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SPRS Document Acceptance

The undersigned agree this Supplier Performance Risk System (SPRS) Software User’s Guide accurately describes the SPRS and the activities surrounding its development.

______________________________
Project Manager
## Record of Versions and Changes

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1. WHAT IS SPRS?

The Supplier Performance Risk System (SPRS) is a web-enabled enterprise application accessed through the Procurement Integrated Enterprise Environment (PIEE), https://piee.eb.mil/. SPRS (pronounced spurz) gathers, processes, and displays data about the performance of suppliers. SPRS is the Department of Defense’s (DoD) single, authorized application to retrieve suppliers’ performance information. (DoDI 5000.79)

SPRS alerts procurement specialists to Federal Supply Classification/Product Service Code (FSC/PSC) specific risks and risk mitigations. SPRS’s Supplier Risk Score provides procurement specialists with a composite score that considers each supplier’s performance in the areas of product delivery and quality. The quality and delivery classifications identified for a supplier in SPRS may be used by the contracting officer to evaluate a supplier’s performance.

SPRS provides storage and retrieval for the National Institute of Standards and Technology (NIST) Special Publication (SP) 800-171 assessment results and maintains the National Security Systems (NSS) Restricted List.

Suppliers/Vendors may view their own company information in SPRS.

1.1 DOCUMENT OVERVIEW

This software user’s guide provides instructions and step-by-step procedures for SPRS functionality. It describes procedures for gaining access to SPRS, obtaining reports, providing feedback, and getting help. A list of referenced links, glossary of acronyms, troubleshooting guide and other helpful appendices are available at the end of the document. Dissemination of this document is approved for public release with unlimited distribution. The content of all data files referenced within this are sensitive but unclassified; many are controlled by the Privacy Act of 1974.

1.2 SPRS CENTRAL DESIGN ACTIVITY (CDA)

Naval Sea Logistics Center (NSLC) Portsmouth is the SPRS Central Design Activity that develops, designs, and maintains the SPRS application. The CDA will:

- Maintain SPRS software
- Maintain SPRS documentation
- Provide training and documentation to activity personnel
- Provide Customer Support Center to answer customer questions
- Respond to reported questions and/or problems in SPRS
- Provide technical expertise in SPRS application administration and processing
- Ensure SPRS databases contain up-to-date and accurate information
2. **ACCESSING SPRS**

   This section discusses how to obtain access to the SPRS application and how to work within SPRS.

2.1 **MINIMUM SOFTWARE REQUIREMENTS**

   SPRS is fully supported by the latest major desktop version of Chrome, Firefox, and Edge. Older browsers may still view SPRS, however users should expect mixed results. A "major version" refers to a full numeric release, like 9.0 and 10.0 (not minor releases like 9.2.x and 10.2.x).

   Adobe Acrobat Reader should be installed to view and print the PDF attachments in SPRS. The reader can be downloaded and installed from Adobe Acrobat. Microsoft Excel is also recommended to view any data extracted from the SPRS application. For support with downloading, or installing the reader please contact your local IT support. For additional requirements for ease of access, please contact our Technical Support (207) 438-1690, DSN 684-1690, or email usn.pnsy.navsealogcen.mbx.ptsmh@us.navy.mil.

2.2 **GOVERNMENT ACCESS TO SPRS**

   SPRS access is granted through a single sign-on capability in the Procurement Integrated Enterprise Environment (PIEE), [https://piee.eb.mil/](https://piee.eb.mil/). Acquisition professionals identified as 1102 are granted SPRS access automatically. Other government users will need to register in PIEE, [https://cac.piee.eb.mil/](https://cac.piee.eb.mil/) and request SPRS access.

   Limited access to the NSS Restricted List, NIST SP 800-171 Assessments, and Enhanced Vendor Profile is also available with Public Key Infrastructure (PKI) from the menu on the SPRS public page [https://www.sprs.csd.disa.mil/](https://www.sprs.csd.disa.mil/).

   Detailed instructions are available at the Government Access Instructions link on the SPRS website Menu, [https://www.sprs.csd.disa.mil/access.htm](https://www.sprs.csd.disa.mil/access.htm).

2.3 **ACCESSING SPRS**

   Once the requested SPRS access role has been activated, the user is ready to log into SPRS.

   **To Access SPRS:**

   - Open a browser session (**NOTE**: IE is not supported)
   - PIEE landing page: [https://piee.eb.mil/piee-landing/](https://piee.eb.mil/piee-landing/)
   - Click “log-in” and follow prompted log-in steps
Figure 1: PIEE LOG IN Header

- Select the SPRS Tile:

Figure 2: SPRS Tile
3. SPRS USER ROLES

Two (2) basic user types may access SPRS, Vendor and Government. This section describes the Department of Defense (DoD) roles, also available in Appendix A: SPRS USER ROLES.

3.1 SPRS ACQUISITION PROFESSIONAL

- View Compliance Reports
- View/Execute Risk Analysis Reports
- View Performance Reports
- View Admin Report

3.2 SPRS CYBER GOVERNMENT USER

Privileged Government Access to NIST

- Add/Edit/View NIST SP 800-171 Assessment results

3.3 VENDOR THREAT MITIGATION (VTM) USER ROLES

There are two different VTM specific user roles:

**VTM Acquisition Professional**

The only access available for government support contractors

- View only access to the Section 841 Identifications List and VTM Reports ONLY, no access to other SPRS modules

**VTM Program Officer**

User must complete VTM user profile prior to entering a new risk rating

- Add/Edit Risk Assessment Records and view all VTM Reports, including Section 841 Identifications List
4. WORKING IN SPRS

4.1 SPRS APPLICATION LANDING PAGE:

- Click the X at the top of the Menu to close the menu. This is helpful for viewing larger reports.

![SPRS Application Landing Page with Menu](image)

- Click the Menu Icon to display the SPRS Menu.
SPRS uses two work areas: the menu, and the working window. Selecting a menu item will populate the working window. A third area, user news, is available only on the home landing page and can be found by selecting the Govt Home option on the left hand menu - this area is updated with each publish.

Users will receive a 3-minute warning message if inactive or working in the same module for 12 minutes.
NOTE: SPRS menu items, buttons, and controls within SPRS work areas should be used to navigate the application. Browser Back or Forward buttons may not be compatible with the functionalities of the SPRS application.

4.2 NAVIGATING IN SPRS
The Menu is grouped in sections and allows the following actions:

*(see Figure 5: Working Order in SPRS (SPRS Application Landing Page) with Menu)*

- **SPRS Icon** – Click to open the SPRS web page for general information including training and reference materials
- **Govt Home** – Click to return to the SPRS application landing page and User News.
- **Logout** – Click to log out of the SPRS application (not PIEE)
- **Compliance Reports** – Click any link to review SPRS reports
- **Risk Analysis Reports** – Click any link to review SPRS reports
- **Performance Reports** – Click any link to review SPRS reports
- **Admin Reports** – Click Data Report Search to review the records that are used to find a vendors Risk Score
- **Service** – Click Feedback/Customer Support to submit feedback or suggestions about the application to the SPRS Program Management Office (PMO)

NOTE: Help Desk email and phone number are at the bottom of every page.
5. COMPLIANCE REPORTS

SPRS provides storage and central access for a number of reports that the DoD acquisition community consult before an award.

5.1 NIST SP 800-171 ASSESSMENTS

The NIST SP 800-171 Assessment report enables the DoD to view implementation of NIST SP 800-171. Summary assessment results fall into four (4) confidence level categories: High On-site and High Virtual (conducted by DoD), Medium (reviewed by DoD), and Basic (Contractor self-assessments).

To Access NIST SP 800-171 Assessments:
Select the NIST SP 800-171 Assessment link from the menu to access assessments. Options on the landing page include:

- Click the Show All button to display all assessment details
- Click the Export to Excel button to export all assessment details
- Use the Criteria Search to enter choice of criteria and select search. This option will return results specific to the criteria entered
Figure 6: NIST SP 800-171 Assessment Landing Page

NIST Assessments are organized by Corporate CAGE Hierarchy Highest Level Owner (HLO)s. The module is laid out with two parts, the Header view and the Detail View. Sorting options in both views are available for any column by clicking the three vertical dots in the column title:

- **Header View:** The Header View table displays assessment details by HLO CAGE, company name, number of assessments and confidence level. Header creation is the first step to entering an assessment. Creating the header establishes the company hierarchy for a confidence level. If there is no header or the Total Assessments column shows 0, no assessment has been entered. Select the “View Details” button within the Header View to view assessment details associated with that confidence level.
**NOTE:** Export HLO CAGE(s) to Excel button does not export assessment summary results.

