '?' in the NAICS Code field.
6. Enter a 'D' in the OPTION field.
7. Verify the definition for the NAICS Code field of the Bid List File is displayed.
8. Press the ENTER key to return to the Help Window.
9. Scroll through the information by pressing the ENTER key.
10. Verify the NUM EMPS and ANNL SALES columns contain valid data.
11. Enter a number in the NEW START field to verify it works correctly.

12. Enter a 'T' in the OPTION field.
13. Verify that the NAICS Code display returns to the top of the data.
14. Enter an invalid NAICS Code in the SELECT CODE field and press the ENTER key.
15. Verify the following error message is displayed: "INVALID SELECT CODE. PLEASE CORRECT."
16. Enter a valid five digit NAICS Code in the SELECT CODE field and press the ENTER key.
17. Verify the same NAICS Code is now displayed in the NAICS Code field on the Bid List Creation Screen.
18. Enter a '?' in the NAICS Code field.
19. Enter a valid six digit NAICS Code in the SELECT CODE field and press the ENTER key.
20. Verify the same NAICS Code is now displayed in the NAICS Code field on the Bid List Creation Screen.
21. Enter a '?' in the NAICS Code field.
22. Enter an 'S' in the OPTION field.
23. Verify the Help Window with NAICS Code Information Sorted by Description is displayed.
24. Enter an 'R' in the OPTION field.
25. Verify that the Bid List Creation Screen is displayed.
26. Enter a '?' in the NAICS Code field.
27. Enter an 'S' in the OPTION field to return to the Help Window that is sorted by description.
28. Enter a 'D' in the OPTION field.
29. Verify the definition for the NAICS Code field of the Bid List File is displayed.
30. Press the ENTER key to return to the Help Window.
31. Scroll through the information by pressing the ENTER key.
32. Verify the NUM EMPS and ANNL SALES columns contain valid data.
33. Enter a letter or letters in the NEW START field to verify it works correctly.
34. Enter a 'T' in the OPTION field.
35. Verify that the NAICS Code display returns to the top of the data.
36. Enter an invalid NAICS Code in the SELECT CODE field and press the ENTER key.
37. Verify the following error message is displayed: "INVALID SELECT CODE. PLEASE CORRECT."
38. Enter a valid five digit NAICS Code in the SELECT CODE field and press the ENTER key.
39. Verify the same NAICS Code is now displayed in the NAICS Code field on the Bid List Creation Screen.
40. Enter a '?' in the NAICS Code field.
41. Enter an 'S' in the OPTION field to return to the Help Window that is sorted by description.
42. Enter a valid six digit NAICS Code in the SELECT CODE field and press the ENTER key.

43. Verify the same NAICS Code is now displayed in the NAICS Code field on the Bid List Creation Screen.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	2
Bid List Update	

1. Verify that the NAICS Code field is displayed on this screen.
2. Delete the NAICS Code shown.
3. Press ENTER.
4. The error message displayed should be "NAICS CODE IS A REQUIRED FIELD. PLEASE ENTER."
5. Enter an invalid NAICS Code.
6. Press ENTER.
7. The error message displayed should be "NO VENDORS ASSOCIATED WITH THIS NAICS CODE. PLEASE CORRECT."
8. Enter a valid NAICS Code.
9. Press ENTER.
10. The message displayed should be "RECORD UPDATED."

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	2
Bid List Update	

1. Enter a 'B' in the OPTION field.
2. Press ENTER.
3. The Bid List Display Screen will be shown.
4. Enter an 'X' in front of one of the Vendors shown.
5. Press ENTER.
6. The message displayed will be "1 VENDOR(S) HAVE BEEN EXCLUDED. 0 HAVE BEEN DELETED. END OF BID LIST DISPLAY."
7. Enter an 'A' in the OPTION field.
8. Press ENTER.
9. A small window will be displayed.
10. Enter a '3' in the OPTION field.
11. Press ENTER.
12. The Bid List Display Screen will be displayed with the 'X' in front of the Vendor that was selected in step #4 above.
13. Enter an 'M' in the OPTION field to return to the Bid List Options Menu.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	3
Bid List Query	

1. Verify that the NAICS Code field is displayed on this screen.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	4
Bid List Browse Menu	1
Bid List Browse By Solicitation	

1. Verify that the NAICS Code field is displayed on this screen.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	4
Bid List Browse Menu	2
Bid List Browse By PR Number	

1. Verify that the NAICS Code field is displayed on this screen.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	5
Bid Response Update	

Preparation: Create two Bid Lists using the same NAICS Code.

1. Using the Bid Response Update option, view Bid-List-1.
2. Verify that the NAICS Code field is displayed on this screen.
3. Enter a date in the BID OPEN DATE field.
4. Press ENTER.
5. Choose a specific Vendor and enter 'NR' in the RSP field.
6. Press ENTER. Message displayed should be "RECORD UPDATED. PRESS ENTER FOR NEXT PAGE OR TAKE ANY VALID OPTION."
7. Press ENTER.
8. Using the Bid Response Update option, view Bid-List-2.
9. Enter a date in the BID OPEN DATE field.
10. Press ENTER.
11. Using the same Vendor as in step #5 above, enter 'NR' in the RSP field.
12. Press ENTER.
13. A window should be displayed with this message: "THE FOLLOWING VENDOR COMMODITIES WILL BE DELETED DUE TO TWO NO RESPONSES. ENTER 'X' TO RETAIN VENDOR:".
14. Verify that the NAICS Code field is displayed on this window.

15. Enter an 'X' in front of the vendor name and press ENTER.
16. Page 2 of the BID RESPONSE UPDATE screen will be displayed.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	6
Bid List Resolicitation	

1. Verify that the NAICS Code field is displayed on this screen.
2. Press ENTER.
3. Message displayed should be "MODIFY CRITERIA/REQUESTED NUMBER OR ENTER 'P' IN OPTION TO REGENERATE BID LIST."
4. Enter a 'P' in the OPTION field.
5. Press ENTER.
6. The Bid List Display Screen will be shown with the additional vendors that qualify for this Bid List.
7. The message displayed will be "ENTER 'X' IN IND FIELD TO EXCLUDE VENDOR OR TO DELETE ADDITIONAL SOURCES."
8. Press ENTER.
9. The message displayed will be "0 VENDOR(S) HAVE BEEN EXCLUDED. 0 HAVE BEEN DELETED. END OF BID LIST DISPLAY."
10. Enter an 'A' in the OPTION field.
11. Press ENTER.
12. The message displayed should be "BID LIST HAS BEEN ACCEPTED."

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu with an existing Solicitation Num	7
Bid List Cancel	

1. Verify that the NAICS Code field is displayed on this screen.
2. Enter a 'C' in the OPTION field and press ENTER.
3. The message displayed should be "RECORD HAS BEEN PUT IN CANCELLED STATUS."
4. View the cancelled Bid List using Option 3 of the Bid List Options Menu.
5. Verify the SOLICITATION STATUS is 'C – Cancelled'.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu with an existing Solicitation Num	8
Bid List Delete	

1. Verify that the NAICS Code field is displayed on this screen.
2. Enter a 'D' in the OPTION field and press ENTER.

3. The message displayed should be "RECORD DELETED."
4. Attempt to view the deleted Bid List using Option 3 of the Bid List Options Menu. The message displayed should be "SOLICITATION NUMBER ENTERED WAS NOT FOUND ON BID LIST FILE."

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	9
Mailing Labels/Vendor Listing Choice	3
SF129 Vendors/Non-SF129 Vendors Choice	3

1. Verify that the Commodity NAICS Code is displayed where Commodity SIC Code was displayed.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	2
Bid List Options Menu	12
Bid List Purge Submission	

1. Press ENTER to run Bid List Purge Report.
2. Verify that the NAICS Code is displayed correctly on the report for the 'Records Marked for Deletion' and on the report for the 'Deleted Records'.

Testing of Purchase Order Functions:

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	3
Purchase Order Main Menu	1
Purchase Order Award Menu with an existing Purchase Order Number	7
PO Award Update Screen – Page 1	P2
PO Award Update Screen – Page 2	

1. Verify that the NAICS Code field is displayed on this screen.
2. Enter an invalid NAICS Code.
3. Press ENTER.
4. Verify the following message is displayed: “INVALID NAICS CODE. PLEASE CORRECT.”
5. Enter a valid NAICS Code (other than the NAICS Code originally associated with this purchase order).
6. Press ENTER.
7. Verify the following message is displayed: “DATA HAS BEEN UPDATED. VALIDATION OF DATA IS REQUIRED.”
8. Attempt to validate the purchase order.
9. Return to Page 2. Verify the NAICS Code field was updated with the new NAICS Code value.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	3
Purchase Order Main Menu	1
Purchase Order Award Menu with an existing Purchase Order Number	8
Query Original PO Screen – Page 1	P2
Query Original PO Screen – Page 2	

1. Verify that the NAICS Code field is displayed on this screen.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	3
Purchase Order Main Menu	1
Purchase Order Award Menu	7
PO Award Update	

1. Using a PPC of ‘AX’ and a CICA APPLICABILITY of ‘1’, complete the required entries on Page 1, Page 2, and Page 3 for a valid purchase order.
2. On Page 1, enter ‘1’ in the KIND OF ACTION field and ‘Z216’ in the TYPE SERV/PROD field.

3. On Page 2, enter a NAICS CODE that begins with '233', '234', or '235', a 'Y' in the DEMONST TEST PROGRAM field, and an 'N' in the EMERGING SM BUS field. Attempt to validate the purchase order.

4. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	DEMONST TEST PROGRAM	46	INVALID	2

5. Enter '1' in the ERROR SELECT field. Press ENTER.

6. The message displayed should be
DEMONST TEST PROGRAM INVALID FOR NAICS/TY-
SERV PROD COMBINATION

7. Enter 'P2' in the OPTION field. Press ENTER.

8. Enter a NAICS CODE that does not begin with '233', '234', or '235' and is not on Table 59, an 'N' in the DEMONST TEST PROGRAM field, and blank out the EMERGING SM BUS field. Attempt to validate the purchase order. The purchase order should validate.

1. Use the purchase order from the validation procedure above. On Page 1, enter 'Y216' in the TYPE SERV/PROD field.

2. On Page 2, enter a 'Y' in the DEMONST TEST PROGRAM field and an 'N' in the EMERGING SM BUS field. Attempt to validate the purchase order.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	DEMONST TEST PROGRAM	46	INVALID	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.

5. The message displayed should be
DEMONST TEST PROGRAM INVALID FOR NAICS/TY-
SERV PROD COMBINATION

6. Enter 'P2' in the OPTION field. Press ENTER.

7. Enter an 'N' in the DEMONST TEST PROGRAM field and blank out the EMERGING SM BUS field. Attempt to validate the purchase order. The purchase order should validate.

1. Use the purchase order from the validation procedure above.

2. On Page 1, enter 'K019' in the TYPE SERV/PROD field.

3. On Page 2, enter a NAICS CODE that is on Table 59 that has a RESULT of 'Y00'. Verify that the PPC being used has pre-filled the LG SM BUS field with an 'L' or an 'S'. Attempt to validate the purchase order.

- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	DEMONST TEST PROGRAM	46	INVALID	2

- Enter '1' in the ERROR SELECT field. Press ENTER.

- The message displayed should be
DEMONST-TEST PROGRAM INVALID FOR KOA/LG-SM
BUS/NAICS AND/OR TYPE-SERV PROD COMBINATIONS

- Enter 'P2' in the OPTION field. Press ENTER.

- Enter a 'Y' in the DEMONST TEST PROGRAM field and an 'N' in the EMERGING SM BUS field. Attempt to validate the purchase order. The purchase order should validate.

- Use the purchase order from the validation procedure above.

- On Page 2, enter an 'A' in the SIZE OF SM BUS field. Verify that the PPC being used has pre-filled the LG SM BUS field with an 'L'. Attempt to validate the purchase order.

- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	SIZE OF SM BUS	49	N/A	2

- Enter '1' in the ERROR SELECT field. Press ENTER.

- The message displayed should be
SIZE OF SM BUSINESS MUST BE BLANK FOR DEMONST-TEST
PROGRAM/NAICS/TYPER-SERV PROD/LG-SM BUSINESS COMBINATION

- Enter 'P2' in the OPTION field. Press ENTER.

- Blank out the SIZE OF SM BUS field. Attempt to validate the purchase order. The purchase order should validate.

- Using a PPC of 'RC' and a CICA APPLICABILITY of '3', complete the required entries on Page 1, Page 2, and Page 3 for a valid purchase order.

- On Page 1, enter '27' in the KIND OF ACTION field.

- On Page 2, enter a NAICS CODE that is on Table 59 that has a RESULT of 'Y00', and leave the DEMONST TEST PROGRAM field blank. Verify that the PPC being used has caused the LG SM BUS field to be blank. Attempt to validate the purchase order.

- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	DEMONST TEST PROGRAM	46	INVALID	2

- Enter '1' in the ERROR SELECT field. Press ENTER.

6. The message displayed should be
DEMONST-TEST PROGRAM INVALID FOR KOA/NAICS/
TYPE-SERV PROD AND/OR LG-SM BUSINESS COMBINATIONS
7. Enter 'P2' in the OPTION field. Press ENTER.
8. Enter an 'N' in the DEMONST TEST PROGRAM field. Attempt to validate the purchase order. The purchase order should validate.

1. Using a PPC of 'PF' and a CICA APPLICABILITY of '4', complete the required entries on Page 1, Page 2, and Page 3 for a valid purchase order.
2. On Page 2, enter a NAICS CODE that is on Table 59 that has a RESULT of 'Y00', enter a 'Y' in the DEMONST TEST PROGRAM field, an 'N' in the EMERGING SM BUS field, and an 'A' in the SIZE OF SM BUS field. Verify that the PPC being used has pre-filled the LG SM BUS field with an 'S'. Attempt to validate the purchase order.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	SIZE OF SM BUS	49	INVALID	2
4. Enter '1' in the ERROR SELECT field. Press ENTER.
5. The message displayed should be
SIZE OF SM BUSINESS IS INVALID FOR DEMONST-TEST
PROGRAM/NAICS/TYPE-SERV PROD/LG-SM BUSINESS COMBINATION

6. Enter 'P2' in the OPTION field. Press ENTER.
7. Enter a 'Z' in the SIZE OF SM BUS field. Attempt to validate the purchase order. The purchase order should validate.

1. Use the purchase order from the validation procedure above.
2. On Page 1, enter 'J998' in the TYPE SERV/PROD field.
3. On Page 2, enter an 'A' in the SIZE OF SM BUS field. Attempt to validate the purchase order.

4. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	SIZE OF SM BUS	49	INVALID	2
5. Enter '1' in the ERROR SELECT field. Press ENTER.
6. The message displayed should be
SIZE OF SM BUSINESS IS INVALID FOR DEMONST-TEST
PROGRAM/NAICS/TYPE-SERV PROD/LG-SM BUSINESS COMBINATION

7. Enter 'P2' in the OPTION field. Press ENTER.
8. Enter '336611' in the NAICS CODE field. Attempt to validate the purchase order. The purchase order should validate.

1. Use the purchase order from the validation procedure above.
2. On Page 2, enter a NAICS CODE that is on Table 59 that has a RESULT of 'N00'. Attempt to validate the purchase order.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	EMERGING SM BUS	47	N/A	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.
5. The message displayed should be
EMERGING SM BUSINESS MUST BE BLANK WITH
DEMONST-TEST PROGRAM/NAICS/TYPE-SERV PROD COMBINATION
6. Enter 'P2' in the OPTION field. Press ENTER.
7. Blank out the EMERGING SM BUS field. Attempt to validate the purchase order. The purchase order should validate.

1. Use the purchase order from the validation procedure above.
2. On Page 2, enter a 'Z' in the SIZE OF SM BUS field and a NAICS CODE that is on Table 59 that has a RESULT of 'Y00'. Attempt to validate the purchase order.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	EMERGING SM BUS	47	MISSING	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.
5. The message displayed should be
EMERGING SM BUSINESS MISSING FOR DEMONST-TEST
PROGRAM/NAICS/TYPE-SERV PROD COMBINATION
6. Enter 'P2' in the OPTION field. Press ENTER.
7. Enter an 'N' in the EMERGING SM BUS field. Attempt to validate the purchase order. The purchase order should validate.

1. Use the purchase order from the validation procedure above.
2. On Page 2, enter an 'N' in the EMERGING SM BUS RES AWD field and a NAICS CODE that is on Table 59 that has a RESULT of 'N00'. Blank out the EMERGING SM BUS field. Attempt to validate the purchase order.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	EMERGING SM BUS RES AWD	48	N/A	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.

5. The message displayed should be
EMERGING SM BUSINESS RES AWARD MUST BE BLANK WITH
NAICS/TYPE-SERV PROD/DEMONST-TEST PROGRAM COMBINATION
 6. Enter 'P2' in the OPTION field. Press ENTER.
 7. Blank out the EMERGING SM BUS RES AWD field. Attempt to validate the purchase order. The purchase order should validate.
1. Use the purchase order from the validation procedure above.
 2. On Page 2, blank out the SIZE OF SM BUS field. Enter an 'N' in the EMERGING SM BUS field and a NAICS CODE that is on Table 59 that has a RESULT of 'Y00'. Attempt to validate the purchase order.
 3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	SIZE OF SM BUS	49	MISSING	2
 4. Enter '1' in the ERROR SELECT field. Press ENTER.
 5. The message displayed should be
SIZE OF SM BUSINESS IS MISSING FOR DEMONST-TEST
PROGRAM/NAICS/TYPE-SERV PROD/LG SM BUSINESS COMBINATION
 6. Enter 'P2' in the OPTION field. Press ENTER.
 7. Enter a 'Z' in the SIZE OF SM BUS field. Attempt to validate the purchase order. The purchase order should validate.

Testing of Contract Functions:

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	4
Contract Main Menu	1
Contract Award Menu with an existing Contract Number	2
Contract Award Update Screen – Page 1	P2
Contract Award Update Screen – Page 2	

1. Verify that the NAICS Code field is displayed on this screen.
2. Enter an invalid NAICS Code.
3. Press ENTER.
4. Verify the following message is displayed: "INVALID NAICS CODE. PLEASE CORRECT."
5. Enter a valid NAICS Code (other than the NAICS Code originally associated with this contract).
6. Press ENTER.
7. Verify the following message is displayed: "DATA HAS BEEN UPDATED. VALIDATION OF DATA IS REQUIRED."
8. Attempt to validate the contract.
9. Return to Page 2. Verify the NAICS Code field was updated with the new NAICS Code value.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	4
Contract Main Menu	1
Contract Award Menu with an existing Contract Number	3
Query Original Contract Screen – Page 1	P2
Query Original Contract Screen – Page 2	

1. Verify that the NAICS Code field is displayed on this screen.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	4
Contract Main Menu	1
Contract Award Menu	2
Contract Award Update	

1. Using a PPC of 'AX' and a CICA APPLICABILITY of '1', complete the required entries on Page 1, Page 2, and Page 3 for a valid contract.
2. On Page 1, enter '1' in the KIND OF ACTION field and 'Z216' in the TYPE SERV/PROD field.

3. On Page 2, enter a NAICS CODE that begins with '233', '234', or '235', a 'Y' in the DEMONST TEST PROGRAM field, and an 'N' in the EMERGING SM BUS field. Attempt to validate the contract.

4. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	DEMONST TEST PROGRAM	46	INVALID	2

5. Enter '1' in the ERROR SELECT field. Press ENTER.

6. The message displayed should be
DEMONST TEST PROGRAM INVALID FOR NAICS/TYPERV SERV PROD COMBINATION

7. Enter 'P2' in the OPTION field. Press ENTER.

8. Enter a NAICS CODE that does not begin with '233', '234', or '235' and is not on Table 59, an 'N' in the DEMONST TEST PROGRAM field, and blank out the EMERGING SM BUS field. Attempt to validate the contract. The contract should validate.

1. Use the contract from the validation procedure above. On Page 1, enter 'Y216' in the TYPE SERV/PROD field.

2. On Page 2, enter a 'Y' in the DEMONST TEST PROGRAM field and an 'N' in the EMERGING SM BUS field. Attempt to validate the contract.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	DEMONST TEST PROGRAM	46	INVALID	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.

5. The message displayed should be
DEMONST TEST PROGRAM INVALID FOR NAICS/TYPERV SERV PROD COMBINATION

6. Enter 'P2' in the OPTION field. Press ENTER.

7. Enter an 'N' in the DEMONST TEST PROGRAM field and blank out the EMERGING SM BUS field. Attempt to validate the contract. The contract should validate.

1. Use the contract from the validation procedure above.

2. On Page 1, enter 'K019' in the TYPE SERV/PROD field.

3. On Page 2, enter a NAICS CODE that is on Table 59 that has a RESULT of 'Y00'. Verify that the PPC being used has pre-filled the LG SM BUS field with an 'L' or an 'S'. Attempt to validate the contract.

- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	DEMONST TEST PROGRAM	46	INVALID	2

- Enter '1' in the ERROR SELECT field. Press ENTER.
- The message displayed should be
DEMONST-TEST PROGRAM INVALID FOR KOA/LG-SM
BUS/NAICS AND/OR TYPE-SERV PROD COMBINATIONS
- Enter 'P2' in the OPTION field. Press ENTER.
- Enter a 'Y' in the DEMONST TEST PROGRAM field and an 'N' in the EMERGING SM BUS field. Attempt to validate the contract. The contract should validate.

- Use the contract from the validation procedure above.
- On Page 2, enter an 'A' in the SIZE OF SM BUS field. Verify that the PPC being used has pre-filled the LG SM BUS field with an 'L'. Attempt to validate the contract.

- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	SIZE OF SM BUS	49	N/A	2

- Enter '1' in the ERROR SELECT field. Press ENTER.
- The message displayed should be
SIZE OF SM BUSINESS MUST BE BLANK FOR DEMONST-TEST
PROGRAM/NAICS/TYPER-SERV PROD/LG-SM BUSINESS COMBINATION
- Enter 'P2' in the OPTION field. Press ENTER.
- Blank out the SIZE OF SM BUS field. Attempt to validate the contract. The contract should validate.

- Using a PPC of 'RC' and a CICA APPLICABILITY of '3', complete the required entries on Page 1, Page 2, and Page 3 for a valid contract.
- On Page 1, enter '27' in the KIND OF ACTION field.
- On Page 2, enter a NAICS CODE that is on Table 59 that has a RESULT of 'Y00', and leave the DEMONST TEST PROGRAM field blank. Verify that the PPC being used has caused the LG SM BUS field to be blank. Attempt to validate the contract.

- The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	DEMONST TEST PROGRAM	46	INVALID	2

- Enter '1' in the ERROR SELECT field. Press ENTER.

6. The message displayed should be
DEMONST-TEST PROGRAM INVALID FOR KOA/NAICS/
TYPE-SERV PROD AND/OR LG-SM BUSINESS COMBINATIONS
7. Enter 'P2' in the OPTION field. Press ENTER.
8. Enter an 'N' in the DEMONST TEST PROGRAM field. Attempt to validate the contract. The contract should validate.

1. Using a PPC of 'PF' and a CICA APPLICABILITY of '4', complete the required entries on Page 1, Page 2, and Page 3 for a valid contract.
2. On Page 2, enter a NAICS CODE that is on Table 59 that has a RESULT of 'Y00', enter a 'Y' in the DEMONST TEST PROGRAM field, an 'N' in the EMERGING SM BUS field, and an 'A' in the SIZE OF SM BUS field. Verify that the PPC being used has pre-filled the LG SM BUS field with an 'S'. Attempt to validate the contract.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	SIZE OF SM BUS	49	INVALID	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.
5. The message displayed should be
SIZE OF SM BUSINESS IS INVALID FOR DEMONST-TEST
PROGRAM/NAICS/TYPE-SERV PROD/LG-SM BUSINESS COMBINATION
6. Enter 'P2' in the OPTION field. Press ENTER.
7. Enter a 'Z' in the SIZE OF SM BUS field. Attempt to validate the contract. The contract should validate.

1. Use the contract from the validation procedure above.
2. On Page 1, enter 'J998' in the TYPE SERV/PROD field.
3. On Page 2, enter an 'A' in the SIZE OF SM BUS field. Attempt to validate the contract.

4. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	SIZE OF SM BUS	49	INVALID	2

5. Enter '1' in the ERROR SELECT field. Press ENTER.
6. The message displayed should be
SIZE OF SM BUSINESS IS INVALID FOR DEMONST-TEST
PROGRAM/NAICS/TYPE-SERV PROD/LG-SM BUSINESS COMBINATION
7. Enter 'P2' in the OPTION field. Press ENTER.
8. Enter '336611' in the NAICS CODE field. Attempt to validate the contract. The contract should validate.

1. Use the contract from the validation procedure above.
2. On Page 2, enter a NAICS CODE that is on Table 59 that has a RESULT of 'N00'. Attempt to validate the contract.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	EMERGING SM BUS	47	N/A	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.
5. The message displayed should be
EMERGING SM BUSINESS MUST BE BLANK WITH
DEMONST-TEST PROGRAM/NAICS/TYPE-SERV PROD COMBINATION
6. Enter 'P2' in the OPTION field. Press ENTER.
7. Blank out the EMERGING SM BUS field. Attempt to validate the contract. The contract should validate.

1. Use the contract from the validation procedure above.
2. On Page 2, enter a 'Z' in the SIZE OF SM BUS field and a NAICS CODE that is on Table 59 that has a RESULT of 'Y00'. Attempt to validate the contract.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	EMERGING SM BUS	47	MISSING	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.
5. The message displayed should be
EMERGING SM BUSINESS MISSING FOR DEMONST-TEST
PROGRAM/NAICS/TYPE-SERV PROD COMBINATION
6. Enter 'P2' in the OPTION field. Press ENTER.
7. Enter an 'N' in the EMERGING SM BUS field. Attempt to validate the contract. The contract should validate.

1. Use the contract from the validation procedure above.
2. On Page 2, enter an 'N' in the EMERGING SM BUS RES AWD field and a NAICS CODE that is on Table 59 that has a RESULT of 'N00'. Blank out the EMERGING SM BUS field. Attempt to validate the contract.

3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
1	EMERGING SM BUS RES AWD	48	N/A	2

4. Enter '1' in the ERROR SELECT field. Press ENTER.

5. The message displayed should be
EMERGING SM BUSINESS RES AWARD MUST BE BLANK WITH
NAICS/TYPE-SERV PROD/DEMONST-TEST PROGRAM COMBINATION
 6. Enter 'P2' in the OPTION field. Press ENTER.
 7. Blank out the EMERGING SM BUS RES AWD field. Attempt to validate the contract. The contract should validate.
1. Use the contract from the validation procedure above.
 2. On Page 2, blank out the SIZE OF SM BUS field. Enter an 'N' in the EMERGING SM BUS field and a NAICS CODE that is on Table 59 that has a RESULT of 'Y00'. Attempt to validate the contract.
 3. The message displayed should be

ERR	FIELD NAME	507 NUM	ERROR	PAGE
-----	-----	-----	-----	-----
1	SIZE OF SM BUS	49	MISSING	2
 4. Enter '1' in the ERROR SELECT field. Press ENTER.
 5. The message displayed should be
SIZE OF SM BUSINESS IS MISSING FOR DEMONST-TEST
PROGRAM/NAICS/TYPE-SERV PROD/LG SM BUSINESS COMBINATION
 6. Enter 'P2' in the OPTION field. Press ENTER.
 7. Enter a 'Z' in the SIZE OF SM BUS field. Attempt to validate the contract. The contract should validate.

Testing of Vendor Functions:

FROM

Main Menu

Vendor Update Menu

CHOOSE OPTION

6

1. Verify that Option 5 is "ADD/UPDATE COMMODITIES (NAICS CODES)".
2. Verify that Option 6 is "ADD COMMODITIES (NAICS CODE RANGE)".
3. Verify that Option 7 is "DELETE COMMODITIES (NAICS CODES)".

FROM

Main Menu

Vendor Update Menu

using a Vendor that has no associated NAICS Codes
Commodities Add

CHOOSE OPTION

6

5

1. Verify the column headings are "NAICS CODE".
2. Press ENTER.
3. Verify the error message displayed is "PLEASE ENTER SOME COMMODITIES."
4. Enter an invalid NAICS Code.
5. Verify the error message displayed is "NO NAICS CODE MATCH IN TABLE QGA04T."
6. Enter the same NAICS Code twice.
7. Verify the error message displayed is "DUPLICATE NAICS CODES ON THIS SCREEN."
8. Enter a valid five-digit NAICS Code and a valid six-digit NAICS Code.
9. Press ENTER.
10. The message displayed should be "2 RECORD(S) ADDED, BLANK OPTION TO ADD MORE."
11. Press ENTER.
12. Using Option 8 (Query Commodities), verify the NAICS Codes were added. There should be two NAICS Codes displayed.

FROM

Main Menu

Vendor Update Menu

using the Vendor from the validation procedure above
Commodities Update

CHOOSE OPTION

6

5

1. Verify the column headings are "NAICS CODE".
2. Enter a '?' in the NEW START field.
3. Press ENTER.
4. Verify that a window is displayed with the following definition:
FORMAT: (N6) IF YOU WANT TO SCROLL THE NAICS CODE LIST TO A NEW STARTING POINT, ENTER THE NAICS CODE

IN THIS FIELD.

