

# Chapter 5

## INTEGRITY TOOL FOR SPS

### Table of Contents

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Chapter 5.....	1
INTEGRITY TOOL FOR SPS .....	1
<b>Table of Contents</b> .....	1
5-1 INTRODUCTION.....	1
5-2 CURRENT RELEASES .....	1
5-3 PROCEDURES FOR OBTAINING PRODUCT SUPPORT.....	1

### 5-1 INTRODUCTION

The Integrity Tool for SPS utility provides the contracting professional with a means to validate the information contained on a particular award, created using Standard Procurement System (SPS), prior to the Contracting Officer releasing the award. While its primary purpose is to insure that the data contained within a SPS-created contract is of sufficient accuracy to insure the future success of the contract payment process, the Air Force Contracting Functional Requirements Board (FRB) also uses the Integrity Tool to enforce its standard business rules through the use of Zero Defects edit validations.

During the period of FY04-06 only, the Integrity Tool also provided the means for the contracting professional to create, edit, validate, sign, and transmit to the Air Force's J001 system DD350 contract action reports for those awards created at his/her site using SPS. Those historical reports are still available for review while using the Integrity Tool.

**It is mandatory that Air Force contracting personnel use the Integrity Tool to validate every award that they develop using SPS and then resolve every error and warning found prior to releasing that award.**

### 5-2 CURRENT RELEASES

The current release can be obtained from the Integrity Tool page of the [Contracting Systems Helpdesk](#) Section of the [Contracting Systems web site](#).

### 5-3 PROCEDURES FOR OBTAINING PRODUCT SUPPORT

The Integrity Tool product team offers product support to its customers through the use of the Contracting Systems web site and e-mail.

General questions whose answers might be of interest to the larger community of Integrity users may be posted on the [Contracting Systems web site](#) in its [Q&A section](#) under the Integrity Tool category.

Questions pertaining to a specific situation at your work location or with specific contracting actions should be submitted through e-mail to the Air Force Integrity Support Desk at [afciswp@wpafb.af.mil](mailto:afciswp@wpafb.af.mil) or 554 ELSG/KSM AFCISWP in the Air Force global directory. Product bug reports should also be submitted in this manner. It would be **extremely** helpful to the analyst who will work your issue if you provide to him the following information as attachments to your e-mail message:

A screen shot of the Integrity validation report,  
A (PD<sup>2</sup>) File\Print Preview copy (as a Microsoft Word document) of any contract action document that is related to the Integrity problem that you are having, and/or  
Any additional screen shots that illustrate your problem.

The analyst who is assigned to work your support ticket will contact you promptly.

Any product enhancement requests/suggestions should be submitted to your MAJCOM's FRB focal point who, in turn, may elect to recommend their adoption to the FRB, its Data Management Integrated Product Team (DMIPT), and SAF/AQCI who is responsible for the authorization of new Integrity requirements. The Integrity Configuration Control Board (CCB), whose membership consists of SAF/ACQI, AFMC/PKXT and ESC/HIBB in consultation with the FRB, will direct the Integrity Project team to incorporate those product enhancement requests/suggestions that they have authorized.

#### ADDITIONAL REFERENCE MATERIAL

Additional Integrity Tool for SPS reference information can be found on the Integrity Tool Page of the [Library](#) Section of the [Contracting Systems web site](#). This includes a regularly updated listing of any known issues with the Integrity Tool product including the projected release version when the issue will be remedied.