- **Detail View:** Assessment details populate in a table below the Header View. Only CAGE Codes listed in the Included CAGE(s) column are considered assessed. If the HLO CAGE is not in the Included CAGE(s) column, it is not considered assessed. The Detail View has two layouts. The Assessment Date View and the All CAGE(s) view.
  
  o The **Assessment Date View** is a limited view of the assessment with the option to see the full details of each assessment.
  o Assessment results turn red when the assessment date expands beyond three years.
Figure 8: NIST SP 800-171 Assessment Details

**NOTE:** Table Column headings may require the Left Menu to be closed to fully view.

- The **Full Details** button within the Details View opens a pop-up that contains a print friendly display of all information associated with that Unique Identifier (UID).
- A **DoD Unique Identifier (UID)** is assigned to each assessment. It is an alpha numeric string of ten digits. The first two letters delineate the confidence level of the assessment. Basic, Medium, and High confidence levels start with SB, SM, SH respectively.
The All CAGE(s) selection located within the Details View section displays each assessed CAGE individually with all associated assessment details.

Export Detail View: Found within the All CAGE(s) area of the Detail View section, this button exports all assessment details associated with the selected header or searched criteria.
• **Searched Criteria:** If the criteria search option is used, the criteria that was searched is available by expanding the Searched Criteria link within the Detail View section.

- “No records found” will be returned if no records match the criteria searched or a NIST assessment has yet to be entered for that CAGE.
Quick Access: Anyone with a government PKI certificate may click the NIST SP 800-171 Assessments link in the Menu on the SPRS web page to view the list of assessment records. This access provides fewer search and export options. Additional resources can be found by clicking the NIST SP 800-171 buttons and the FAQ’s link/button. Email the Help Desk for assistance, usn.pnsy.navsealogcen.mbx.ptsmh@us.navy.mil.

5.2 NATIONAL SECURITY SYSTEMS (NSS) RESTRICTED LIST

To Access NSS Restricted List:
Select the **NSS Restricted List** link from the Menu.

- Click the Print Button to print a copy of this report

Figure 14: NSS Restricted List -- Landing Page

**Quick Access:** Anyone with a government PKI certificate may click the NSS Restricted link in the Menu on the SPRS web page to view.
5.3 SECTION 841 IDENTIFICATIONS LIST

The Section 841 Identifications List provides SPRS users an up-to-date list of vendors that have active identifications under FY15 NDAA Sec 841, “Never Contract with the Enemy Act”.

To access the Section 841 Identifications List:
Select **Section 841 Identifications List** link from the Menu.

- To see Vendor Risk Assessments, click the View Profile link in the far right column of the table. Risk Assessment Timelines are discussed in the next section **5.4 Vendor Threat Mitigation**.
5.4 VENDOR THREAT MITIGATION (VTM)

The VTM module consists of two parts within the SPRS Application: VTM Reports and the Section 841 Identifications List.

VTM is the process to assess and mitigate risks posed by vendors supporting DoD operations outside the United States. Previously referred to as “Vendor Vetting,” VTM leverages all-source information and combatant commander guidance to identify vendors supporting the adversary and authorizes heads of contracting activity to restrict, terminate, or void award to them.

- The VTM Report module provides acquisition professionals with visibility of vendor threat vetting outcomes under AFRICOM and CENTCOM VTM programs. Acquisition professionals awarding contracts with performance in the AFRICOM or CENTCOM area of responsibility should have familiarity with those VTM processes and must work with their head of contracting activity for guidance on use of this information.

**NOTE:** For information on adding/editing VTM report information, see the SPRS VTM Quick Entry Guide available on the SPRS web page click Reference in the Menu.

To access Vendor Threat Mitigation (VTM):

Select **Vendor Threat Mitigation** link from the Menu.
• **Vendor Search:** The landing page contains a Vendor Search option. The search option accommodates single or multiple CAGE code searches. Multiple CAGE codes must be semicolon delimited.
  
  o Enter a CAGE Code OR Multiple CAGE codes, semicolon delimited
  OR
  o Enter an entire or a partial company name into the search box and choose one of the radio buttons “exact”, “starts with” or “contains” to narrow down search results. Be precise with company name searches so not to overload the application with too many results.
  o Click Search, results are displayed
  o Search results table contains, 841 identifications, SAM exclusions, vendor CAGE/NCAGE, country and vendor risk assessment summary info all in one place.
  o If no VTM records have been performed on your vendor, “No rating” or “No assessment” will be present in the search results table.
Click the View Profile link in the far right column to view the VTM Risk Assessment data if available.

Searched Criteria: displays the criteria used in any of the search methods side by side with the search results.

---

Figure 19: Vendor Search Results

The VTM Detailed Profile displays a summary of the vendor’s data. The Contractor Information box provides the CAGE/NCAGE, Company Name, Address, City/State/Zip, Country, and Exclusion Status for the selected vendor (if available). A vendor risk assessment timeline follows the Contractor Information box.

The timeline displays VTM Risk Ratings with the most recent at the top. At first glance, the user can see all, or if any risk ratings/assessments have been performed on the vendor.

Each individual VTM record displays date of record entry or update, the associated CCMD (Combatant Command) who performed the Risk Assessment and if the status of the record is new or updated.

- Status=New: First time a CCMD/organization posts a VTM Risk Assessment.
- Status=Updated: All subsequent postings of a vendor’s VTM Risk Assessment within the same CCMD/organization.
**Figure 20: VTM Detailed Profile Overview**

- Click Show/Hide button for more details on a VTM record
- If the vendor is an 841 identified vendor, this is where the 841 official memo attachment or annual revalidation will be.
VTM Risk Assessment Timeline: Summary of the vendor’s risk assessment information provided by the CCMD VTM organization. VTM Risk Assessments are Unclassified assessments summarizing the level of threat posed by a vendor and whether mitigation strategies are required prior to contracting actions. Each Risk Rating displays the level of Risk Assessment: Acceptable or Unacceptable without Mitigation. There is also the CCMD listed who performed the assessment and the group mailbox to find out more information if required.

- If the vendor has been 841 Identified, the official memo will also be found in the timeline.
- Click the “Export VTM Risk Assessment Profiles” button to export the entire VTM Detailed Profile into Excel.
- Click the VTM Risk Definitions are found on the bottom of every VTM Detailed Profile. Click the link to show/hide Definitions for each level of VTM Risk Ratings/Assessments.
VTM – Other Search Methods: Risk Assessment Search

- Click the VTM Risk Rating Search link to open search criteria by risk rating/assessment level.

Choose a risk assessment level or multiple levels from the dropdown list.
**VTM Risk Rating Search:**

- **Risk Rating:**
  - Acceptable Without Mitigation
  - Unacceptable Without Mitigation
  - Identified Under Section 841 Authority

- **CCMD:**
  - AFRICOM
  - CENTCOM

- **Filter by New Entry:**
- **Filter by Date**

Enter criteria into at least one of the fields. Filtering can be done by either a single date or date range.

**Figure 24: Risk Rating Dropdown**

**And/Or:**
- Select from the dropdown for CCMD to search by the CCMD who reported the risk assessment. Multiple CCMDs may be selected.
- Only CCMDs with Risk Assessment data in SPRS may be selected from the dropdown.

**VTM Risk Rating Search:**

- **Risk Rating:**
  - Select...

- **CCMD:**
  - AFRICOM
  - CENTCOM

- **Filter by New Entry:**
- **Filter by Date**

Enter criteria into at least one of the fields. Filtering can be done by either a single date or date range.

**Figure 25: Risk Rating Search - CCMD Dropdown**

**And/Or:**
- To clear any selected entries, click x within the specific search box
**VTM Risk Rating Search:**

![Risk Rating Search](image)

**Figure 26: Risk Ratings Search - Clear Entries**

**And/Or:**
- Select the check box to filter search results by new entries only

**VTM Risk Rating Search:**

![Risk Rating Search](image)

**Figure 27: Risk Ratings Search - New Entries**

**And/Or:**
- Use the calendar to search by date or date range the rating was last updated
- When all selections have been entered click Search
VTM Other Search Methods: Geo Search

- Click the Geo Search link to open search criteria by vendor’s geographic area.

Figure 28: Risk Ratings Search – By Date

Figure 29: VTM - Geo Search

- Select country from dropdown list to view all risk ratings/assessments performed in that country
Figure 30: Geo Search Country Dropdown

- Select State/Province -- State/Province dropdown will populate once the home country is selected
Figure 31: Geo Search State/Province Dropdown

- If the specific city of the vendor's address is known, type city name into the free text box once the region has been selected.
- When all selections have been entered, click Search.