5. Press ENTER to return to the Commodities Update Screen.
6. Enter an invalid NAICS Code in the NAICS CODE field.
7. Press ENTER.
8. The error message displayed should be "NAICS CODE DOES NOT EXIST. PLEASE CORRECT."
9. Enter one of the NAICS Codes that was added in step #8 in the previous validation procedure.
10. Press ENTER.
11. The error message displayed should be "DUPLICATE NAICS CODE. PLEASE CORRECT."
12. Enter a valid NAICS Code.
13. Press ENTER.
14. The message displayed should be "RECORDS UPDATED. ENTER 'A' TO ADD MORE COMMODITIES."
15. Enter an 'A' in the OPTION field.
16. Press ENTER. The Commodities Add Screen will be displayed.
17. Verify the column headings are "NAICS CODE".
18. Press ENTER.
19. Verify the error message displayed is "PLEASE ENTER SOME COMMODITIES."
20. Enter an invalid NAICS Code.
21. Verify the error message displayed is "NO NAICS CODE MATCH IN TABLE QGA04T."
22. Enter the same NAICS Code twice.
23. Verify the error message displayed is "DUPLICATE NAICS CODES ON THIS SCREEN."
24. Enter one of the NAICS Codes used in step #8 in the previous validation procedure.
25. Verify the error message displayed is "NAICS CODE ALREADY ON FILE FOR THIS VENDOR."
26. Enter a valid five-digit NAICS Code and a valid six-digit NAICS Code other than the ones used in step #8 in the previous validation procedure and step #12 in this validation procedure.
27. Press ENTER.
28. The message displayed should be "2 RECORD(S) ADDED, BLANK OPTION TO ADD MORE."
29. Press ENTER.
30. Using Option 8 (Query Commodities), verify the NAICS Codes were added. There should be five NAICS Codes displayed.

FROM**CHOOSE OPTION****Main Menu****6****Vendor Update Menu****6****using the Vendor from the validation procedure above****Commodity Add Range**

1. Verify the text above the START/END fields is "ENTER NAICS CODE NUMBER RANGE".
2. Enter a '?' in the START field.
3. Press ENTER.
4. Verify that a window is displayed with the following definition:
FORMAT: (N6) IF YOU WANT TO ENTER A RANGE OF NAICS CODES FOR A VENDOR, ENTER THE STARTING NAICS CODE IN THIS FIELD.
5. Press ENTER to return to the Commodity Add Range Screen.
6. Enter a '?' in the END field.
7. Press ENTER.
8. Verify that a window is displayed with the following definition:
FORMAT: (N6) IF YOU WANT TO ENTER A RANGE OF NAICS CODES FOR A VENDOR, ENTER THE ENDING NAICS CODE IN THIS FIELD.
9. Press ENTER to return to the Commodity Add Range Screen.
10. Enter a '?' in the NEXT VID NUM field.
11. Press ENTER.
12. Verify that a window is displayed with the following definition:
FORMAT: (A7) IF YOU WANT TO ENTER NAICS CODES FOR ANOTHER VENDOR WITHOUT RETURNING TO THE VENDOR UPDATE MENU, ENTER THE VID NUMBER IN THIS FIELD.
13. Press ENTER to return to the Commodity Add Range Screen.
14. Enter a range of NAICS Codes where the START value is greater than the END value.
15. Press ENTER.
16. Verify the error message displayed is "INVALID RANGE."
17. Enter a range of NAICS Codes that contains a NAICS Code that was added in step #26 in the validation procedure above.
18. Press ENTER.
19. The error message should be "NAICS CODE ALREADY ON FILE FOR THIS VENDOR WITHIN SPECIFIED RANGE."
20. Enter a very large range of NAICS Codes.
21. Press ENTER.
22. The message displayed should be "PLEASE SHORTEN THE RANGE, PERFORMANCE CONSIDERATIONS ALLOW A MAXIMUM OF 100."
23. Enter a range that is known to contain no valid NAICS Codes.
24. Press ENTER.
25. The error message displayed should be "THERE ARE NO VALID COMMODITIES ON FILE WITHIN THE RANGE SPECIFIED."

26. Enter a valid range of NAICS Codes.
27. Press ENTER.
28. The message displayed should be "XX RECORD(S) ADDED."

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	7

using the Vendor from the validation procedure above

Commodity Delete

1. Verify the column headings are "NAICS CODE".
2. Enter a '?' in the NEXT VID NUM field.
3. Press ENTER.
4. Verify that a window is displayed with the following definition:
 FORMAT: (A7) IF YOU WANT TO DELETE NAICS CODES FROM ANOTHER VENDOR WITHOUT RETURNING TO THE VENDOR UPDATE MENU, ENTER THE VID NUMBER IN THIS FIELD.
5. Press ENTER to return to the Commodity Delete Screen.
6. Enter a NAICS Code that is not associated with this vendor.
7. Press ENTER.
8. The error message displayed should be "NAICS CODE NOT ON FILE FOR THIS VID NUM."
9. Enter one of the NAICS Codes entered in step #26 in the previous validation procedure.
10. Press ENTER.
11. The message displayed should be "1 COMMODITIES SUCCESSFULLY DELETED, BLANK OPTION TO DELETE MORE."
12. Press ENTER.
13. Using Option 8 (Query Commodities), verify the NAICS Code was deleted.
14. Return to the Commodity Delete Screen.
15. Press ENTER.
16. The message displayed should be "PLEASE VERIFY THAT ALL COMMODITIES FOR THIS VENDOR ARE TO BE DELETED WITH A 'Y'".
17. Enter a 'Y' in the OPTION field.
18. Press ENTER.
19. The message displayed should be "XX COMMODITIES SUCCESSFULLY DELETED, BLANK OPTION TO DELETE MORE."
20. Press ENTER.
21. Using Option 8 (Query Commodities), verify the remaining NAICS Codes were deleted. There should be no NAICS Codes displayed.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	8
using a Vendor with associated NAICS Codes	
Vendor Commodity Query	

1. Verify the column headings are "NAICS CODE".
2. Enter a '?' in the NEXT VID NUM field.
3. Press ENTER.
4. Verify that a window is displayed with the following definition:
 FORMAT: (A7) IF YOU WANT TO QUERY THE NAICS CODES FOR ANOTHER VENDOR, ENTER THE VENDOR NUMBER IN THIS FIELD.
5. Press ENTER to return to the Vendor Commodity Query Screen.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	16
Batch Vendor Report/Update Menu	1

1. Verify the Small Business Indicator Update runs correctly.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	16
Batch Vendor Report/Update Menu	3
Small Purchase Vendor Purge Submission	3

1. Verify the Small Vendor Purge runs correctly and the report is printed.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	16
Batch Vendor Report/Update Menu	4
Vendors with a Particular Commodity	

1. Enter a NAICS Code range in which there are no valid NAICS Codes (Example: FROM Value – 99999; TO Value – 100000). Verify the following error message is displayed: "NO NAICS CODES FOUND IN THE RANGE ENTERED. PLEASE CORRECT."
2. Enter a NAICS Code range in which the FROM value is greater than the TO value. Verify the following error message is displayed: "INVALID RANGE. PLEASE CORRECT."
3. Enter a valid NAICS Code range but leave both BATCH and ONLINE fields blank. Verify the following error message is displayed: "SELECT BATCH OR ONLINE".

4. Enter a NAICS Code range in which there are less than 150 records. Verify the report runs correctly when choosing the ONLINE option.
5. Enter a NAICS Code range in which there are less than 150 records. Verify the report runs correctly when choosing the BATCH option.
6. Enter a NAICS Code range in which there are more than 150 records. Verify the report runs correctly when choosing the ONLINE option.
7. Enter a NAICS Code range in which there are more than 150 records. Verify the report runs correctly when choosing the BATCH option.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	16
Batch Vendor Report/Update Menu	5
Woman Owned Firms and Their Commodities	

1. Submit report to verify it runs correctly.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	16
Batch Vendor Report/Update Menu	6
Count Of Vendors With A Commodity	

1. Enter a NAICS Code range in which the FROM value is greater than the TO value. Verify the following error message is displayed: "INVALID RANGE. PLEASE CORRECT."
2. Enter a valid NAICS Code range but leave both BATCH and ONLINE fields blank. Verify the following error message is displayed: "SELECT BATCH OR ONLINE".
3. Enter a valid NAICS Code range. Verify the report runs correctly when choosing the ONLINE option.
4. Enter a valid NAICS Code range. Verify the report runs correctly when choosing the BATCH option.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	16
Batch Vendor Report/Update Menu	8
Bid List Vendors with No Commodities	

1. Verify the Bid List Vendors with No Commodities report runs correctly.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	6
Vendor Update Menu	16
Batch Vendor Report/Update Menu	2
Outdated SF129 Vendor Report/Purge Submission	3

1. Place an X in front of “PRINT WARNING LETTERS FOR MARKED VENDORS”.
2. Verify the Warning Letters are printed correctly.

Testing of Tables Functions:

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	

1. Verify that Option 7 is "BATCH - PRINT NAICS CODE TABLE IN ALPHA SEQUENCE".
2. Verify that Option 8 is "SYSTEM ADMINISTRATION".

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	1
Menu of Tables	

1. Verify that Table 4 is (04) NAICS CODES.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	1
Menu of Tables	4

1. Verify that the Listing Of Table QGA04T – NAICS Code Table is displayed.
2. Choose a NAICS Code and type it in the KEY field.
3. Verify that the Key, the Description, and the Large/Small Business Threshold Information (Number of Employees and Average Annual Sales) are displayed.
4. Scroll through the NAICS Code listing by pressing the ENTER key. Choose several different NAICS Codes to verify they all display complete information.
5. Verify that Table 4 has 1166 entries.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	2
with Table Number	AA

1. Verify the entry for "QGA04T" was modified in the (AA) MASTERS LIST OF TABLES. "QGA04T" Table (04) SIC-CODE has now been replaced with Table (04) NAICS CODE. The entry for "QGA04T" should be as follows:

KEY	RESULT
=====	=====
QGA04T	(04) NAICS CODES
	KEY = NAICS CODE (N6)

2. Verify the entry for "QGA59T" was modified in the (AA) MASTERS LIST OF TABLES. The KEY on "QGA59T" Table (59) DEMONSTRATION TEST

PROGRAM is now NAICS CODE. The entry for "QGA59T" should be as follows:

KEY	RESULT
=====	
QGA59T	(59) DEMONSTRATION TEST PROGRAM KEY = NAICS CODE (N6)

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	2
with Table Number	49

1. View Table 49 (Contract Field Names and Numbers). Verify that the entry for KEY = '32' has the new entry for NAICS-CODE. The entry should appear as follows:

KEY	RESULT
=====	
32	NAICS-CODE 02

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	2
with Table Number	63

1. Verify the following entries have been deleted from Table 63.

KEY	RESULT
=====	
#FROM-SIC-CODE01	FORMAT: (A7) IF YOU WANT TO PRINT A LISTING OF VENDORS WITH A PARTICULAR COMMODITY, ENTER THE STARTING SIC CODE IN THIS FIELD.
#SIC-CODE-END 01	FORMAT: (N7) IF YOU WANT TO ENTER A RANGE OF SIC CODES FOR A VENDOR, ENTER THE ENDING SIC CODE IN THIS FIELD.
#SIC-CODE-STRT01	FORMAT: (N7) IF YOU WANT TO ENTER A RANGE OF SIC CODES FOR A VENDOR, ENTER THE STARTING SIC CODE IN THIS FIELD.
#TO-SIC-CODE 01	FORMAT: (A7) IF YOU WANT TO PRINT A LISTING OF VENDORS WITH A PARTICULAR COMMODITY, ENTER THE ENDING SIC CODE IN THIS FIELD.

2. Verify the following entries have been modified on Table 63.

KEY	RESULT
=====	
#NEW-START 01	FORMAT: (N6) IF YOU WANT TO SCROLL THE NAICS CODE LIST TO A NEW STARTING POINT, ENTER THE NAICS CODE IN THIS FIELD.

- #NEXT-VID-DEL 01 FORMAT: (A7) IF YOU WANT TO DELETE NAICS CODES FROM ANOTHER VENDOR WITHOUT RETURNING TO THE VENDOR UPDATE MENU, ENTER THE VID NUMBER IN THIS FIELD.
- #NEXT-VID-NUM 01 FORMAT: (A7) IF YOU WANT TO ENTER NAICS CODES FOR ANOTHER VENDOR WITHOUT RETURNING TO THE VENDOR UPDATE MENU, ENTER THE VID NUMBER IN THIS FIELD.
- #NEXT-VID-QRY 01 FORMAT: (A7) IF YOU WANT TO QUERY THE NAICS CODES FOR ANOTHER VENDOR, ENTER THE VENDOR NUMBER IN THIS FIELD.

3. Verify the following entries have been added to Table 63.

KEY	RESULT
=====	=====
#NAICS-CODE-EN01	FORMAT: (N6) IF YOU WANT TO ENTER A RANGE OF NAICS CODES FOR A VENDOR, ENTER THE ENDING NAICS CODE IN THIS FIELD.
#NAICS-CODE-ST01	FORMAT: (N6) IF YOU WANT TO ENTER A RANGE OF NAICS CODES FOR A VENDOR, ENTER THE STARTING NAICS CODE IN THIS FIELD.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	5
with Table Number	4

1. Verify that Table 4 (the NAICS Code Table) is printed successfully.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	5
with Table Number	59

1. Batch print Table 59 (Demonstration Test Program) before running adhoc program CCR1249F.
2. Batch print Table 59 after running adhoc program CCR1249F.
3. Verify the data conversion by comparing the old SIC Code to the new NAICS Code using the official conversion list.

NOTE: Duplicate NAICS Codes are not acceptable on Table 59. Due to one SIC Code converting to more than one NAICS Code, there could be more entries on the 'After' table than on the 'Before' table.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	7
Batch - Print NAICS Code Table In Alpha Sequence	

1. Verify that the NAICS Code Table is printed successfully in alphabetical sequence.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	8
System Administration Menu	

1. Verify that the System Administration Menu is displayed.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	8
System Administration Menu	3
System Statistics	

1. Verify that the System Statistics are displayed.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	8
Tables System Menu	9

1. Verify that the message "INVALID OPTION" is displayed.

3.2 FACS Related Changes

Description of Change

The FACS dataset that is sent to Headquarters on a monthly basis will be restructured to add the new regulatory fields. These are as follows:

- Replace SIC Code field with NAICS Code field in FACS for Purchase Orders and Contracts.
- Add a new field called Veteran-Owned Small Business Concern to the FACS History dataset and the FACS transmission dataset.

