

Acquisition Policy DOT DASH 2011-03

Date: February 1, 2011

To: Chief of the Contracting Office (COCO)
Acquisition Personnel

From: Office of the Senior Procurement Executive

Subject: Product Service Code (PSC) Manual Update – Operating Administrations
Input Sought

Summary: During FY 2010 the Integrated Acquisition Environment Program Management Office initiated an update to the Product Service Code (PSC) Manual. This manual is used to identify the pre-dominate product or service for contract awards in the Federal Procurement Data System (FPDS).

The PSC Manual is outdated from a number of perspectives:

1. The government currently award contracts for products and services that are not currently described in the manual.
2. The manual also contains outdated terminology such as automatic data processing equipment and services. Information technology has been the acceptable term for a number of years.
3. The manual contains very few, if any, descriptions that include environmental and sustainable attributes that are required for OMB reporting requirements.

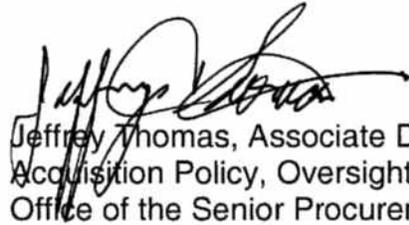
A draft PSC manual will be posted on a GSA blog application, http://blog.citizen.apps.gov/GSA_PSC_Manual/, on **February 8, 2011**. A thirty (30) day comment period will be available, during which Agencies are invited to provide comments.

Operating Administrations are strongly encouraged to review the draft PSC manual to ensure that it accurately reflects the products and services most often purchased by your organizations. Any comments or recommendations should be reported directly through the GSA blog application. FPDS will begin the updated PSC codes and descriptions on October 1, 2011.

For further information on the initiative please contact Pat Brooks at Pat.Brooks@gsa.gov or (703) 605-3406.

This DASH and its attachment will be available online at the following website: <http://www.dot.gov/ost/m60>, under Breaking News or Quick Picks, Policy DASHES.

Questions concerning this policy DASH should be directed to Tanya Newland at (202) 493-6089 or Tanya.Newland@dot.gov .

A handwritten signature in black ink, appearing to read "Jeffrey Thomas", is written over the printed name and title.

Jeffrey Thomas, Associate Director,
Acquisition Policy, Oversight and Business Strategies Division
Office of the Senior Procurement Executive

Attachment



www.acquisition.gov

MEMORANDUM FOR SENIOR PROCUREMENT EXECUTIVES

FROM: Christopher Fornecker, Director
Acquisition Systems Division
Integrated Acquisition Environment
U.S. General Services Administration

A handwritten signature in black ink that reads "Christopher Fornecker".

Date: January 6, 2011

Subject: Product Service Code (PSC) Manual Update Status

If you recall, during FY2010 the Integrated Acquisition Environment Program Management Office initiated an update to the Product Service Code (PSC) Manual. The PSC Manual is used by the Contracting Officer to identify in the Federal Procurement Data System (FPDS) the pre-dominate product or service for each contract award.

The PSC Manual was last updated in 1998. The PSC manual is outdated from a number of perspectives. First, the government currently award contracts for products and services that are not currently described in the manual. An example is integrated services. Second, the manual also contains outdated terminology such as automatic data processing equipment and services. Information technology has been the acceptable term for a number of years. Third, the manual contains very few, if any, descriptions that include environmental and sustainable attributes that are required for OMB reporting requirements.

A draft PSC Manual update will be posted in a GSA blog application, http://blog.citizen.apps.gov/GSA_PSC_Manual/, on **February 8, 2011**. There will be a "Comment" section in the blog. A thirty (30) day comment period will be available. You and your staff's participation in the review and comment period is critical to assure that the PSC Manual accurately reflect the products and services being bought. FPDS will begin using the new codes and descriptions on October 1, 2011, fiscal year 2012.

Should you have questions on the initiative, please contact Pat Brooks at pat.brooks@gsa.gov or 703 605-3406.

Integrated Acquisition Environment