Figure 32: VTM - Geo Search City

All the search methods listed in this section will display vendor search results as described in the Vendor Search section of the User Guide.
6. **RISK ANALYSIS REPORTS**

SPRS Risk Analysis Reports use business intelligence to reflect the risk associated with vendors & items.

6.1 **SUPPLIER RISK**

Supplier Risk is a Standalone way to view detailed Supplier Risk. The Supplier Risk Score is an overall score using 3-years of supplier performance information (PI) data designed to calculate and identify supplier risk by calculating a single overall numerical score. The Supplier Risk Score is derived by using ten identified risk factors and adjusting based on age, number of contracts, and record weight. The final scores are ranked against one another to provide a color ranking based on a 5-color rating system.

The Supplier Risk Report does not consider if the vendor is on DLA’s Qualified Manufacturer/Producer List therefore, different results may display when performing a procurement Risk Analysis report.


**To access Supplier Risk:**
Select **Supplier Risk** link from the Menu.

- Enter CAGE Code
- Click Search

![Figure 33: Supplier Risk Request](image)

- **Contractor Information**: This includes Basic Company Information and Commercial and Government Entity or CAGE Status. This information is received from the DLA Commercial and Government Entity Program
(CAGE) and System for Award Management (SAM) at the URLs listed here: Commercial and Government Entity Program (CAGE) https://cage.dla.mil/Home/ and https://sam.gov.

**Figure 34: Supplier Risk Contractor Information**

- **Supplier Color:** The Supplier Color Legend represent the percentage breakdowns of a normal statistical distribution.
  
  o Color assignment is based on a comparative assessment among suppliers. Supplier rankings are re-calculated whenever new data is introduced to the system or records age out.
  o The top percentage group is blue
  o The lowest percentage group is red

Color is also used to communicate information unrelated to ranking.

  o Black identifies a supplier with no Supplier Risk score
  o Grey identifies supplier that have been excluded from selling to the government.
The color bar illustrates where the Supplier Risk Score falls within the color category. The color bar also indicates the Median and Average Supplier Risk Scores of all suppliers.

- **Exports**: Select the [Here](#) links to export Supplier Detail Data, Negative Quality and Delivery Data, and/or Positive Quality and Delivery Data to an export. The hyperlinks for Negative and Positive Data are only Quality and Delivery Factor records, placed in an export.

- **Scored Data**: Supplier Risk Score is an overall score using 3-years of supplier performance information (PI) data designed to calculate and identify supplier risk by calculating a single overall numerical score.

  If records are greater than zero, the Factor becomes a link to display additional detail. Record details can be found by clicking the hyperlinked Suspected Counterfeit information uses Agency Action Notices from the Government Industry Data Exchange Program or GIDEP.
Factor or expand all factors by clicking the **Expand Data Categories** link.
Some factors can drill down further than others, for example, if Overall Delivery Score Rankings is selected, each FSC/PSC that the supplier has delivered in will show with that number of records associated with that FSC/PSC.
## Supplier Risk Detailed Delivery Data

The FSC/PSC link will open the Supplier Detailed Delivery Report.

### Table: Detailed Delivery Scores

<table>
<thead>
<tr>
<th>FSC/PSC</th>
<th>Records</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>4820</td>
<td>64</td>
<td>32</td>
</tr>
<tr>
<td>A104</td>
<td>3</td>
<td>24</td>
</tr>
</tbody>
</table>

### Figure 38: Supplier Risk Detailed Delivery Data

### Figure 39: Supplier Delivery Detailed Report

- **Info Only Data:** Displays five years of past performance data and is for informational purposes only. Detail is available if records are greater than zero. Record details can be found by clicking the hyperlinked Factor or expand all factors by clicking the **Expand Data Categories** link.
Figure 40: Supplier Risk Info Only

To collapse the data again select Collapse Data Categories at the top.

Figure 41: Supplier Risk Info Only Expanded

**NOTE:** The Supplier Score shown in the standalone Supplier Risk Report does not consider if the vendor is on DLA’s Qualified Manufacturer/Producer List.
6.2 ITEM/PRICE RISK

Item Risk is the probability that an “item based on intended use, will introduce performance risk” into the system resulting in safety issues, mission degradation, or monetary loss. Price Risk depicts whether a proposed price is high, low or within range consistent with the average of all historical prices paid for that item since 2010 excluding extreme prices, outliers, and escalated by Bureau of Labor Statistics inflation indexes.

Item/Price Risk Reports provide a standalone way to see detailed item risk: identified application or safety criticality, potential for counterfeiting, nonconforming material, and/or diminishing sources of supply.

To Access Item/Price Risk:

- Select Item/Price Risk link from the Menu.
- Click the dropdown to identify the value to enter. Select from National Stock Number (NSN), PSC and Part Number, Manufacturer CAGE and Part Number, Internet Blog Serial Number (IBSN), Universal Product Code (UPC), or GS1.
- Enter Value, click Search

The top displays: the NIIN, Last Paid Price, the FSC or PSC, Last Paid CAGE, Average Price, and Last Paid Date. Item Risk data is displayed at
the top of the report and is labeled High Risk Item in red font or Low Risk Item in green font. The Average Price is also highlighted by confidence:

- Red indicates Low Confidence. Low confidence indicates that there are too few prices to establish confidence in the listed calculated average price.

- Yellow indicates Medium Confidence. Medium Confidence indicates there is enough data to determine confidence in the calculated average price but the calculated average price contains some variation.

- Green indicates High Confidence. High Confidence indicates there is enough data to determine confidence in the calculated average price and the calculated average price is within defined standard deviation parameters with little to no variation.

![Figure 43: Item/Price Risk Summary](image)

- **Reason(s):** If the item is a high risk item, at least one reason is displayed as well as suggested mitigation strategies.

![Figure 44: Item/Price Risk Reason(s)](image)

- **Suggested Mitigations:** The Mitigations section is where services and agencies can display mitigation instructions to their contracting officials.
- **Purchase History Table:** The Purchase History lists the CAGE, Dates the item was Purchased, Unit Price, and Escalated Price. Unit Price is the price paid of the item at the time of purchase. Escalated Price is the historical price paid adjusted for inflation to what the buyer would have paid if item was purchased today.

  The Escalated Price is determined by using the U.S. Bureau of Labor Statistics’ Producer Price Index (PPI) for the purposes of “escalating” (i.e., adjusting for inflation) historical unit prices to the current month.

  The most recent purchase date displays first. Data can be sorted or filtered by using the 3 dots at the top of the column.
Figure 46: Item/Price Risk Purchase History Table

- **Escalated Prices Graph:** Purchase history is displayed in a line graph below the table. The Purchase history graph illustrates the data in the Purchase History table and will reflect any changes made to this table. The graph shows the upper and lower boundary's (the control limits) of the Predicted Range ±2 standard deviations and shows Historical Escalated Prices plotted over the expected range of prices. Hover over points for detail.

Figure 47: Item/Price Risk Escalated Prices Graph

- **Additional Info:** If the item has been manufactured under different CAGE and Part Number or NSN, if searching by Manufacture Part Number and CAGE, then it will display in the Additional Info section.
6.3 MARKET RESEARCH

Market Research is a combined report integrating the historical Item/Price Risk and Supplier Risk information with previous buys of a specific item.

To access Market Research:
- Select Market Research link from the Menu.
- Click the dropdown to choose to search for report information by National Stock Number (NSN), PSC & Part Number, Manufacturer CAGE and Part Number, Internet Blog Serial Number (IBSN), Universal Product Code (UPC), or GS1.
- Enter Material ID, click Search

Summary Information: The top displays: the NIIN, Last Paid Price, the FSC or PSC, Last Paid CAGE, Average Price, and Last Paid Date. Item Risk data is displayed at the top of the report and is labeled High Risk Item in red font or Low Risk Item in green font. The Average Price is also highlighted by confidence:
  - Red indicates Low Confidence. Low confidence indicates that there are too few prices to establish confidence in the listed calculated average price.
  - Yellow indicates Medium Confidence. Medium Confidence indicates there is enough data to determine confidence in the calculated average price but the calculated average price contains some variation.
Green indicates High Confidence. High Confidence indicates there is enough data to determine confidence in the calculated average price and the calculated average price is within defined standard deviation parameters with little to no variation.