**** IMPORTANT ****

These changes will affect the overall record length increasing it from 394 to 397 in any Job Control Language referencing the FACS History file and the FACS transmission file. The following is an example of the new DCB statement:

```
// DCB=(RECFM=FB,LRECL=397,BLKSIZE=3970)
```

Functional Impact

The record length of the FACS history dataset and the FACS transmission dataset was increased from 394 bytes to 397 bytes to allow the new fields to be included in the FACS submission to Headquarters. The new FACS layout is included below the validation procedures for the FACS process.

Validation Procedures

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	7
General Reports Menu	3
FACS Tape Recovery	

Execute the FACS Recovery option in the **BATCH** environment to reset all flagged records from the last FACS run. The default dates on the screen may be used. Make a note of the Rec Reported Date as this will be used in subsequent steps. Verify the program executed successfully. To perform this task, select the core menu options or run using your site unique JCL.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	7
General Reports Menu	4
FACS Contract Lead Time Submission	

Execute the FACS Lead Time option. Enter the Rec Reported Date used in the previous step. The default correction cutoff date may be used or use the correction cutoff date from the last FACS run. Verify the program executed successfully. Compare the report to the report from the last FACS run. The results should be the same with the exception that the new fields should now be

reported. To perform this task, select the core menu options or run using your site unique JCL.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	7
General Reports Menu	2
FACS Dataset Submission	

Execute the Monthly FACS Submission option for a FACS Trial Run. Enter the Rec Reported Date used in the previous step. The default correction cutoff date may be used or use the correction cutoff date from the last FACS run. **Ensure the Trial Run option is chosen.** Verify all programs executed successfully. Compare the reports to the reports from the last FACS run. (The last report can be from actual FACS run.) The results should be the same with the exception that the new fields should now be reported. To perform this task, select the core menu options or run using your site unique JCL.

<u>FROM</u>	<u>CHOOSE OPTION</u>
Main Menu	7
General Reports Menu	2
FACS Dataset Submission	

Execute the Monthly FACS Submission option for an actual FACS run. (The dataset will not be sent to HQ unless you send it.) Enter the Rec Reported Date used in the previous step. The default correction cutoff date may be used or use the correction cutoff date from the last FACS run. **Ensure the Produce FACS Dataset option is chosen.** Verify all programs executed successfully. Compare the reports to the reports from the last FACS run. The results should be the same with the exception that the new fields should now be reported. To perform this task, select the core menu options or run using your site unique JCL.

The following listing was prepared to assist you in testing the FACS history dataset conversion (CCR1249J), the FACS Contract Lead Time Report, the FACS Trial Run Submission, and the FACS Monthly Submission. It details the new FACS file layout:

05	RECORD-TYPE	PICTURE X(2)	1-2
05	CONTRACT-NUM	PICTURE X(11)	3-13
05	MOD-NUM	PICTURE X(5)	14-18
05	AIN	PICTURE X(2)	19-20
05	ADD-DESCRIPTION	PICTURE X	21
05	NEW-OR-CORRECTION	PICTURE X	22
05	PIN	PICTURE X(2)	23-24
05	CIC	PICTURE X(7)	25-31
05	CONTRACTOR-NAME	PICTURE X(30)	32-61
05	CONTRACTOR-DIV	PICTURE X(20)	62-81
05	POP-CITY	PICTURE X(24)	82-105
05	POP-STATE	PICTURE X(2)	106-107
05	POP-ZIP-CODE	PICTURE X(9)	108-116
05	CONT-DT		
	07 CONTRACT-YR	PICTURE X(4)	117-120
	07 CONTRACT-MNTH	PICTURE X(2)	121-122
	07 CONTRACT-DAY	PICTURE X(2)	123-124
05	COMP-DT		
	07 COMPL-YR	PICTURE X(4)	125-128
	07 COMPL-MNTH	PICTURE X(2)	129-130
	07 COMPL-DAY	PICTURE X(2)	131-132
05	CLOSEOUT-DT		
	07 CLOSEOUT-YR	PICTURE X(4)	133-136
	07 CLOSEOUT-MNTH	PICTURE X(2)	137-138
	07 CLOSEOUT-DAY	PICTURE X(2)	139-140
05	PPC	PICTURE X(2)	141-142
05	KIND-ACTION	PICTURE X(2)	143-144
05	TYPE-CONTRACTOR	PICTURE X(2)	145-146
05	AWARD-OUTSIDE-US	PICTURE X	147
05	EXT-COMP	PICTURE X	148
05	EST-COST-OR-FIXED-PRICE	PICTURE S9(11)	149-159
05	TOTAL-FEE	PICTURE S9(11)	160-170
05	BAS-INCLUDING-OPTIONS	PICTURE S9(11)	171-181
05	VALUE-INCLUDING-OPTIONS	PICTURE S9(11)	182-192
05	TYPE-SERVICE-OR-PRODUCT	PICTURE X(4)	193-196
05	PHYSICAL-STATUS	PICTURE X	197
05	MOD-OBLIGATION	PICTURE S9(11)	198-208
05	BUNDLING-IND	PICTURE X	209
05	FSS-INDEF-DELIV-BOA	PICTURE X(15)	210-224
05	DESCRIPTION	PICTURE X(100)	225-324
05	CICA-APPLIC	PICTURE X	325

05 PROCUR-SYNOP	PICTURE X	326
05 TYPE-CONTRACT	PICTURE X(2)	327-328
05 NO-OF-OFFERS-SOLICITED	PICTURE X(3)	329-331
05 NO-OF-OFFERS-RECEIVED	PICTURE X(3)	332-334
05 COMP-SOLIC	PICTURE X	335
05 AUTH-FOR-OTHER	PICTURE X	336
05 SUBJ-LABOR-STATUTES	PICTURE X	337
05 NAICS-CODE	PICTURE X(6)	338-343
05 CONT-ADMIN-DELEG	PICTURE X	344
05 PREFERENCE-PROGRAM	PICTURE X	345
05 ADVISORY-ASSIST-SVC	PICTURE X	346
05 SUPPORT-CONTRACT	PICTURE X	347
05 COST-ACCTG-STD-CL	PICTURE X	348
05 NEW-TECH	PICTURE X	349
05 SUB-CONT-PGM-PLAN	PICTURE X	350
05 SBIR-AWARD	PICTURE X	351
05 WOMAN-OWNED	PICTURE X	352
05 FOREIGN-GOVT-ORG	PICTURE X	353
05 COST-PERFORM	PICTURE X	354
05 PROP-SPACE	PICTURE X	355
05 COMM-ACQUIS	PICTURE X	356
05 ETHNIC-GROUP	PICTURE X	357
05 PERFORM-BASED	PICTURE X	358
05 COUNTRY-OF-MANUF	PICTURE X(2)	359-360
05 STTR-AWARD	PICTURE X	361
05 DEMO-TEST-PROGRAM	PICTURE X	362
05 EMERGING-SMALL-BUS	PICTURE X	363
05 EMERG-SM-BUS-AWARD	PICTURE X	364
05 SMALL-BUS-SIZE	PICTURE X	365
05 BLANKET-DELEGATION	PICTURE X	366
05 POST-AWARD-AUDIT	PICTURE X	367
05 SECURITY	PICTURE X	368
05 COST-ACCT-STAND	PICTURE X	369
05 PROPERTY-ADMIN	PICTURE X	370
05 TRANSPORTATION	PICTURE X	371
05 QUALITY-ASSURANCE	PICTURE X	372
05 CONSENT-SUBCONTR	PICTURE X	373
05 CLOSEOUT	PICTURE X	374
05 ENG-PROD-SURVEIL	PICTURE X	375
05 OTHER	PICTURE X	376
05 VALUE-ENG	PICTURE X	377
05 LEAD-TIME	PICTURE 9(3)	378-380
05 MID-RANGE-PROC	PICTURE X	381
05 LEAD-TIME-2	PICTURE 9(3)	382-384
05 HBZ-SML-BUS-CNCRN-IND	PICTURE X	385
05 HBZ-PGM-CODE	PICTURE X	386

05 SDB-PGM-CODE	PICTURE X	387
05 HBZ-PRICE-EVAL-PREF-DIFF-PCT	PICTURE X(2)	388-389
05 SDB-PRICE-EVAL-ADJ-DIFF-PCT	PICTURE X(2)	390-391
05 VOSB-CNCRN-CODE	PICTURE X	392
05 SUBMISSION-DATE	PICTURE X(4)	393-396
05 FATAL-SWITCH	PICTURE X	397

<u>MODULE ID</u>	<u>MODULE NAME</u>	<u>TYPE</u>
CCR1249A	ADHOC	PGM
CCR1249B	ADHOC	PGM
CCR1249C	ADHOC	PGM
CCR1249D	ADHOC	PGM
CCR1249E	ADHOC	PGM
CCR1249F	ADHOC	PGM
CCR1249G	ADHOC	PGM
CCR1249H	ADHOC	PGM
CCR1249I	ADHOC	PGM
CCR1249J	ADHOC	PGM
CCR1249K	ADHOC	PGM
CCR1249L	ADHOC	PGM
CCR1249M	ADHOC	PGM
CCR1249N	ADHOC	PGM
CCR1249O	ADHOC	PGM
NABL01LA	BID LIST UPDATE – LOCAL DATA AREA	LDA
NAGR01PA	FACS LEAD TIME REPORT	PGM
NAHF28HB	FIELD LEVEL HELPROUTINE – NAICS CODE	HELPR
NAHF28NA	FIELD LEVEL HELP TABLE DISPLAY WINDOW FOR NAICS CODE SORTED BY NAICS CODE	SUBP
NAHF28NB	FIELD LEVEL HELP TABLE DISPLAY WINDOW FOR NAICS CODE SORTED BY DESCRIPTION	SUBP
NAHF28NC	FIELD LEVEL HELP DISPLAY WINDOW FOR NAICS CODE	SUBP
NATM00MA	TABLES SYSTEM MENU MAP	MAP
QBB03	BID LIST UPDATE	PGM
QBB11	BID LIST CANCEL – SOFT DELETE – UPDATE OF CANCEL FLAG	PGM
QBB13	BID LIST PURGE	PGM
QBB14	BID LIST DELETE	PGM
QBB21	BID LIST BROWSE BY SOLICITATION-NUM	PGM
QBB22	BID LIST BROWSE BY PR KEY	PGM
QBC02	COMMODITY RECORDS ADD	PGM
QBC03	VENDOR/COMMODITIES DELETE	PGM
QBC04	VENDOR/COMMODITIES INQUIRY	PGM
QBC05	RANGE OF COMMODITY RECORDS ADD	PGM
QBC07	UPDATE COMMODITIES	PGM
QBL01	BID LIST PROCESSING MENU	PGM
QBL02	BID LIST CREATE	PGM
QBL03	BID LIST UPDATE	PGM
QBL04	BID LIST RESOLICITATION	PGM
QBL05	BID LIST DISPLAY	PGM
QBL07	BATCH BID LIST AND LABEL PRINT	PGM
QBL12	REGENERATE BID LIST	PGM
QBR00	BATCH VENDOR/COMMODITY REPORTS MENU	PGM
QBR33	LIST ALL VENDORS WITH A PARTICULAR COMMODITY – 149 OR LESS RECORDS	PGM
QBR34	LIST ALL VENDORS WITH A PARTICULAR	PGM

QBR35	COMMODITY – 150 OR MORE RECORDS LIST ALL WOMAN OWNED FIRMS AND THEIR COMMODITIES	PGM
QBR36	COUNT VENDORS WITH A PARTICULAR COMMODITY	PGM
QBV01	VENDOR UPDATE OPTION MENU	PGM
QBV08	SMALL BUSINESS INDICATOR UPDATE	PGM
QBV17	DELETE SMALL PURCHASE VENDORS	PGM
QBV25	LIST BID LIST VENDORS WITH NO COMMODITIES	PGM
QBV45	BATCH PRINT WARNING LETTERS FOR MARKED VENDORS	PGM
QCA23	CONTRACT AWARD UPDATE – PAGE 3	PGM
QCA25	CONTRACT AWARD UPDATE – PAGE 2	PGM
QCA25L	CONTRACT AWARD UPDATE – PAGE 2 LOCAL DATA AREA	LDA
QCA27	CONTRACT AWARD QUERY – PAGE 2	PGM
QCA28	CONTRACT AWARD QUERY – PAGE 3	PGM
QCA80	CONTRACT 507 EDIT DRIVER	PGM
QCA85	FORM 507 EDIT MODULE	PGM
QCA87	CONTRACT 507 EDIT MESSAGE DISPLAY	PGM
QCA88	TABLE FILE DISPLAY FOR 507 ERROR DISPLAY	PGM
QCA89	PPC EDIT VALUE DISPLAY FOR 507 ERROR HELP	PGM
QEMBB03A	BID LIST UPDATE – MAP 1	MAP
QEMBB03D	BID LIST UPDATE – MAP 2	MAP
QEMBB12A	BID LIST – MAP	MAP
QEMBB21A	BID LIST BROWSE BY SOLICITATION-NUM – MAP	MAP
QEMBB22A	BID LIST BROWSE BY PR KEY – MAP	MAP
QEMBC02	COMMODITY RECORDS ADD – MAP 1	MAP
QEMBC02B	COMMODITY RECORDS ADD – MAP 2	MAP
QEMBC03	VENDOR/COMMODITIES DELETE – MAP	MAP
QEMBC04	VENDOR/COMMODITIES INQUIRY – MAP	MAP
QEMBC05	RANGE OF COMMODITY RECORDS ADD – MAP	MAP
QEMBC07A	UPDATE COMMODITIES – MAP 1	MAP
QEMBC07B	UPDATE COMMODITIES – MAP 2	MAP
QEMBL02A	BID LIST CREATE – MAP 1	MAP
QEMBL02B	BID LIST CREATE – MAP 2	MAP
QEMBL03A	BID LIST UPDATE – MAP	MAP
QEMBL04A	BID LIST RESOLICITATION – MAP	MAP
QEMCA23	CONTRACT AWARD UPDATE – PAGE 3 – MAP1	MAP
QEMCA23A	CONTRACT AWARD UPDATE – PAGE 3 – MAP2	MAP
QEMCA25	CONTRACT AWARD UPDATE – PAGE 2 – MAP 1	MAP
QEMCA25A	CONTRACT AWARD UPDATE – PAGE 2 – MAP 2	MAP
QEMCA25B	CONTRACT AWARD UPDATE – PAGE 2 – MAP 3	MAP
QEMCA27	CONTRACT AWARD QUERY – PAGE 2 – MAP	MAP
QEMCA28	CONTRACT AWARD QUERY – PAGE 3 – MAP	MAP
QEMSA23	PO AWARD UPDATE – PAGE 3 – MAP 1	MAP
QEMSA23A	PO AWARD UPDATE – PAGE 3 – MAP 2	MAP
QEMSA25	PO AWARD UPDATE – PAGE 2 – MAP	MAP
QEMSA27	PO AWARD QUERY – PAGE 2 – MAP	MAP
QEMSA28	PO AWARD QUERY – PAGE 3 – MAP	MAP
QENA25	CONTRACT UPDATE VALIDATION CHECK	SUBP