**Figure 50: Item/Price Risk Summary**

- **Reason(s):** If the item is a high risk item, at least one reason is displayed as well as suggested mitigation strategies.

**Figure 51: Market Research Reason(s)**

- **Suggested Mitigations:** The Mitigations section is where services and agencies can display mitigation instructions to their contracting officials.
Figure 52: Market Research Suggested Mitigations

- **Purchase History Table:** The Purchase History lists the CAGE, Dates the item was Purchased, Unit Price, Average Price, Color Score, and the Average Price Comparison. Unit Price is the price paid of the item at the time of purchase. The Average Price column displays the calculated average price on the day the item was purchased and indicates price confidence by color.

The First Date purchased has no average price confidence assigned since there is no information to determine confidence in that price because the item has not been purchased before.

The most recent purchase date displays first. Data can be sorted or filtered by using the 3 dots at the top of the column.
If there is too much data to fit in these tables comfortably, page numbers will display below the table allowing the user to page through all the data, just click a page number or “Next”

![Market Research Purchase History Table](image)

Figure 53: Market Research Purchase History Table

- **Purchase History Graph:** Purchase history is displayed in a line graph below the table. The Purchase history graph illustrates the data in the Purchase History table and will reflect any changes made to this table. The graph shows the upper and lower boundary's (the control limits) of the Predicted Range ±2 standard deviations and shows Purchase History Prices plotted over the expected range of prices. Hover over points for detail. The Expected Range Control Limits are shown as follows:
  - UCL = Upper Control Limit = HPP + 2σ (red)
  - LCL = Lower Control Limit = HPP - 2σ (purple)
  - HPP - Historical Paid Price(s) (blue)
  - Entered Bids are displayed as green dots on the charts.
  - Selecting the legend items turns the lines on and off this is helpful if bids (green) are hidden by lines
  - Hover over points for detail
Figure 54: Market Research Purchase History Graph

- Supplier History Table: The table provides vendor information for the CAGEs identified in the Purchase History table.
  
  o Click the CAGE hyperlink to open address information beneath the table.

The table also includes Company Name, Exclusion from SAM – YES or NO, and their SPRS scores.

The FSC/PSC Delivery and FSC/PSC Quality are the same scores displayed in the Summary Report. An asterisk “**” here means there is no data in SPRS.

The color Green indicates a contract with no information and Black indicates no contracts or scoring. The Supplier Risk Score is an overall performance score. Scores are ranked and colors assigned based on a standard distribution bell curve.

  o Click the hyperlinked Supplier Risk Score to open the Supplier Risk Report for each CAGE
Figure 55: Market Research History Table

- **Additional Info:** If the item has been manufactured under different CAGE and Part Number or NSN, if searching by Manufacture Part Number and CAGE, then it will display in the Additional Info section.

Figure 56: Market Research Additional Info

### 6.4 PROCUREMENT RISK ANALYSIS

SPRS provides a procurement risk assessment in three areas:

- **Price** – over-/under-bid risk based on previous buys since 2010, escalated for inflation
- **Item** – identified application or safety criticality; potential for counterfeiting, non-conforming material, diminishing sources of supply
- **Supplier** – a Standalone way to view detailed Supplier Risk. A composite score that considers each supplier’s performance in the areas of product delivery and quality.

The Price Risk Assessment calculates the Historical Price (escalated for inflation) -- what an item should cost, based on previous buys. It is the average of all
purchases reported since 2010, excluding certain extremely high prices (outliers), and is escalated by Bureau of Labor Statistics inflation indexes.

Bids are scored by their difference from Historical Price.

Figure 57: Procurement Risk Analysis Request

To Access Procurement Risk Analysis:
Select **Procurement Risk Analysis** link from the Menu.

- Enter a unique **PO/Solicitation Number**
- Select **Material Identification** category
- Enter material ID value
- Enter **CAGE Code** and **Bid** or paste CAGE/bid combination(s)
- Click on **Add to List**
- Add additional CAGE codes and bids, as desired
- Click **Delete** to remove a CAGE Code
- Click **Run Report** to generate report for the qualifiers entered
Figure 58: Procurement Risk Analysis Request Example

NOTE: The Purchase Order/Solicitation Number is a free form box. Utilize the unique Procurement Instrument Identifier (PIID) adding initials or date for multiple reports. Reports are recorded and visible in the user’s Solicitation history only.

Retrieving Previously Saved Risk Analysis:

- Select **Procurement Risk Analysis** link from the Menu.
- Enter existing PO/Solicitation number, click Search
- If a matching Risk Analysis record is found the following screen is displayed
- Click solicitation number to display printable/savable PDF
Summary Risk Analysis Report Layout:

- The Header provides an overview of the solicitation, an alert if the NSN is considered a High Risk Item, and the Average Price the last time the item was purchased.
- The first three columns contain Vendor information including CAGE, Company Name, and Exclusion Status. The next three columns contain the vendor’s Delivery and Quality performance scores within the supply code searched, as well as the vendors overall Supplier Risk Score. The last three columns compare the entered bid amount and where the bid falls in compared to the calculated Average Price.
- Click the Print button to Print this report

**NOTE:** Data available only for valid Material IDs

- Click the **Save Solicitation** button to save this Solicitation
- Click the **Show Quality and Supplier Color Legend** link to display the Color Legend
Figure 60: Risk Analysis Report

- Click any linked **CAGE Code** to view Vendor delivery and quality information
- Click a linked **Supplier Risk Score** to display the Detailed Supplier Risk Report
- Click the **View All** (left) to view Government Summary Reports
- Click the **Detailed Price Risk** (right) to view Quote & Purchase History (Detailed Risk Analysis Report)

Figure 61: Risk Analysis Report Options

The Supplier Risk Report accessed from the Procurement Risk Analysis Report is different in two ways from the stand alone Supplier Risk Report. The difference impacts the supplier risk score and therefore potentially the associated color score. This Supplier Risk Report contains two additional Scored Factors, DLA QML/QPL and Price Risk Comparison.
- **DLA QML/QPL** – The DLA QML/QPL is the Defense Logistics Agency’s Qualified Manufacture List / Qualified Products List. If the CAGE is on DLA’s QML/QPL list, then +1 is added to the Supplier Risk Score.

- **Price Risk Comparison** – The Price Risk Comparison adds or subtracts +1 / -1 to the Supplier Risk Score if the bid is within range as calculated by using the average of all historical prices paid for that item since 2010 excluding extreme prices, outliers, and escalated by Bureau of Labor Statistics inflation indexes.
Figure 62: Supplier Risk Report Layout

Government Summary Report:
- Accessing the government Summary report from the Risk Analysis Report will display Summary Report information for all CAGEs associated with the report.

![Government Summary Report Layout](image)

**Figure 63: Government Summary Report Layout**

**Detailed Price Risk Report:**

- The header section of the Detailed Price Risk Report provides an overview of the solicitation, an alert if the NSN is considered a High Risk Item, and the Average Price the last time the item was purchased.
Figure 64: Price Risk Report from Risk Analysis Report

- **Bids**: The Bids table that contains the CAGEs, Company Names, and the bids entered when the report was generated. It also includes Price difference and Average Price Comparison. If there is too much data to fit in these tables comfortably, page numbers will display below the table allowing the user to page through all the data, just click a page number or “Next”.
  
  - The **Price Difference** is the difference between the bid price and the Average Price.
  - The **Average Price Comparison** indicates if the bid is considered low, within range, or high.

Figure 65: Procurement Risk Analysis Bids Table

- **Purchase History**: The Purchase History lists the CAGE, Dates the item was Purchased, Unit Price, and Escalated Price. Unit Price is the price paid of the item at the time of purchase. Escalated Price is the historical price paid adjusted for inflation to what the buyer would have paid if item was purchased today.

  The Escalated Price is determined by using the U.S. Bureau of Labor Statistics’ Producer Price Index (PPI) for the purposes of “escalating” (i.e., adjusting for inflation) historical unit prices to the current month.
- **Escalated Prices Graph**: Purchase history is displayed in a line graph below the table. The Purchase history graph illustrates the data in the Purchase History table and will reflect any changes made to this table. The graph shows the upper and lower boundary's (the control limits) of the Predicted Range ±2 standard deviations and shows Historical Escalated Prices plotted over the expected range of prices. Hover over points for detail. The Expected Range Control Limits are shown as follows:
  - UCL = Upper Control Limit = HPP + 2σ (red)
  - LCL = Lower Control Limit = HPP - 2σ (purple)
  - HPP - Historical Paid Price(s) (blue)
  - Entered Bids are displayed as green dots on the charts.
  - Selecting the legend items turns the lines on and off this is helpful if bids (green) are hidden by lines
  - Hover over points for detail

- **Current Offers Graph**: The Current Offers graph illustrates the data from the Bids table and will reflect any changes made to this table.
If the HIGH RISK ITEM alert is displayed in the Header, click to display the Agency-supplied risk detail.
If the item is a high risk item, at least one reason is displayed as well as suggested mitigation strategies. The Mitigations section is where services and agencies can display mitigation instructions to their contracting officials.
Figure 70: High Risk Item in Detailed Item/Price Risk Report from Risk Analysis Report
6.5 SUPPLIER SURVEILLANCE

Supplier Surveillance is a tool for users to focus on vendors who have supplied particular items. Given a National Stock Number or NSN, the report will return all CAGEs that supplied the item. Users can filter the report based on Supplier Risk Scores (e.g., only show vendors of a particular item with a RED color score).

To access the Supplier Surveillance:

Select **Supplier Surveillance** link from the Menu.

- Enter the National Stock Number (NSN) and/or select a Supplier Risk Score color.
- Use Control (Ctrl) and click to select or deselect multiple Supplier Risk Score colors.
- Click Search to generate a report for the qualifiers entered.

![Figure 71: Supplier Surveillance Request](image-url)
• The Supplier Surveillance Report is displayed. Click the Print button to print this report. When searching by NSN, the top displays: the NIIN, the FSC/PSC and if the NSN searched is considered a High Risk Item.

• The NIIN and FSC/PSC are hyperlinked to the associated NSN’s Detailed Item/Price Risk Report. Average price is based on all unique prices since January 2010, adjusted for inflation and number of times the item was purchased.

• Click Export to Excel to export the data. Use the search function to filter by specific CAGEs, key words in a company name, or by Supplier Risk Score. Clicking on the column header can sort the report ascending or descending, for example this feature may be useful if the user is trying to sort by lowest to highest Supplier Risk Scores.

![Supplier Surveillance Report](image)

Figure 72: Supplier Surveillance Results
7. PERFORMANCE REPORTS

SPRS gathers, processes, and displays data about the performance of suppliers.

7.1 SUMMARY REPORT

The Summary Report allows Government users to search for vendor information using either UEI number or CAGE code(s). The report displays all or specific Supply Code classification(s) associated with the CAGE.

To access Summary Report:

Select Summary Report link from the Menu.

![Summary Report Request](image)

Figure 73: Summary Report Request

Multiple search fields are available to obtain a Summary Report.

- Enter a valid UEI and click the Add UEI button
Figure 74: Summary Report Request, entering UEI

- The corresponding CAGE Code for that UEI will appear in a List of selected CAGE Code(s) box

Figure 75: Summary Report Request, List of selected CAGE Codes Box

- Enter a CAGE code and click the Add CAGE Code button
- Enter multiple CAGE codes colon delimited
NOTE: The Add CAGE button also checks the Excluded Parties List. No CAGE on the EPL may be added.

Figure 76: Summary Report Request, entering multiple CAGE Codes

- The List of selected CAGE Code(s) box will appear with the newly added CAGE code

Figure 77: Summary Report Request, entering UEI
To display reports for a specific FSC/PSC, enter the FSC/PSC code and click the Add Supply Code button. A List of selected Supply Code(s) box will appear.

Multiple Supply Codes must be colon delimited.

To remove a CAGE Code, select the CAGE(s) to be removed and click the Remove CAGE Code button.

To display records for a specific NAICS, select the NAICS radio button and enter a NAICS as described above for FSC/PSC Supply Code.

Click Run Summary Report button to run the Report for the entered criteria.
The report opens with CAGE and address information at the top of the page, the Quality and Supplier Risk Color legend, Overall Delivery Score(s), Current Classifications with the Weighted Delivery Score, Weighted Quality Performance color, the number of records used in scoring for each, and a list of contacts for additional information about the records in the report.

- Within the Current Classification list, select any **Supply Code** to view the Detailed Report for that CAGE/Supply Code combination
- Click the Print button to print a screenshot of the overview report
- Click any Point of Contact link to create an email
Government Detailed Reports

The Government Detailed reports contain all the performance records scored for the selected classification (CAGE/Supply Code combination). The landing page displays the Negative Records, Quality Color Code, Weighted Delivery Score for that classification, and the Average Supply Code Delivery Score for all Suppliers.

- Click the Export Negative Records link to export the negative and positive records for that classification to an Excel document
- Click the Print button at the top of the page to print the report
- Click linked data elements to see the Challenge history for that record
- Click the Back button at the top left of the report to return to the Summary Report landing page
Figure 81: Detailed Report (Summary Report FSC/PSC)

- Click the View Positive Record(s) link to view that report
7.2 SOLICITATION INQUIRY

Solicitation Inquiry information is available for search in two forms, Standard Assessment and Best Value Assessment.

To access Solicitation Inquiry:

Select Solicitation Inquiry link from the Menu.
Figure 83: Solicitation Inquiry Request

- Enter Purchase Order/Solicitation Number, check supply type (FSC/PSC or NAICS), enter FSC/PSC or NAICS and CAGE code(s)

**NOTE:** The Purchase Order/Solicitation Number is a free form box. Utilize the unique Procurement Instrument Identifier (PIID) adding initials or date for multiple reports. **Reports are recorded and visible in the user’s Solicitation history only.**

- Enter a CAGE code and click the Add CAGE button. A box will appear with the newly added CAGE code. Enter multiple CAGE codes (up to 5) by separating with a colon (:

**NOTE:** The Add CAGE button also **checks the Excluded Parties List. No CAGE on the EPL may be added**

- After adding CAGE code(s), a new button will appear, **Remove CAGE Code**
- To remove/delete a CAGE Code, click/highlight the CAGE and select the Remove CAGE Code button
- Run the inquiry. Options include Standard Assessment or Best Value
Standard Assessment

A standard assessment allows the contracting officer to compare multiple CAGEs.

- Select the Standard Assessment button to run the Solicitation Inquiry

**NOTE:** Place pointer over the symbol to view a popup containing vendor's name and address.

- Click Get Detail Report adjacent to any line displayed on the report to view the Detail Report. A separate browser window will open and display the Detailed Report for that CAGE and FSC/PSC
Figure 85: Solicitation Inquiry Detail (Standard Assessment)

- Click the Print button to print this view
- Click the View Positive Records to view all Positive Records for the CAGE and FSC/PSC

Figure 86: Detail Report Negative Records

**NOTE:** The Detail Report shows only Negative Records.
- Click the **Back** link to return to the Negative Records list

![GOVERNMENT DETAILED POSITIVE RECORDS](image)

**Figure 87: Detail Report Positive Records**

- Click the “X” to close this separate browser window and return to the Solicitation Inquiry Report Detail screen *(See Error! Reference source not found.)*

- If either Save with Award or Save without Award is selected the following screen will be generated
SPRS Message

Solicitation Number ABC-DE-FGH-IJKL-M was updated successfully.

Figure 88: Standard Assessment Saved Successfully

Best Value Assessment:

Best Value Assessment ranks perspective vendors based on Cost, Delivery and Quality.

- Enter Purchase Order/Solicitation Number, check supply type (FSC/PSC or NAICS), enter FSC/PSC or NAICS and CAGE code(s) as described above (See Solicitation Inquiry-Standard Assessment)
- Click the Best Value Assessment button
Figure 89: Solicitation Inquiry Window (Best Value Assessment)

- User is required to weight categories (Cost, Delivery, Quality) according to importance, **total percentage must equal 100**

  *And*

- Enter the bid values for each CAGE
- Click Calculate Best Value; Vendors are ranked in ‘Best Value’ order
Figure 90: Solicitation Inquiry (Calculate Best Value), entering weights & values

- Check the appropriate box adjacent to the CAGE (vendor) to record Award,
- Click Save with Award or Back (no save)
- If Save with Award is selected the Saved Successfully screen will be displayed *(See Figure 88: Standard Assessment Saved Successfully)*

![Diagram of Solicitation Inquiry Detail](image)

*Figure 91: Solicitation Inquiry Detail (Calculate Best Value) Best Offer Ranking*

When either the Save with Award or Back buttons are selected, the information will be stored in the solicitation history table and can be retrieved at a later date using the **Solicitation History Report**. The last column of this table can be checked to indicate which contractor was selected for the award. The first column in that report may be checked to indicate which contractor received the award.