QENBL02A	GENERATE OR REGENERATE BID LIST	SUBP
QENCA85	EXCEPTION EDIT SUBPROGRAM	SUBP
QENGR14B	FACS COMPARE HISTORY	SUBP
QENGR14C	FACS REPORT; BUILD FACS RECORD	SUBP
QENT59	TABLE LOOKUP FOR EMERGING SMALL BUSINESS	SUBP
QGM09	SYSTEM STATISTICS	PGM
QGM14	ONLINE NAICS CODE CONVERSION	PGM
QGR07	TRIAL FACS REPORT; CONTRACT FILE	PGM
QGR08	FACS TRIAL RUN – PURCHASE ORDERS	PGM
QGR09	FACS TRIAL RUN – GRANTS	PGM
QGR14	FACS REPORT; CONTRACT FILE	PGM
QGR15	CREATE FACS TAPE FOR PO FILE	PGM
QGR16	CREATE FACS TAPE FOR GRANT FILE	PGM
QGU00	SYSTEM ADMINISTRATION MASTER MENU	PGM
QNA80	GRANT 507 EDIT DRIVER	PGM
QSA23	PO AWARD UPDATE – PAGE 3	PGM
QSA25	PO AWARD UPDATE – PAGE 2	PGM
QSA27	PO AWARD QUERY – PAGE 2	PGM
QSA28	PO AWARD QUERY – PAGE 3	PGM
QSA80	PO 507 EDIT DRIVER	PGM
QTM00	TABLES SYSTEM MENU	PGM
QTM01	NAMS TABLE SYSTEM SELECTION MENU	PGM
QTR01	GENERALIZED TABLE LISTING	PGM
QTR04	NAICS CODE LISTING	PGM
QTU04	QGA04T TABLE MAINTENANCE - NAICS CODES	PGM

APPENDIX D
INSTALLATION INSTRUCTIONS
FOR AMS SOFTWARE RELEASE 7.2.0

INSTALLATION INSTRUCTIONS AND CHECKLIST FOR AMS SOFTWARE RELEASE 7.2.0

Introduction

Release information:

System Name: AMS
Release Number: 7.2.0
Release Date: August 31, 2000
Effective Date: October 1, 2000

This release must be implemented after the September 2000 FACS submission has been received by Headquarters and before any fiscal year 2001 processing can begin.

The following datasets are located on the transient storage DASD volumes under the following data sets names:

- xxMOV.AMS.PROD.R720.R0800.DOC
- xxMOV.AMS.PROD.R720.R0800.PRD
- xxMOV.AMS.PROD.R720.R0800.SRC
- xxMOV.AMS.PROD.R720.R0800.TBL004
- xxMOV.AMS.PROD.R720.R0800.TBL050
- xxMOV.AMS.PROD.R720.R0800.TBL069

Where "xx" is replaced by the appropriate NASA Center designation.

AR - ARC
DF - DFRC
GS - GSFC
HQ - HQ
J5 - JSC
LA - LaRC
LE - GRC (Glenn)
KS - KSC
MS - MSFC
SS - SSC

In case of installation problems, contact the NACC Technical Services Center
(Identify yourself as SESAAS & AMS.)

Telephone: (256) 544-6673
Email: charmaine.absher@msfc.nasa.gov
FAX: (256) 544-1836

Installation Sequence

The sequence in which the installation of this release should occur is provided in the following list. A checklist is provided in Section 9.0 to assist in tracking the installation of this release.

- 1.0 Back Up Existing Data
- 2.0 Copy Source/Object Code
- 3.0 Pre-Predict Data Conversion
- 4.0 Install Predict
- 5.0 Catalog Source Code
- 6.0 Post-Predict Data Conversion
- 7.0 Release-Specific Procedures
- 8.0 Local JCL Mods
- 9.0 Installation Checklist

1.0 Back Up Existing Data

It is advisable to back up all AMS files as a precautionary measure prior to installation.

2.0 Copy Source/Object Code

2.1 Copy Source Code

Load the AMS library from dataset xxMOV.AMS.PROD.R720.R0800.SRC. The source programs were unloaded using the Natural utility NATUNLD. The programs will be loaded to the application library LAMSPROD, replacing any existing programs of the same name. The source module counts included in this release are listed below:

Natural Source Modules by type	
GLOBAL DATA AREA	0
LOCAL/PARAM DATA AREA	3
MAPS	29
HELP ROUTINES	1
SUBROUTINES	0
SUBPROGRAMS	9
PROGRAMS	77
COPYCODE	0
TEXT	0
PROCESS	0
MISCELLANEOUS OBJECTS	0
Total:	119

2.2 List of Source Code Modifications

The following are the modules added, modified and deleted.

Added Modules:

1. QGM14	Online NAICS Code Conversion	Program
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Changed Modules:

1. NABL01LA	Bid List Update – Local Data Area	Local
2. NAGR01PA	FACS Lead Time Report	Program
3. NAHF28HB	Field Level Help routine – NAICS Code	Help routine
4. NAHF28NA	Field Level Help Table Display Window for NAICS Code Sorted by NAICS Code	Subprogram
5. NAHF28NB	Field Level Help Table Display Window for NAICS Code Sorted by Description	Subprogram
6. NAHF28NC	Field Level Help Display Window for NAICS Code	Subprogram
7. NATM00MA	Tables System Menu Map	Map
8. QBB03	Bid List Update	Program
9. QBB11	Bid List Cancel – Soft Delete – Update of Cancel Flag	Program
10. QBB13	Bid List Purge	Program
11. QBB14	Bid List Delete	Program
12. QBB21	Bid List Browse by Solicitation-Num	Program
13. QBB22	Bid List Browse by PR Key	Program
14. QBC02	Commodity Records Add	Program
15. QBC03	Vendor/Commodities Delete	Program
16. QBC04	Vendor/Commodities Inquiry	Program
17. QBC05	Range of Commodity Records Add	Program
18. QBC07	Update Commodities	Program
19. QBL01	Bid List Processing Menu	Program
20. QBL02	Bid List Create	Program

21. QBL03	Bid List Update	Program
22. QBL04	Bid List Resolicitation	Program
23. QBL05	Bid List Display	Program
24. QBL07	Batch Bid List and Label Print	Program
25. QBL12	Regenerate Bid List	Program
26. QBR00	Batch Vendor/Commodity Reports Menu	Program
27. QBR33	List All Vendors with a Particular Commodity 149 or Less Records	Program
28. QBR34	List All Vendors with a Particular Commodity 150 or More Records	Program
29. QBR35	List All Woman Owned Firms and Their Commodities	Program
30. QBR36	Count Vendors with a Particular Commodity	Program
31. QBV01	Vendor Update Option Menu	Program
32. QBV08	Small Business Indicator Update	Program
33. QBV17	Delete Small Purchase Vendors	Program
34. QBV25	List Bid List Vendors With No Commodities	Program
35. QBV45	Batch Print Warning Letters for Marked Vendors	Program
36. QCA23	Contract Award Update – Page 3	Program
37. QCA25	Contract Award Update – Page 2	Program
38. QCA25L	Contract Award Update – Page 2 Local Data Area	Local
39. QCA27	Contract Award Query – Page 2	Program
40. QCA28	Contract Award Query – Page 3	Program
41. QCA80	Contract 507 Edit Driver	Program
42. QCA85	Form 507 Edit Module	Program
43. QCA87	Contract 507 Edit Message Display	Program
44. QCA88	Table File Display for 507 Error Help	Program
45. QCA89	PPC Edit Value Display for 507 Error Help	Program
46. QEMBB03A	Bid List Update – Map 1	Map
47. QEMBB03D	Bid List Update – Map 2	Map
48. QEMBB12A	Bid List – Map	Map
49. QEMBB21A	Bid List Browse by Solicitation-Num – Map	Map
50. QEMBB22A	Bid List Browse by PR Key – Map	Map
51. QEMBC02	Commodity Records Add – Map 1	Map
52. QEMBC02B	Commodity Records Add – Map 2	Map
53. QEMBC03	Vendor/Commodities Delete – Map	Map
54. QEMBC04	Vendor/Commodities Inquiry – Map	Map
55. QEMBC05	Range of Commodity Records Add – Map	Map
56. QEMBC07A	Update Commodities – Map 1	Map
57. QEMBC07B	Update Commodities – Map 2	Map
58. QEMBL02A	Bid List Create – Map 1	Map
59. QEMBL02B	Bid List Create – Map 2	Map
60. QEMBL03A	Bid List Update – Map	Map
61. QEMBL04A	Bid List Resolicitation – Map	Map
62. QEMCA23	Contract Award Update – Page 3 – Map 1	Map
63. QEMCA23A	Contract Award Update – Page 3 – Map 2	Map
64. QEMCA25	Contract Award Update – Page 2 – Map 1	Map
65. QEMCA25A	Contract Award Update – Page 2 – Map 2	Map
66. QEMCA25B	Contract Award Update – Page 2 – Map 3	Map
67. QEMCA27	Contract Award Query – Page 2 – Map	Map
68. QEMCA28	Contract Award Query – Page 3 – Map	Map
69. QEMSA23	PO Award Update – Page 3 – Map 1	Map

70. QEMSA23A	PO Award Update – Page 3 – Map 2	Map
71. QEMSA25	PO Award Update – Page 2 – Map	Map
72. QEMSA27	PO Award Query – Page 2 – Map	Map
73. QEMSA28	PO Award Query – Page 3 – Map	Map
74. QENA25	Contract Update Validation Check	Subprogram
75. QENBL02A	Generate or Regenerate Bid List	Subprogram
76. QENCA85	Exception Edit Subprogram	Subprogram
77. QENGR14B	FACS Compare History	Subprogram
78. QENGR14C	FACS Report; Build FACS Record	Subprogram
79. QENT59	Table Lookup for Emerging Small Business	Subprogram
80. QGM00	Session Initialization	Program
81. QGM09	System Statistics	Program
82. QGR07	Trial FACS Report; Contract File	Program
83. QGR08	FACS Trial Run – Purchase Orders	Program
84. QGR09	FACS Trial Run – Grants	Program
85. QGR14	FACS Report; Contract File	Program
86. QGR15	Create FACS Tape for PO File	Program
87. QGR16	Create FACS Tape for Grant File	Program
88. QGU00	System Administration Master Menu	Program
89. QNA80	Grant 507 Edit Driver	Program
90. QNB51	Grant Supplement Update	Program
91. QSA17	PO Short Form Update	Program
92. QSA17L	PO Short Form Update – Local Data Area	Local
93. QSA23	PO Award Update – Page 3	Program
94. QSA25	PO Award Update – Page 2	Program
95. QSA27	PO Award Query – Page 2	Program
96. QSA28	PO Award Query – Page 3	Program
97. QSA80	PO 507 Edit Driver	Program
98. QTM00	Tables System Menu	Program
99. QTM01	NAMS Table System Selection Menu	Program
100. QTR01	Generalized Table Listing	Program
101. QTR04	NAICS Code Listing	Program
102. QTU04	QGA04T Table Maintenance - NAICS Codes	Program

Deleted Modules:

1. NABL01NA	Bid List Lookup Fields	Subprogram
2. NABV01NA	Code Translations	Subprogram
3. NACA01NA	Contract Award Lookup Fields	Subprogram
4. NACC01NA	Contract Closeout Lookup Fields	Subprogram
5. NACD01NA	Contract Composite Lookup Fields	Subprogram
6. NASA50NA	PO 507 Data/Composite Lookup Fields	Subprogram
7. QTR04B	Print SIC Code by Last Four Digits	Program

The following programs were created for this release:

1. CCR1248A	Adhoc to update composite record with Center Kind of Action and Final Invoice Paid Date values from base record
2. CCR1249A	Adhoc to delete SIC Code Table 4
3. CCR1249B	Adhoc to create NAICS Code Table 4
4. CCR1249C	Adhoc to change master table entry for SIC Code to NAICS Code
5. CCR1249D	Adhoc to add Veteran Owned Small Business Concern to

- | | |
|--------------|---|
| 6. CCR1249E | Table 49 and change SIC Code to NAICS Code on Table 49
Adhoc to add Veteran Owned Small Business Concern
Table 67 |
| 7. CCR1249F | Adhoc to convert Table 59 from SIC Code to NAICS Code |
| 8. CCR1249G | Adhoc to update Predict-AMS with Veteran Owned Small
Business Concern and NAICS Code |
| 9. CCR1249H | Adhoc to update Table 50 with Veteran Owned Small
Business Concern 507 Edits |
| 10. CCR1249I | Adhoc to update Table 63 with SIC Code to NAICS Code
change |
| 11. CCR1249J | Adhoc to convert current FACS history dataset to new
format |
| 12. CCR1249K | Adhoc to add SIC Code to NAICS Code conversion Table
69 |
| 13. CCR1249L | Adhoc to convert SIC Code to NAICS Code for the Bid List
File |
| 14. CCR1249M | Adhoc to convert SIC Code to NAICS Code for the
Commodity File |
| 15. CCR1249N | Adhoc to convert SIC Code to NAICS Code for the Contract
File |
| 16. CCR1249O | Adhoc to convert SIC Code to NAICS Code for the Purchase
Order File |

(These programs should be deleted after you successfully install this release in production.)

2.3 Copy Object Modules

Not applicable with this release.

3.0 Pre-Predict Data Conversion

Not applicable with this release.

4.0 Install Predict

4.1 Data Dictionary Changes

This release will include the new enhancements for version 7.2.0. Details for changes in this release can be found under paragraph 4.1.3 Physical File Changes or by performing Predict reporting on the keyword AMS-7.2.0.

Use SYSDICBE to load the PREDICT modifications from the dataset
xxMOV.AMS.PROD.R720.R0800.PRD.

The following AMS DDMs should be generated after the PREDICT load is completed.

BID-LIST-FILE
 COMMODITY-FILE
 CONTRACT-FILE
 PURCHASE-ORDER-FILE

4.1.1 Inventory of Objects

The object types and inventory listed below represent a comprehensive count of the Predict object modules for this release.

PREDICT Objects by Type:

Keyword	-	1
Standard/Help files	-	1
ADABAS Files and Views	-	15

4.1.2 Storage Considerations

Not applicable with this release.

4.1.3 Physical File Changes

Add the following fields:

```
BID-LIST-FILE                               File # 200
  Ty L Field ID                               F Length  Occ  D U DB S
  *- - -----*-----*-----* * * -- *
      1 NAICS-CODE                             N      6.0      D  BF N
```

ADADBS NEWFIELD FILE=200
 ADADBS FNDEF='01,BF,6,U,NU,DE' *** NOTE *** New fields can be added as descriptors
 Using this type of command

```
COMMODITY-FILE                               File # 208
  Ty L Field ID                               F Length  Occ  D U DB S
  *- - -----*-----*-----* * * -- *
      1 NAICS-CODE                             N      6.0      D  AA N
```

ADADBS NEWFIELD FILE=208
 ADADBS FNDEF='01,AA,6,U,NU,DE' *** NOTE *** New fields can be added as descriptors
 Using this type of command

```

CONTRACT-FILE                               File # 202
  Ty L Field ID                               F Length  Occ  D U DB S
  *- - -----*--*--*--*--*--*--*--*--*--*
    1 NAICS-CODE                               N     6.0           DD N
    1 VOSB-CNCRN-CODE                          A     1.0           DF N

```

```

ADADBS NEWFIELD FILE=202
ADADBS FNDEF='01,DD,6,U,NU '
ADADBS FNDEF='01,DF,1,A,NU'

```

```

PURCHASE-ORDER-FILE                         File # 204
  Ty L Field ID                               F Length  Occ  D U DB S
  *- - -----*--*--*--*--*--*--*--*--*--*
    1 NAICS-CODE                               N     6.0           CI N
    1 VOSB-CNCRN-CODE                          A     1.0           CJ N

```

```

ADADBS NEWFIELD FILE=204
ADADBS FNDEF='01,Ci,6,U,NU '
ADADBS FNDEF='01,CJ,1,A,NU'

```

Invert the following Superdescriptor:

```

COMMODITY-FILE                               File # 208
  Ty L Field ID                               F Length  Occ  D U DB S
  *- - -----*--*--*--*--*--*--*--*--*--*
  SP 1 VID-NAICS-KEY                          A     13.0          D  AB N

```

```

ADAINV INVERT FILE=208
ADAINV TEMPSIZE=??,SORTSIZE=??
ADAINV SUPDE='AB=HA(1,7),AA(1,6)'

```

5.0 Catalog Source Code

Run a batch job to catalog (CATALL) all AMS modules in the LAMSPROD or other named library. The SESAAS Batch standard parameters should be used for the compile.

After all objects are compiled, the AMS application will run under the SESAAS On-line standard parameter.

6.0 Post-Predict Data Conversion

Execute, in batch, the following adhoc in the order listed before performing any validation testing. See Appendix E for JCL examples.

CCR1248A
CCR1249A
CCR1249B
CCR1249C
CCR1249D
CCR1249E
CCR1249K Must be run before CCR1249F
CCR1249F
CCR1249G
CCR1249H
CCR1249I
CCR1249L
CCR1249M
CCR1249N
CCR1249O
CCR1249J Must be run after CCR1249O and all online manual conversions have been completed.

(Remember to change the DCB for the new FACS history dataset to be created.)

7.0 Release-Specific Procedures

There are no Release-Specific Procedures with this release.

8.0 Local JCL Mods

The addition of new fields to the purchase order and contract files will affect the record length of the FACS history dataset and the FACS transmission dataset, increasing it from 394 bytes to 397 bytes in any JCL referencing these datasets. See Appendix E for JCL examples.

9.0 Installation Checklist

- 1.0 Back Up Existing Data
- 2.1 Copy Source Code
- 4.0 Install Predict
- 5.0 Catalog Source Code
- 6.0 Post-Predict Data Conversion
- 8.0 Local JCL Mods

APPENDIX E
SAMPLE JOB CONTROL LANGUAGE FOR AMS
RELEASE 7.2.0

SAMPLE JOB CONTROL LANGUAGE FOR ADHOC PROGRAMS IN RELEASE 7.2.0

Sample JCL is listed for the adhoc in Release 7.2.0.

1. JCL1

For Programs CCR 1248A, CCR1249A, CCR1249C – CCR1249G, CCR1249I, and CCR1249L – CCR1249O. Modify JCL accordingly for each program to be run.

```
*****      ***** TOP OF DATA *****
000100 //CCR1248A   JOB (MSIRMAMS0004),AMS720,
000200 //                CLASS=D,MSGCLASS=A,
000300 //                NOTIFY=XXXXX
000400 //*****
000500 //*
000600 //STEP01     EXEC N01Z,PRM='IM=D,MT=99999'
000700 //CMPRINT   DD SYSOUT=(R),DEST=XXXXX
000800 //CMSYNIN    DD *
000900 AMDEVL,XXXXX,XXXXX
001000 CCR1248A
001100 FIN
001200 /*
001300 //
*****      ***** BOTTOM OF DATA *****
```

2. JCL2

For Program CCR1249J

```
*****      ***** TOP OF DATA *****
000100 //CCR1249J   JOB (MSIRMAMS0004),AMS720,
000200 //           CLASS=D,MSGCLASS=A,
000300 //           NOTIFY=XXXXX
000400 //*****
000500 //*
000600 //STEP01     EXEC N01Z,PRM='IM=D,MT=99999'
000700 //CMWKF01   DD DSN=MSIRM.AMS0DT.HIST507.FACS(0),DISP=SHR,
000800 //           DCB=(RECFM=FB,LRECL=394,BLKSIZE=3940),
000900 //           UNIT=SYSDA
001000 //CMWKF02   DD DSN=MSIRM.AMS0DT.HIST507.FACS(+1),
001100 //           DISP=(NEW,CATLG,DELETE),
001200 //           SPACE=(CYL,(13,9),RLSE),UNIT=SYSDA,
001300 //           DCB=(RECFM=FB,LRECL=397, BLKSIZE=3970)
001400 //CMPRINT   DD SYSOUT=(R),DEST=XXXXX
001500 //CMSYNIN   DD *
001600 AMDEVL,XXXXX,XXXXX
001700 CCR1249J
001800 FIN
001900 /*
002000 //
*****      ***** BOTTOM OF DATA *****
```

Remember to substitute the dataset names above with your site unique dataset names.

*****Be sure to change the DCB statement to reflect the increase in the record
***length of the FACS history file. This must also be changed on all other
*** FACS related JCL.*****

3. JCL3

For Programs CCR1249B, CCR1249H, and CCR1249K. Modify JCL accordingly for each program to be run.

```
***** ***** TOP OF DATA *****
000100 //CCR1249H JOB (MSIRMAMS0004),AMS720,
000200 //          CLASS=D,MSGCLASS=A,
000300 //          NOTIFY=XXXXX
000400 //*****
000500 //*
000600 //STEP01 EXEC N01Z,PRM='IM=D,MT=99999'
000700 //CMWKF01 DD DSN=xxMOV.AMS.PROD.R720.R0800.TBL050,
000800 //          DISP=SHR,DCB=(RECFM=VB,LRECL=256,BLKSIZE=6233),
000900 //          UNIT=SYSDA
001000 //CMPRINT DD SYSOUT=(R),DEST=XXXXX
001100 //CMSYNIN DD *
001200 AMDEVL,XXXXX,XXXXX
001300 CCR1249H
001400 FIN
001500 /*
001600 //
***** ***** BOTTOM OF DATA *****
```

For Adhoc CCR1249B, use dataset xxMOV.AMS.PROD.R720.R0800.TBL004.

For Adhoc CCR1249H, use dataset xxMOV.AMS.PROD.R720.R0800.TBL050.

For Adhoc CCR1249K, use dataset xxMOV.AMS.PROD.R720.R0800.TBL069.

JCL4

For FACS Contract Lead Time Report

```
***** ***** TOP OF DATA *****
000100 //FACSLDAD JOB (MSIRMAMS0004),AMS720,
000200 //          CLASS=D,MSGCLASS=A,
000300 //          NOTIFY=XXXXX
000400 //*****
000500 //*
000600 //STEP01      EXEC N01Z,PRM='IM=D,MT=99999'
000700 //CMWKF01    DD DSN=MSIRM.AMS0DT.HIST507.FACS(0),DISP=SHR,
000800 //          DCB=(RECFM=FB,LRECL=397,BLKSIZE=3970),
000900 //          UNIT=SYSDA
001000 //CMPRINT   DD SYSOUT=(A,P3103102)
001100 //CMSYNIN    DD *
001200 AMDEVL,XXXXX,XXXXX
001300 NAGR01PA
001400 20001001,20001001
001500 FIN
001600 /*
001700 //
***** ***** BOTTOM OF DATA *****
```

Remember to substitute the dataset names above with your site unique dataset names.

*****Be sure to change the DCB statement to reflect the increase in the record *****
*****length of the FACS history file. *****

4. JCL5

For FACS Trial Run Submission

```
***** ***** TOP OF DATA *****
000100 //FACSQGR7 JOB (MSIRMAMS0004),AMS720,
000200 //          CLASS=D,MSGCLASS=A,
000300 //          NOTIFY=XXXXX
000400 //*****
000500 //*
000600 //STEP01      EXEC N01Z,PRM='IM=D,MT=99999'
000700 //CMWKF01    DD DSN=MSIRM.AMS0DT.HIST507.FACS(0),DISP=SHR,
000800 //          DCB=(RECFM=FB,LRECL=397,BLKSIZE=3970),
000900 //          UNIT=SYSDA
001000 //CMPRINT   DD SYSOUT=(A,P3103102)
001100 //CMSYNIN    DD *
001200 AMDEVL,XXXXX,XXXXX
001300 QGR07
001400 20001001,20001001,10
001500 FIN
001600 /*
001700 //
***** ***** BOTTOM OF DATA *****
```

Remember to substitute the dataset names above with your site unique dataset names.

*****Be sure to change the DCB statement to reflect the increase in the record length of the FACS history file.*****

5. JCL6

For FACS Monthly Submission

```
***** ***** TOP OF DATA *****
000100 //FACQGR14 JOB (MSIRMAMS0004),AMS720,
000200 //          CLASS=D,MSGCLASS=A,
000300 //          NOTIFY=XXXXX
000400 //*****
000500 //*
000600 //STEP01      EXEC N01Z,PRM='IM=D,MT=99999'
000700 //CMWKF01     DD DSN=MSIRM.AMS0DT.HIST507.FACS(0),DISP=SHR,
000800 //             DCB=(RECFM=FB,LRECL=397,BLKSIZE=3970),
000900 //             UNIT=SYSDA
000905 //CMWKF02   DD DSN=MSIRM.AMS0DT.HIST507.FACS(+1),
000910 //             DISP=(NEW,CATLG,DELETE),
000915 //             SPACE=(CYL,(13,9),RLSE),UNIT=SYSDA,
000920 //             DCB=(RECFM=FB,LRECL=397,BLKSIZE=3970)
000925 //CMWKF03   DD DSN=MSIRM.AMS0DT.FACS507.FACS(+1),
000930 //             DISP=(NEW,CATLG,DELETE),
000935 //             SPACE=(CYL,(13,9),RLSE),UNIT=SYSDA,
000940 //             DCB=(RECFM=FB,LRECL=397,BLKSIZE=3970)
001000 //CMPRINT    DD SYSOUT=(A,P3103102)
001100 //CMSYNIN     DD *
001200 AMDEVL,XXXXX,XXXXX
001300 QGR14
001400 20001001,20001001,10
001500 FIN
001600 /*
001700 //
***** ***** BOTTOM OF DATA *****
```

Remember to substitute the dataset names above with your site unique dataset names.

*****Be sure to change the DCB statement to reflect the increase in the record
length of the FACS history file and FACS transmission file.**

APPENDIX F
SIC TO NAICS ONLINE CONVERSION **USER'S**
GUIDE

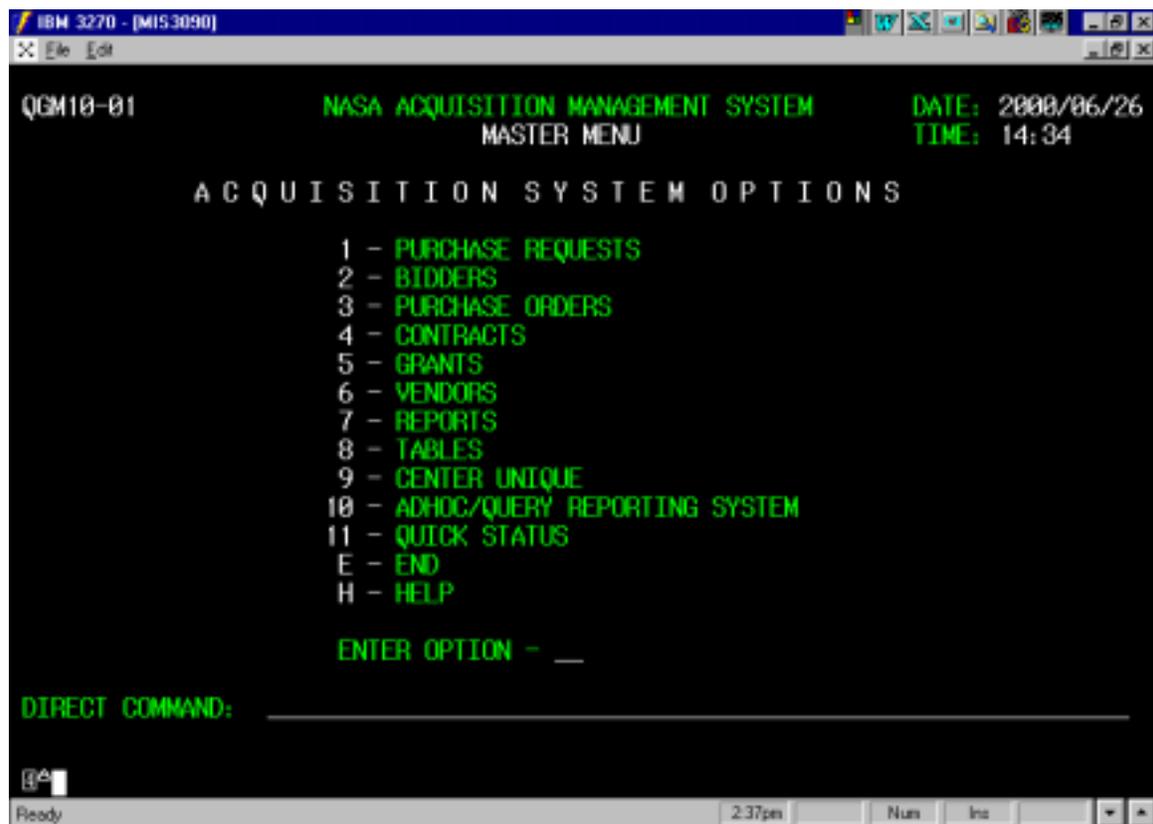
SIC TO NAICS ONLINE CONVERSION USER'S GUIDE RELEASE 7.2.0

The following is a detailed description for the use of the SIC to NAICS Online Conversion Process in Release 7.2.0. This process will be used to convert the SIC codes that were not converted by the SIC to NAICS batch conversion programs. It will convert SIC codes on the Bid List, Commodity, Contract, and Purchase Order files.