**Edit Existing Solicitation**

Allows user to edit an existing Standard Solicitation or edit the award disposition of a Best Value Solicitation.

**To edit an Existing Standard Solicitation:**

Select **Edit Existing Solicitation** link from the Menu.

- Enter PO/Solicitation Number, click **Get Report**
Figure 92: Solicitation Update (Standard Assessment)

- Check the box for the corresponding Awardee to Save with Award
- Click Save with Award

Figure 93: Solicitation Update Example (Award Standard)

- To edit, click Modify
### Solicitation Update

**Instructions:**
1. Enter the Purchase Order Number / Solicitation Number.
2. Click Get Report button.
3. To award, check Award box and click Save with Award.
4. To cancel without saving click Back.
5. To edit, click Modify.
   a. Solicitation Inquiry will open with original data.
   b. Update CAGE or FSC/PSC information and click Standard Assessment.
   c. Choose Save with Award or Save without Award.
   d. If awarded originally, you will have to check box again and click Save with Award.
   e. Best Value Assessment will not be available for Edit, only Standard Assessment.

---

![Solicitation Update Example](image)

#### Figure 94: Solicitation Update Example (Modify Standard)

- Solicitation Inquiry opens with original data
- Update CAGE or FSC/PSC information and click Standard Assessment *(See Figure 95: Solicitation Update Modify Example (Standard) )*
- Select Standard Assessment to run the new Solicitation Inquiry
Figure 95: Solicitation Update Modify Example (Standard)

- Choose Save with Award or Save without Award
- If awarded originally, user will have to check box again and click Save with Award
EDIT EXISTING BEST VALUE SOLICITATION

**NOTE:** Only Award disposition may be updated for Best Value Assessments. Standard Assessments may be edited. (Add/Remove CAGE Code, Change/Add Supply Code.)

To edit an Existing Solicitation:

Select **Edit Existing Solicitation** link from the Menu.

- Enter Purchase Order or Solicitation Number, click **Get Report**
To record award for a particular vendor, check appropriate Award box and click Save with Award (this does not advise the vendor that they were selected)

To cancel without saving, click Back
Figure 98: Solicitation Update Example (Best Value)

**NOTE:** This View only appears when a Best Value Solicitation was closed without pressing the Save with Award button.

- If Save with Award is selected the updated successfully screen will be displayed

**SPRS Message**

Solicitation Number LS-2021-05-12-0005BV was updated successfully.

Figure 99: Solicitation Update Successful
- If Solicitation was previously awarded Edit is not available
- Awarded Column:
  - Y = Yes, CAGE Awarded
  - N = No, CAGE Not Awarded
  - U = Solicitation Number Unawarded (no CAGEs awarded at time of History Report)

Figure 100: Previously Awarded Solicitation (No Edit) Example (Best Value)
7.3 SOLICITATION HISTORY

Solicitation History allows the user to look up the results of past solicitation inquiries.

To access Solicitation History:
Select Solicitation History link from the Menu.

- Any/all of the following may be entered to obtain History:
  - Purchase Order/Solicitation Number (partial data will retrieve more information, i.e. enter T to retrieve all records that have a Purchase Order/Solicitation Number beginning with the letter T).
  - CAGE
  - UEI

- Click the Get Report button. All Solicitations matching search criteria are displayed.

Figure 101: Solicitation History Request
NOTE: The report displays the history captured when solicitation information was entered. The information includes every CAGE queried at the time the Solicitation Inquiry was saved.

- Select **Click here** to export the report.
- Awarded Column:
  - Y = Yes, CAGE Awarded
  - N = No, CAGE Not Awarded
  - U = Solicitation Number is Unawarded (no CAGEs awarded at time of History Report)
- Click the **Print** button to print this view

---

**Figure 102: Solicitation History Detail Example**

### 7.4 ENHANCED VENDOR PROFILE

SPRS Enhanced Vendor Profile is detailed, up-to-date supplier profile information on all current DoD vendors supported by CAGE DLA, FPDS-NG and other SPRS data sources. Contract data on the vendor searched can be broken up by government Fiscal Year (FY) or Calendar Year (CY), and all the reports that follow are broken down based on that initial selection. There are two basic
kinds of metrics within EVP: CAGE breakdowns and Hierarchy breakdowns. CAGE breakdowns and metrics are based on the current CAGE code that has been selected or searched. The Hierarchy breakdowns are calculated based on the CAGE code selected entire corporate CAGE hierarchy. The EVP module in SPRS is divided up by tabs. Descriptions of the types of information found in each tab are listed below.

To access the Enhanced Vendor Profile:
Select Enhanced Vendor Profile link from the Menu.

- Enter a CAGE Code OR Company Name
- Select Fiscal or Calendar Year
- Click Search

![Enhanced Vendor Profile Request](image)

Figure 103: Enhanced Vendor Profile Request

- The information is displayed
- Information displaying in Enhanced Vendor Profile report is for informational and research purposes only, cannot be used as criteria in source selection
- Click each tab to display data
- The Home tab of Enhanced Vendor Profile provides:
  - CAGE code registration and UEI information
  - A Defense based news feed, with recent contract activity
  - Geographical location
  - SPRS Supplier Risk Score (if available) and Exclusion Status
  - Can click expand all button to view/navigate to any CAGE code in the vendor’s corporate hierarchy tree
  - Variety of vendor performance metrics
    - Sole source% - percentage of DoD contracts from FPDS that are sole source
    - High risk item % - percentage of delivered NSNs by CAGE code that have been flagged to include high risk items or critical safety items
- Hierarchy Count- count of vendors in this CAGE code’s corporate hierarchy
- US Location % - percentage of vendors located in the United States for the Searched CAGE corporate Hierarchy
- On-Time Delivery % - Percentage of Contract Line Items (CLIN) delivered on time for this vendor in last 3 years
- Average Days Late- Average number of days late a vendor delivers
- Pending Deliveries Count- Number of Scheduled/Pending deliveries for this vendor in current FY or CY
- Material to Service Contract % - percentage of Material to Service Contracts this vendor provides the government from FDPS

Figure 104: Enhanced Vendor Profile Home Tab

- The next tab is a Contracts Summary
User can sort by any column by clicking the column header
User can export entire table to excel for easier data manipulation
Click on View Detail Button to view contract detail from FPDS
Search – new tab will open displaying FPDS search

Figure 105: Enhanced Vendor Profile Contracts Tab

- The next tab is Reps & Cerfs
- Click the Section 889 link to display Section 889 information

Figure 106: Enhanced Vendor Profile Reps & Cerfs Tab

- Click the FAR and/or DFAR arrow(s) to display regulations – this data originates from the System for Award Management (SAM)
### Figure 107: Enhanced Vendor Profile Reps & Certs Tab (Section 889)

<table>
<thead>
<tr>
<th>Certification Section 889</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>889</td>
<td>Federal Acquisition Regulations</td>
</tr>
</tbody>
</table>

- **889**
  - 889.2 Certificate of Independent Prior Determination
  - 889.15 Ownership or Control of Firm
  - 889.25 Prohibition of Influence
  - 889.30 Divestment of Federal Telecommunications Equipment or Services
  - 889.35 Waiver of Certain Foreign Commercial Entities/Business Representatives
  - 889.40 Representation of Governmental Entities/Business Representatives
  - 889.45 Representation of Certain Foreign Commercial Entities/Business Representatives
  - 889.50 Representation of Certain Foreign Commercial Entities/Business Representatives
  - 889.60 Representation of Certain Foreign Commercial Entities/Business Representatives
  - 889.70 Representation of Certain Foreign Commercial Entities/Business Representatives
  - 889.80 Representation of Certain Foreign Commercial Entities/Business Representatives
  - 889.90 Representation of Certain Foreign Commercial Entities/Business Representatives
Figure 108: Enhanced Vendor Profile Reps & Certs Tab (Section 889) Regulations

- Next is the Obligations Tab - DoD Obligations by Sector
  - Graphical representation of obligated dollars, broken down by sector. The sectors are grouped by FSC/PSC Category and FSC/PSC Subcategory. All data in this graph and those that follow contain last three years of contract data.