This screen should be used in conjunction with the matching batch NAICS Conversion Error Reports. If the error was 'SIC Code has multiple selections', the online system should be used to choose the most likely NAICS Code from a list of valid NAICS Codes. If the error was 'SIC Code not found', the online system should be used to manually enter a valid NAICS Code from an external list.

1. System Navigation.

The Conversion Screen can be accessed starting from the AMS Master Menu.



Select Option 8 (TABLES) on the Master Menu. This will progress to the Tables System Menu shown below.

```
IBM 3270 - [MIS3090]
QTM00-01          NASA ACQUISITION MANAGEMENT SYSTEM          DATE: 2000/06/26
                   TABLES SYSTEM MENU                        TIME: 14:35

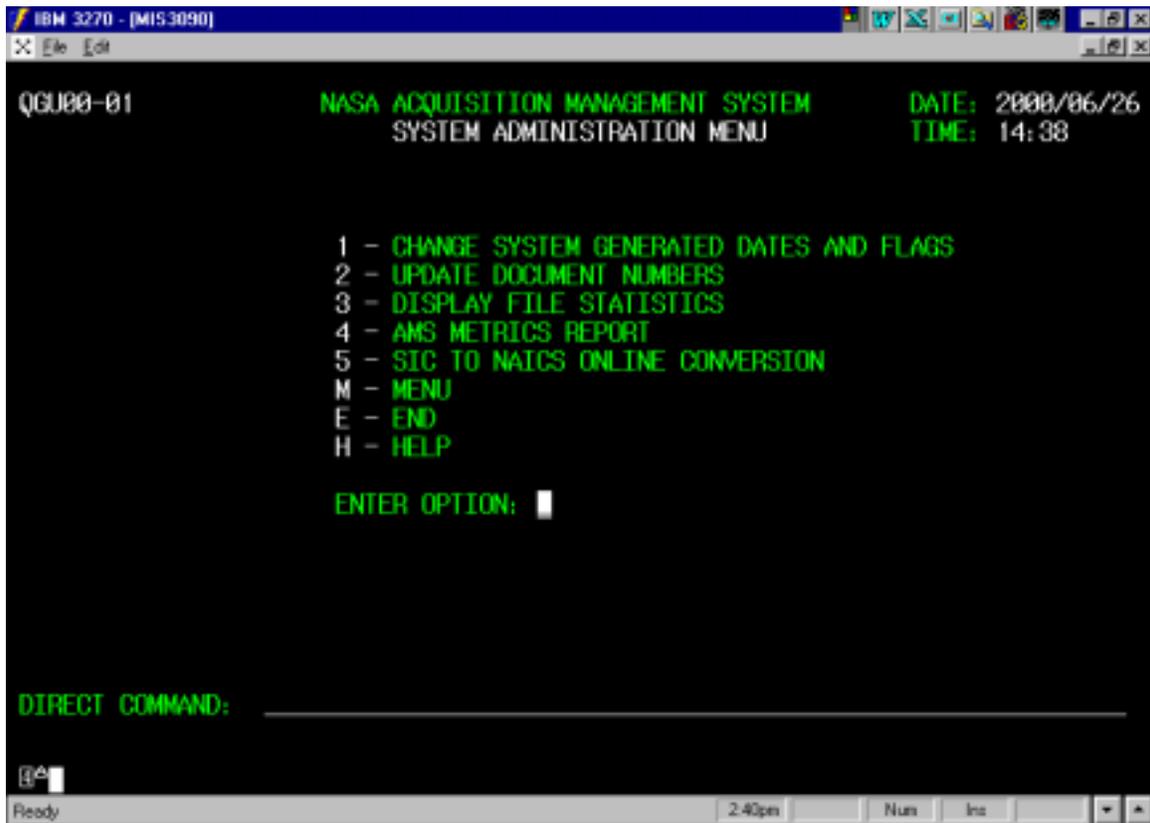
1 - SELECT A TABLE FROM A LIST
2 - QUERY/UPDATE TABLE
3 - PR MILESTONE TABLE MENU
4 - FACS EDIT TABLES MENU
5 - BATCH - PRINT A TABLE
6 - BATCH - PRINT ALL TABLES
7 - BATCH - PRINT NAICS CODE TABLE IN ALPHA SEQUENCE
8 - SYSTEM ADMINISTRATION
M - MENU
E - END
H - HELP

ENTER OPTION: █
TABLE NUMBER:  _

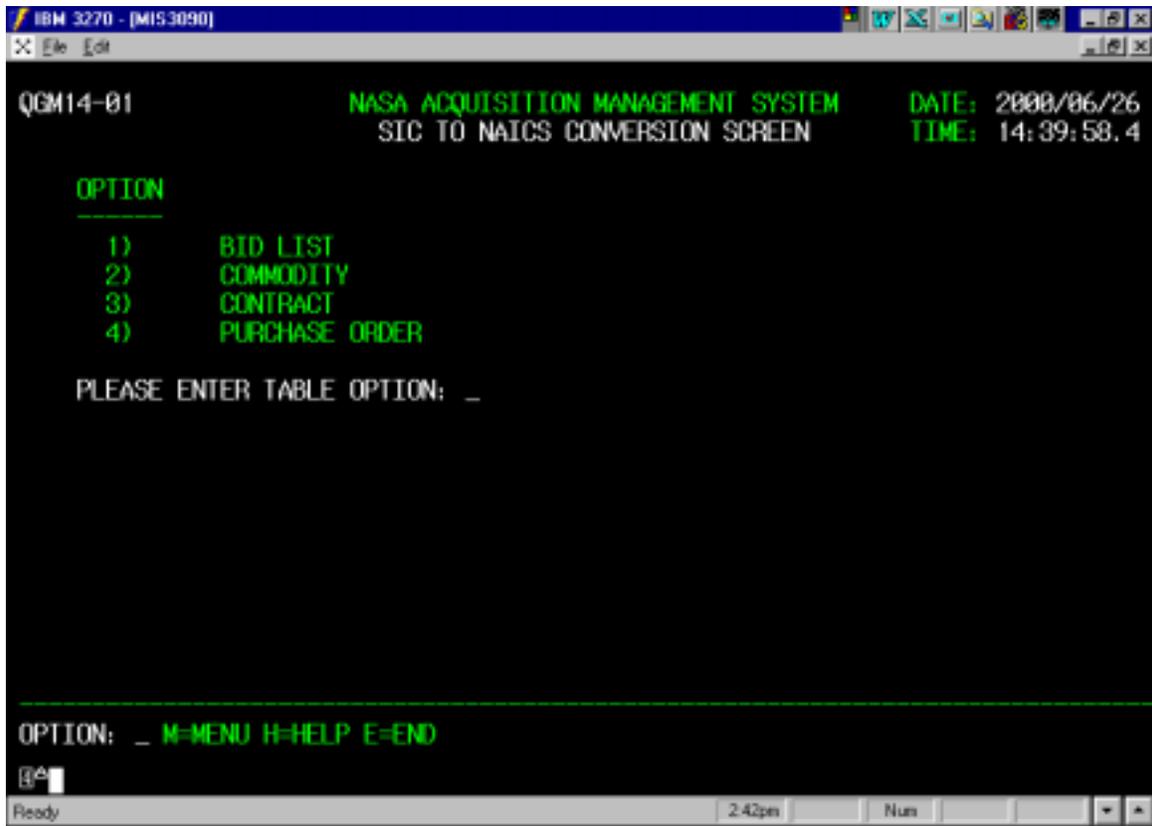
DIRECT COMMAND: _____

Ready 2.33pm Num
```

Select Option 8 (SYSTEM ADMINISTRATION) on the Tables System Menu.
This will progress to System Administration Menu shown below.

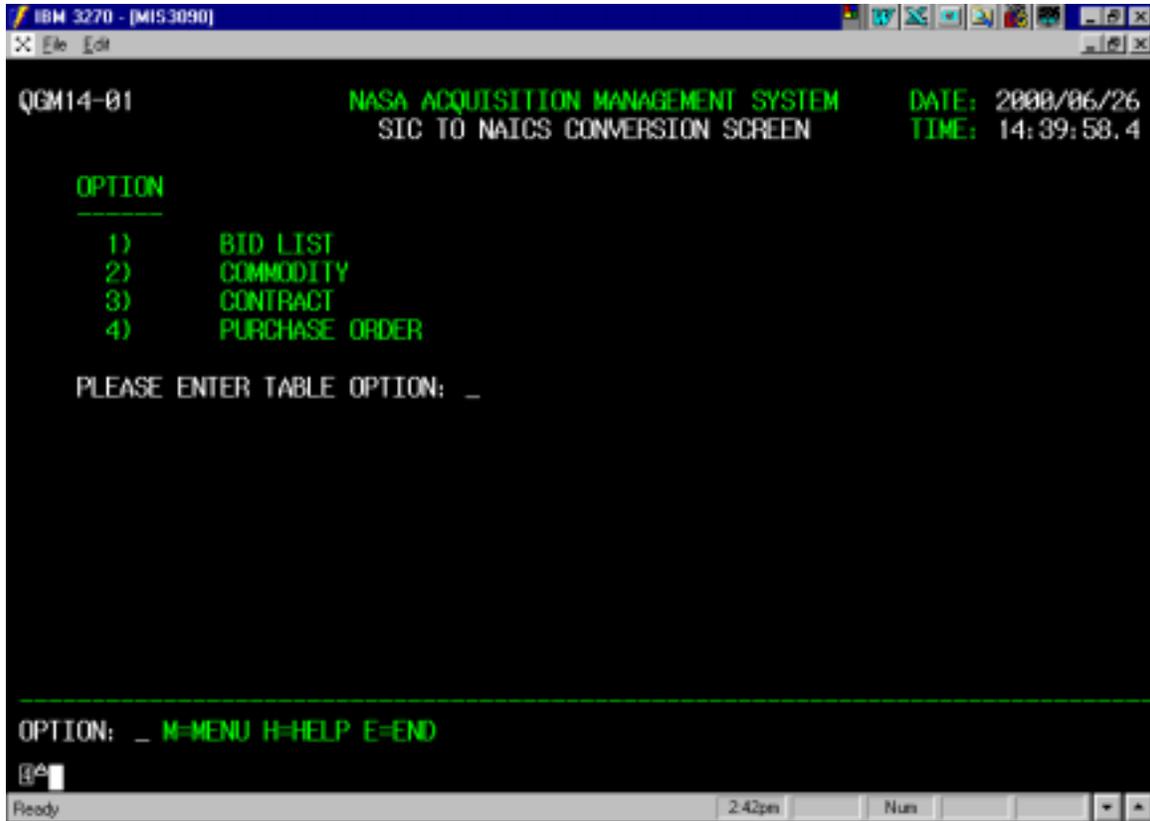


Select Option 5 (SIC TO NAICS ONLINE CONVERSION) on the System Administration Menu. This will activate the first menu of the conversion process shown below.



2. Use.

The first screen allows the user to select the conversion category. Enter the number that corresponds to the desired option and press 'ENTER'.



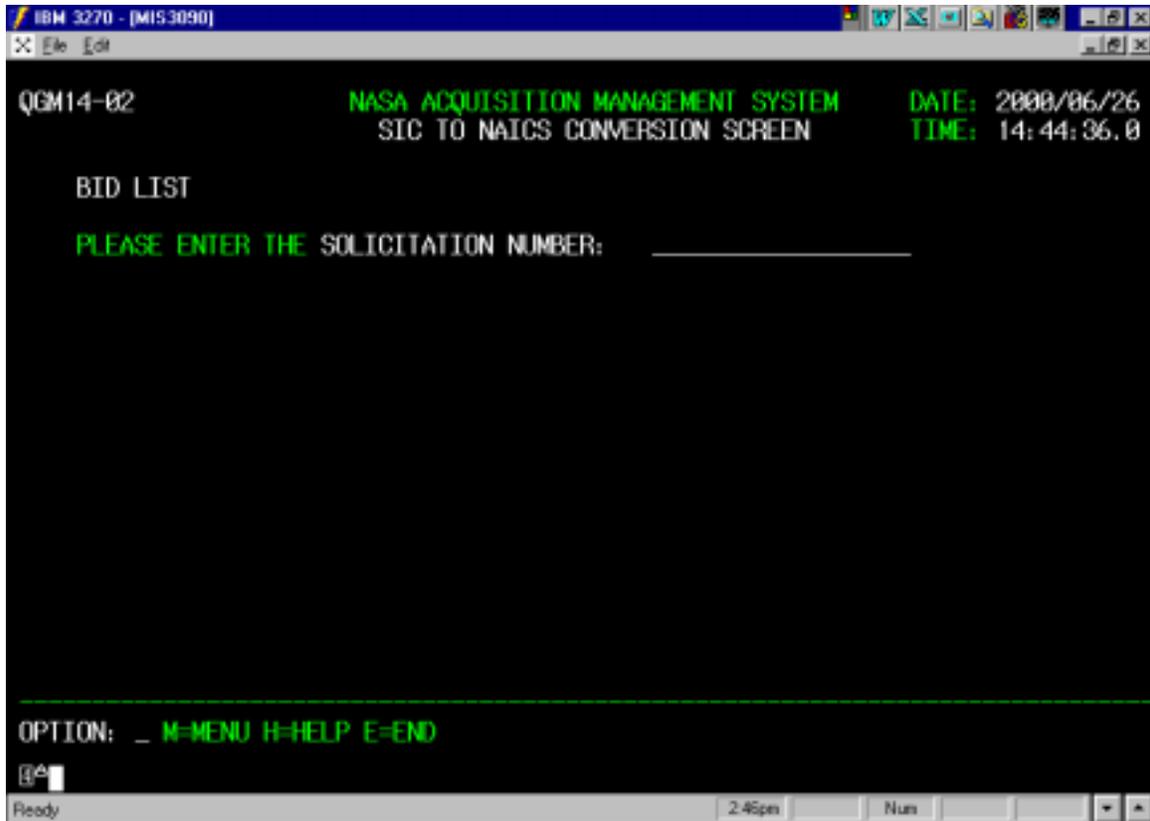
The following options are available on all screens:

- 1) 'M' will return to the previous screen without updating.
- 2) 'H' will activate the Help Menu.
- 3) 'E' will exit AMS.

After selecting the desired option, the second screen will be displayed and prompt the user for the search key.

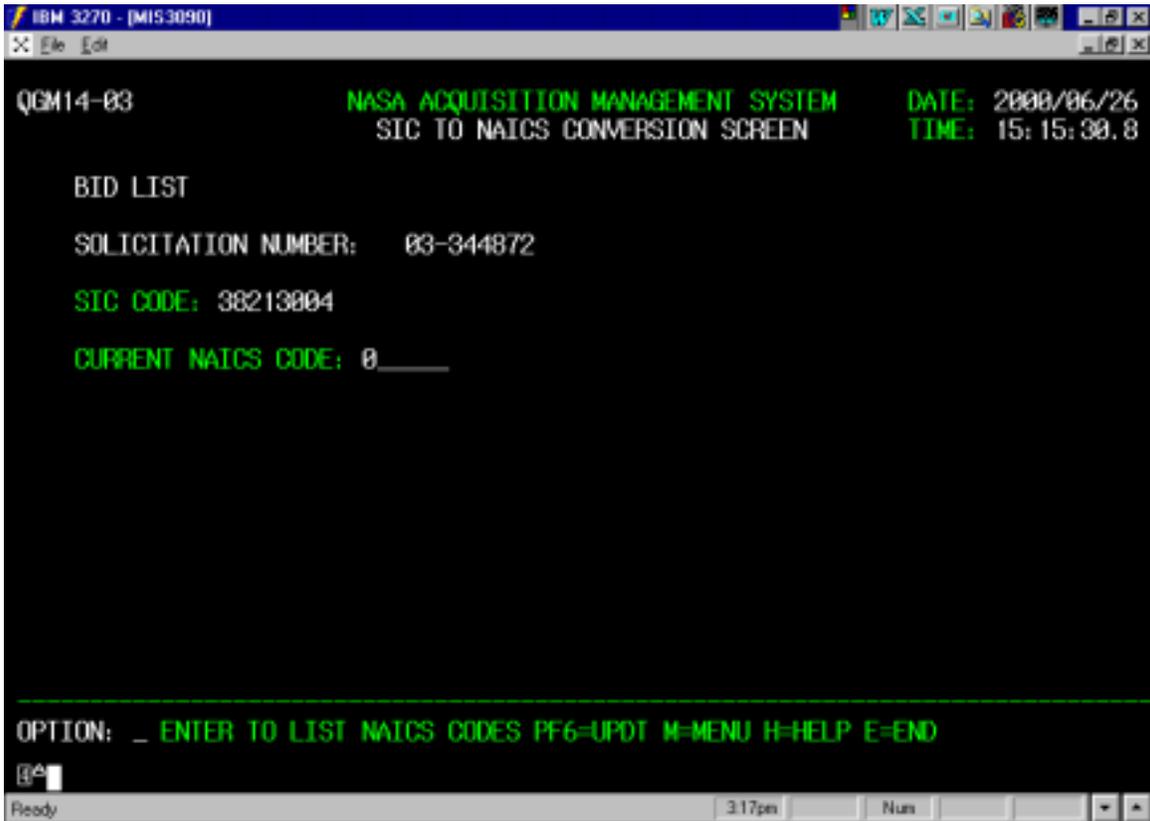
The search keys are as follows:

- 1) Solicitation Number is for Bid List.
- 2) Vid Number is for Commodity.
- 3) Contract Number is for Contract.
- 4) Purchase Order Number is for Purchase Order.



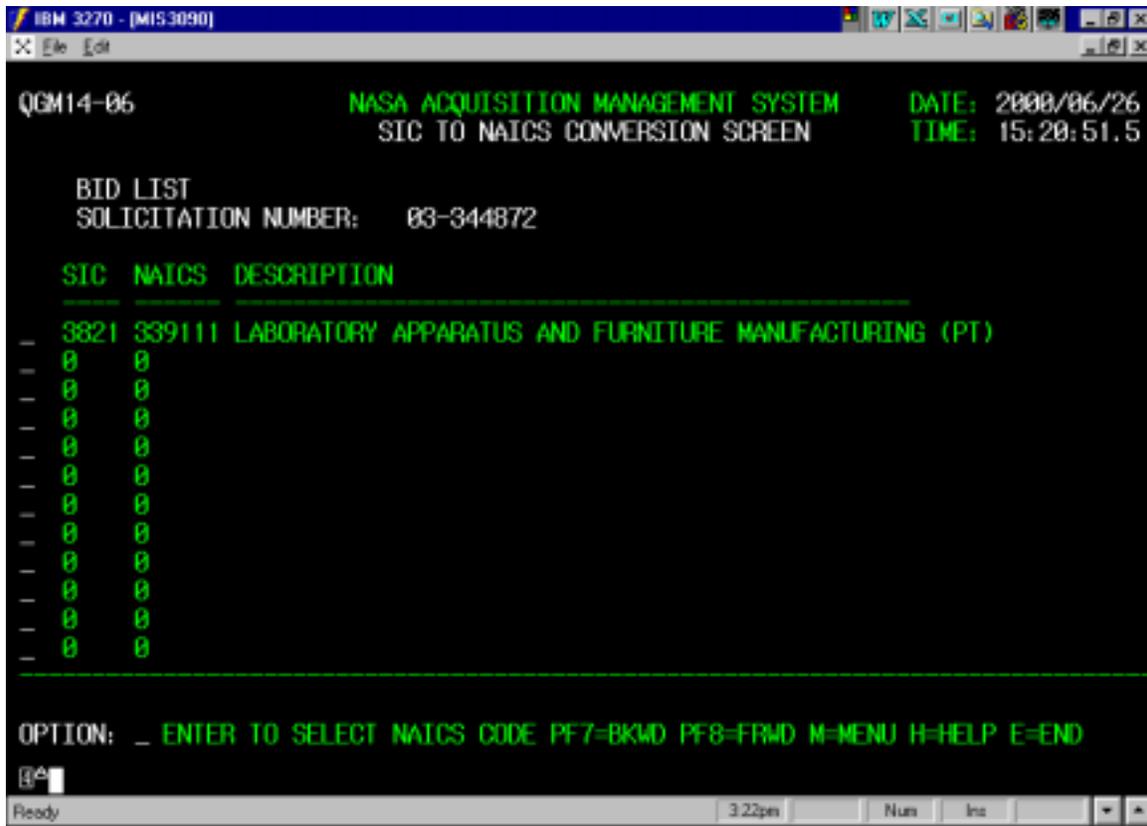
Enter the desired search key and press 'ENTER'.

If the search key entered is not found, an error message will be displayed. If the search key entered is valid, the third screen will be displayed.



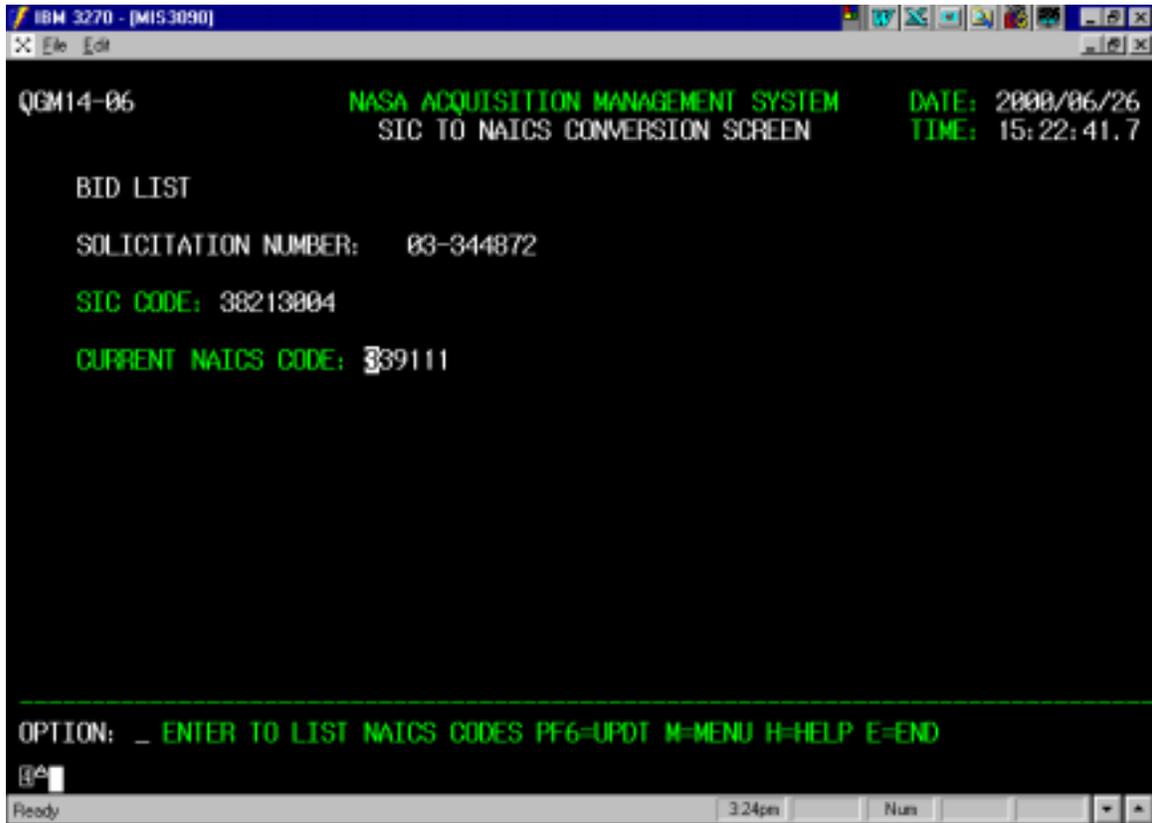
For all four options, the top of the third screen will display the conversion category and search key. The bottom of the third screen is category specific. If the conversion category is Bid List, the SIC Code and current NAICS Code will be displayed. If the SIC Code is 0 and the NAICS Code has a value in it, this indicates the record was added after the conversion and needs no further modification. If the SIC Code and NAICS Code both have values in them, this indicates the record has already been converted.

There are two ways to enter the NAICS Code. (1) It can be entered manually from an external list. (2) When the cursor on the NAICS Code field, the user can press 'ENTER' and activate the NAICS Code list.



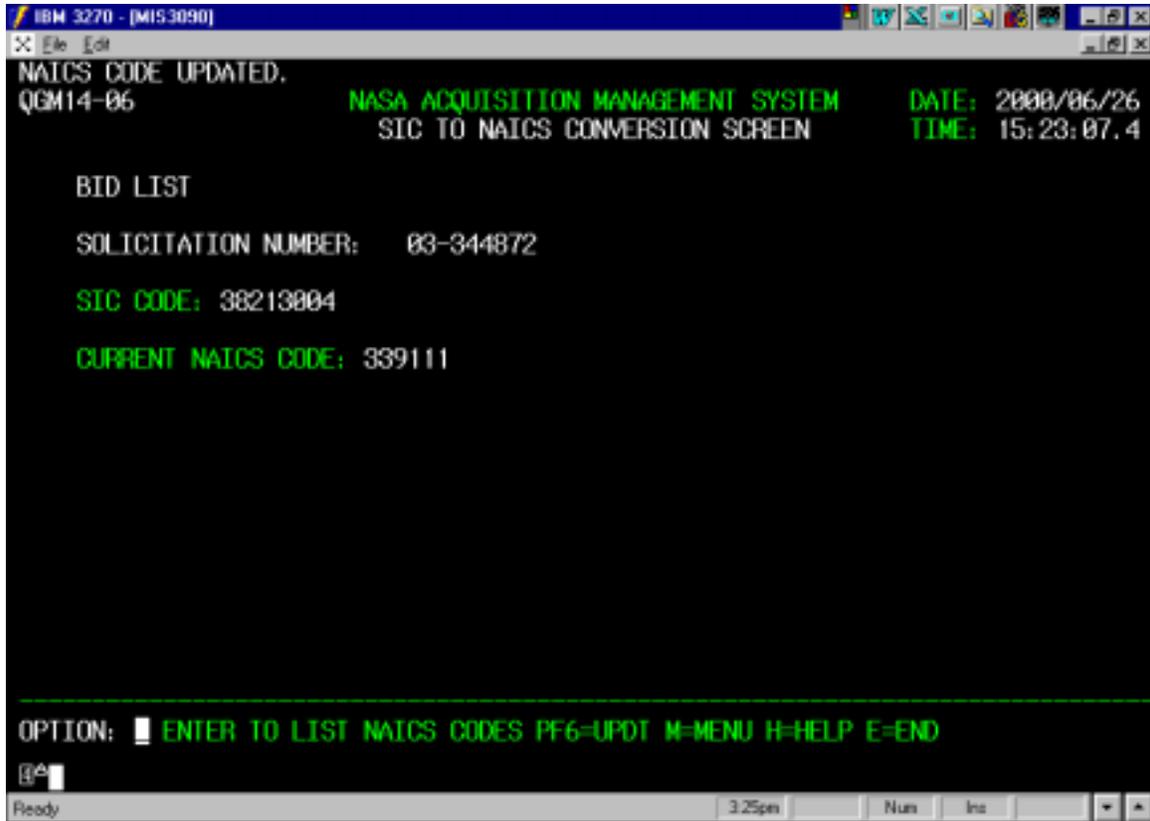
This is a list of NAICS Codes valid for the given SIC Code based on the official conversion list. If the list of NAICS Codes is more than one page long, the user can advance one page forward by pressing 'PF8' and back up one page by pressing 'PF7'. The user must press the TAB key until the cursor is on the line containing the desired NAICS Code and then press 'ENTER'.

This will return the user to the third screen and display the selected NAICS Code in the Current NAICS Code position. If the SIC Code is not found on the conversion table, a message with the text 'NO CONVERSION ENTRY FOUND, MANUALLY ENTER NAICS CODE' will be displayed. In this event, the user must enter a valid NAICS Code from an external list.



The user updates the record by pressing 'PF6'.

If the user has manually entered an invalid NAICS Code, an error message will be displayed. If the NAICS Code is valid, the record will be updated and a message will be displayed. The user can change the NAICS Code for each record multiple times if necessary.



The user then enters option 'M' and returns to the second screen and enters the next search key or enters 'M' again to select another option.

The Contract conversion works in much the same way as the Bid List conversion. The first and second screens are the same with the exception of a conversion category of Contract and a search key of Contract Number. The third screen works differently than Bid List in that it allows the user to update the base and composite record NAICS Codes at the same time.



The Purchase Order conversion works exactly like the Contract conversion. The first and second screens are the same with the exception of a conversion category of Purchase Order and a search key of PO Number.