![Graphical representation of obligated dollars, broken down by sector.](image)

Figure 109: Enhanced Vendor Profile Obligations Tab

- The next tab is Award Breakdowns – a breakdown of awards by DoD agency, NAICS code, & FSC/PSC Category
  - Breakdown of obligation dollars of the searched CAGE code. Graphs can be displayed with data for the last 3 years or a single year 'snapshot'. Award Breakdown graphs included are agency, NAICS and/or FSC/PSC code.
Figure 110: Enhanced Vendor Profile Award Breakdowns

- The next tab is Subsidiaries
  - Summary of the subsidiaries of the CAGE hierarchy for this vendor. Table summarizes CAGE information and obligated dollars.
**Figure 111: Enhanced Vendor Profile Subsidiaries**

- The next tab is CAGE Hierarchy - red highlight is an indicator of the CAGE code searched
  - SPRS Supplier Risk Score color is listed in right most column of this table
  - Click “Export to Excel” to export this entire CAGE Hierarchy to excel format

**Figure 112: Enhanced Vendor Profile CAGE Hierarchy**

- The next tab is the Supplier Risk Hierarchy Graph
Breakdown of this CAGE code’s entire CAGE Hierarchy into SPRS supplier risk color scores depicted graphically

- If there are too many “No Score” companies in the hierarchy, the checkbox in the upper right can be toggled on.

![Suppliers Color Legend](image)

**Figure 113: Hierarchy Color Distribution**

- Under the SPRS color legend, counts how many CAGE codes appear in each color band can be found

![Hierarchy Color Distribution Counts](image)

**Figure 114: Hierarchy Color Distribution Counts**

- The next tab is Supply Chain Map — geographical display of CAGE Hierarchy
  - User can zoom in/out using the mouse scroll bar
  - Target symbol is the searched CAGE code
  - Star symbol is Highest Level Owner (HLO) of this CAGE hierarchy
  - Filter by levels within the CAGE Hierarchy by using the CAGE Tiers Filter
  - Filter by direction within CAGE Hierarchy by using CAGE Hierarchy Filter
    - Example: If the searched company is second tier company, selecting Downstream Hierarchy Filter displays all of the subsidiaries to the searched CAGE. While selecting the
Upstream Hierarchy Filter, user will see the geographical connections to the HLO.

Figure 115: Enhanced Vendor Profile Supply Chain Map

- The last tab is Hierarchy FSC/PSC Summary
  - Aggregated breakdown of contract counts and dollars by FSC/PSCs for the entire CAGE Hierarchy including the searched CAGE
  - Click column header to sort by contract count or obligated $
Quick Access: Anyone with a government PKI certificate may click the Enhanced Vendor Profile link in the Menu on the SPRS web page to view. Limited functionality coming in from quick access.

7.5 DETAIL REPORT POS/NEG RECORDS

The Detail Report Pos/Neg Records retrieves all the positive or negative records for a particular CAGE or specified CAGE/Supply Code combination. The records displayed are the same as those found in the Summary Report but grouped together in two reports.

To access the Detail Report Pos/Neg Records:

Select Detail Report Pos/Neg Records link from the Menu.

- Select the Supply Code radio button to search for a specific FSC/PSC or NAICS, or leave blank to view all records
- Enter the CAGE to be searched
- Enter Supply Code (optional)
Figure 117: Detail Report Pos/Neg Records Request

- Click the button to Display All Positive Detail Records

Figure 118: Detail Report Positive Records

- Click the button to Display All Negative Detail Records
Supply Code Relationship verifies the current data integrity relationships between FSC/PSC to NAICS and NAICS to FSC/PSC supply codes.

To access Supply Code Relationship:
Select Supply Code Relationship link from the Menu.

- Select the radio button Search/Sort by FSC/PSC or NAICS, OR click the button to Display all relationships
- If searching for a specific Supply Code enter the Supply Code to be searched

Figure 121: FSC/PSC to NAICS example

- Click the “Help: Relating Supply Codes to Performance Scores” link to display helpful info
Discussion of Supply Codes and How They Relate to Performance Scores

The term ‘Supply Code’ refers to a part or product reference code. This code could be either an FSC/PSC (Federal Supply Code/Product Service Code) or a NAICS (North American Industry Classification System).

FSC/PSC codes are used by government buying offices to classify and identify the products, supplies, and services that the government uses and buys.

NAICS codes identify products and services by type of industry and are used by the government to evaluate economic performance.

There is thus a relationship between FSC/PSC and NAICS codes. One FSC/PSC code might relate to one or many NAICS codes that describe the same part or product.

For example, FSC/PSC 1620 may only have a relationship to one NAICS code 336413

FSC/PSC 1620: A/C LAND OR CP
NAICS 336413: OTHER AIRCRAFT PART AND AUXILIARY EQUIPMENT MANUFACTURING

Whereas FSC/PSC 2420 has 3 related NAICS codes: 332439, 332999, 333924

FSC/PSC 2420: TRACT WLD
NAICS 332439: OTHER METAL CONTAINER MANUFACTURING
FSC/PSC 2420: TRACT WLD
NAICS 332999: ALL OTHER MISCELLANEOUS FABRICATED METAL PRODUCT MANUFACTURING
FSC/PSC 2420: TRACT WLD
NAICS 333924: INDUSTRIAL TRUCK, TRACTOR, TRAILER, AND STACKER MACHINERY MANUFACTURING

If you look at the descriptions, you’ll see that they are all describing a single part or product, not 3 or 4 different parts or products.

Because part and product performance metric data is collected by SPRS from many different sources, products can potentially be referenced by both their FSC/PSC and NAICS designations.

Thus, in the reporting of contractor performance on FSC/PSC 2420, for example, SPRS must consider any reports submitted under corresponding NAICS codes of 332439, 332999, and 333924.

NOTE: The scoring, however, is not being done on 3 or 4 parts or products, but only on a single part or product.

Figure 122: Supply Codes Relationship to Performance Scores Help
8. ADMIN REPORTS

8.1 DATA REPORT SEARCH

Data Report Search allows the user to review the data reports used in SPRS scores.

To access Data Report Search:

Select Data Report Search link from the menu

- Choose Record type from the dropdown: CDD Delivery, BUL Bulletin, GIDEP Alert, MIR Material Inspection Record, PQDR Product Quality Deficiency Report, SDR Supply Discrepancy Report, SRV Survey Report, or TST Test Report
- Choose one or more data constraining element(s): Contract No., Serial No., WebSDR No., Cage Code, or Supply Type and Code
- Click Search

![Figure 123: Data Report Search Request](image)

- Click on Department/Agency to view details on the record and about the company.
- Click the Print button to print this view
Figure 124: Data Report Search Records
9. FEEDBACK/CUSTOMER SUPPORT

9.1 FEEDBACK/CUSTOMER SUPPORT

Feedback/Customer Support allows the user to submit feedback, questions or suggestions about the application to the SPRS Program Management Office (PMO). Responses to these communications will be visible in the same Feedback/Customer Support module. Additional comments or questions on the topic may be added to a numbered conversation until it is closed.

To access Feedback/Customer Support:

Select Feedback/Customer Support link from the Menu or Header.

- Click New Feedback to begin

![Figure 125: Feedback/Customer Support Request]

- Add comments to the Comment section
- Click Select files button to attach files (If troubleshooting an issue, it may be helpful to attach a screenshot)
- Click the Submit button
The submission will appear in the grid below with a conversation identification number (ID) and basic details, including the date that the conversation was last modified.

When a response has been received a number will appear near the Feedback button in the SPRS header.

- Click the Feedback button to open the module
- Click the View Details button to view response or add comments

- Optional: Add additional comments in the Comment box
- Click Select files to attach files
- Click Submit button
### Feedback/Customer Support Add Comments and Files

- Click the dots above a column to sort

---

### Feedback/Customer Support Sort Columns

- A bell icon in the Status column indicates a response has been sent
- A circle with a line in the Status column indicates the conversation is closed

![Figure 130: Feedback/Customer Support Status](image-url)
10. TRAINING MATERIALS

The SPRS web page provides a variety of public resources accessible by selecting from the pop-out menu and buttons. Access buttons and menu items by mouse-click.

To access the SPRS web page:

Select the icon from the Menu in the SPRS application, or https://www.sprs.csd.disa.mil/.

![SPRS Web Landing Page](image)

Figure 131: SPRS Web Landing Page

Navigation:

- Login/Register (via PIEE) button for redirection to the Procurement Integrated Enterprise Environment (PIEE)
- NIST SP 800-171 Vendor Help posting Basic Assessments button to display/download the NIST SP 800-171 Quick Entry Guide
- FAQ for the NIST SP 800-171 Vendor Help posting Basic Assessments button to display/download NIST specific Frequently Asked Questions document
- NIST SP 800-171 Information button to display related training and information
- Vendor Threat Mitigation button to display related resources
- Enhanced Vendor Profile button to display the related resources
- SPRS Reports button to display information for select SPRS reports

Click the Menu icon to display a pop-out menu

Figure 132: SPRS Web Landing Page w/ Pop-Out Menu

- Return to the SPRS web-landing page
- Restricted Government-only
- Restricted Government-only
- PIV only view of SPRS Enhanced Vendor Profile.
- Access Instructions for Government and Supplier/Vendor
- User Guides and relevant policy guidance
- SPRS Frequently Asked Questions (FAQs)
- SPRS on-line and instructor-led Training Opportunities
- SPRS application changes
- SPRS program office contact information
REFERENCED DOCUMENTS

The following documents of the exact issue shown form a part of this document to the extent specified herein.

<table>
<thead>
<tr>
<th>DOCUMENT</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Privacy Act of 1974</td>
<td><a href="https://www.justice.gov/oip/foia-resources">https://www.justice.gov/oip/foia-resources</a></td>
</tr>
</tbody>
</table>
# GLOSSARY

This section provides definitions for acronyms, abbreviations and terms used in SPRS.

<table>
<thead>
<tr>
<th>ACRONYM/ ABBREVIATION</th>
<th>DEFINITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAGE Code</td>
<td>Contractor and Government Entity Code</td>
</tr>
<tr>
<td>CDA</td>
<td>Central Design Activity</td>
</tr>
<tr>
<td>CCMD</td>
<td>Combatant Command</td>
</tr>
<tr>
<td>DCMA</td>
<td>Defense Contract Management Agency</td>
</tr>
<tr>
<td>EPL</td>
<td>Excluded Parties List</td>
</tr>
<tr>
<td>FSC/PSC</td>
<td>Federal Supply Classification/Product Service Code</td>
</tr>
<tr>
<td>NAICS</td>
<td>North American Industry Classification System</td>
</tr>
<tr>
<td>PDREP</td>
<td>Product Data Reporting and Evaluation Program</td>
</tr>
<tr>
<td>PIEE</td>
<td>Procurement Integrated Enterprise Environment</td>
</tr>
<tr>
<td>POC</td>
<td>Point of Contact</td>
</tr>
<tr>
<td>PMO</td>
<td>Program Management Office</td>
</tr>
<tr>
<td>PQDRs</td>
<td>Product Quality Deficiency Reports</td>
</tr>
<tr>
<td>SAM</td>
<td>System for Award Management</td>
</tr>
<tr>
<td>SPRS</td>
<td>Supplier Performance Risk System</td>
</tr>
<tr>
<td>UEI</td>
<td>Unique Entity Identifiers</td>
</tr>
<tr>
<td>WAWF</td>
<td>Wide Area Workflow</td>
</tr>
</tbody>
</table>
## APPENDIX A: SPRS USER ROLES

<table>
<thead>
<tr>
<th>TERM</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPRS Acquisition Professional</td>
<td>View and modify account information</td>
</tr>
<tr>
<td>(Government Access)</td>
<td>View All SPRS Reports</td>
</tr>
<tr>
<td></td>
<td>Provide customer feedback</td>
</tr>
<tr>
<td>Cyber Government User Access</td>
<td>Restricted Government Access</td>
</tr>
<tr>
<td></td>
<td>Add/Edit/View NIST SP 800-171 Assessment results</td>
</tr>
<tr>
<td>VTM User Access</td>
<td>SPRS Vendor Threat Management Specific Access:</td>
</tr>
<tr>
<td></td>
<td>- VTM Program Officer User: Add/Edit/View VTM Risk Assessment Records within</td>
</tr>
<tr>
<td></td>
<td>SPRS Vendor Threat Mitigation (VTM) Module</td>
</tr>
<tr>
<td></td>
<td>- VTM Acquisition Professional: View only access for SPRS Vendor Threat</td>
</tr>
<tr>
<td></td>
<td>Mitigation (VTM) Module for Government Support Contractors</td>
</tr>
</tbody>
</table>
APPENDIX B : TROUBLESHOOTING

Should assistance with SPRS be required, read the following troubleshooting hints and tips to help determine point of contact (POC) for assistance.

<table>
<thead>
<tr>
<th>COMMON SPRS ISSUES</th>
<th>DIAGNOSIS</th>
<th>POC</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPRS doesn’t execute</td>
<td>Confirm that recommended browser. List available on the application main page.</td>
<td>Once browser is confirmed, email <a href="mailto:usn.pnsy.navsealogcen.mbx.ptsmh@us.navy.mil">usn.pnsy.navsealogcen.mbx.ptsmh@us.navy.mil</a> for additional assistance</td>
</tr>
<tr>
<td>SPRS is not running efficiently. Isolated or widespread?</td>
<td>If widespread, possible local PC issue or local network issues. Try refreshing the page.</td>
<td>Local IT personnel (a trace route and/or a set of pings would be helpful) If Local IT cannot resolve, call the Help Desk at (207) 438-1690 or email <a href="mailto:usn.pnsy.navsealogcen.mbx.ptsmh@us.navy.mil">usn.pnsy.navsealogcen.mbx.ptsmh@us.navy.mil</a></td>
</tr>
<tr>
<td>SPRS is unavailable</td>
<td>SPRS may be running a batch job which typically run between 2300 and 0200 GMT</td>
<td>If outside batch job timeframe, email <a href="mailto:usn.pnsy.navsealogcen.mbx.ptsmh@us.navy.mil">usn.pnsy.navsealogcen.mbx.ptsmh@us.navy.mil</a></td>
</tr>
</tbody>
</table>

* When local network engineers are involved, a trace route or a set of pings or both would be very helpful to have when calling.

**NOTE:** When emailing it is helpful to include the web browser, URL, PIEE user id, and screenshots of the issue.
APPENDIX C :  MENU ITEMS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Govt Home</td>
<td>Opens SPRS web landing page for resource tools</td>
</tr>
<tr>
<td>Logout</td>
<td>Returns the user to the SPRS Government Main Page</td>
</tr>
<tr>
<td></td>
<td>Used to log out of SPRS</td>
</tr>
</tbody>
</table>

**COMPLIANCE REPORTS**

<table>
<thead>
<tr>
<th>NIST SP 800-171 Assessment</th>
<th>Enables authorized users to enter results and DoD to assess a contractor's implementation of NIST SP 800-171</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSS Restricted List</td>
<td>Allows users to view the NSS Restricted List</td>
</tr>
<tr>
<td>Section 841 Identifications List</td>
<td>Provides SPRS users an up-to-date list of vendors that have active identifications under FY15 NDAA Sec 841</td>
</tr>
<tr>
<td>Vendor Threat Mitigation</td>
<td>Vendor Threat Mitigation (VTM) is the process to assess and mitigate risks posed by vendors supporting DoD operations outside the United States</td>
</tr>
</tbody>
</table>

**RISK ANALYSIS REPORTS**

| Supplier Risk | Supplier Risk Score and the data that comprises it |
| Item/Price Risk | Standalone way to view detailed Item Risk |
| Market Research | Acquisition community tool. Combined report integrating the historical Item/Price Risk and Supplier Risk information with previous buys of a specific item |
| Procurement Risk Analysis | Combined report integrating the historical Item/Price Risk and Supplier Risk information associated with bid responses |
| Supplier Surveillance | Tool to focus on vendors supplying particular items |

**PERFORMANCE REPORTS**

<p>| Summary Report | Allows users to view records used to score vendor quality, delivery and Supplier Risk |
| Solicitation Inquiry | Allows users to compare summary and detailed reports. Optionally the user may select to indicate which contractor received the award |
| Edit Existing Solicitation | Allows users to search previously entered Purchase Order or Solicitation Number to edit or update |
| Solicitation History | Allows users to retrieve the results of solicitation inquiries that were previously saved. |
| Enhanced Vendor Profile | Provides detailed, up-to-date supplier profile information on all current DoD vendors supported, by CAGE |
| Detail Report Pos/Neg Records | Displays the same individual records found in the Summary Report for a particular CAGE or CAGE/Supply Code |</p>
<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>combination, organized into simple Positive or Negative reports</td>
<td></td>
</tr>
<tr>
<td>Supply Code Relationship Report</td>
<td>Identifies the current data integrity relationships between FSC/PSC to NAICS and NAICS to FSC/PSC supply codes.</td>
</tr>
<tr>
<td>Data Report Search</td>
<td>Allows the user to review the data reports used in SPRS scores.</td>
</tr>
<tr>
<td>Feedback/Customer Support</td>
<td>Allows users to provide suggestions to improve the application</td>
</tr>
</tbody>
</table>
This page intentionally left blank.