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DCMA

DEFENSE CONTRACT MANAGEMENT AGENCY

Information for Customer Users

Presented By:

Delivery Schedule Manager

DSM Team

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A team of trusted professionals delivering value to our Warfighters throughout the acquisition lifecycle



This information is intended to compliment the Web Based Training (WBT) developed for the Delivery Schedule Manager (DSM) application.

WBT will be available in PIEE upon deployment at:

<https://pieetraining.eb.mil/wbt/>.

The DSM application is a communication method for DoD users and intended to be used by the contracting activities listed in PGI 202.1, Definitions.

Users will have an option from three roles: Customer, View Only and Standard (DCMA only). Options on the Dashboard will vary based on use as a procurement, administrative or viewing user.

DoD contracting activities will have Customer Request action options and DCMA personnel will have the options to enter Customer Requests on behalf of an activity **and** issue Delay Notifications, as required.



DCMA announced development of the CMT tool on 29 June 2023:

The DCMA Functional Information Resource Management (FIRM) Center is actively working to build out replacement functionality for the Contract Management Team (CMT) eTool application, which most notably serves as a directory for connected systems. The new tool will reside in the Procurement Integrated Enterprise Environment (PIEE) within the Electronic Data Access (EDA) functionality and will be known as Award Management Team (AMT).

The expected release is November 2023.



The DSM application includes the capability below:

- Search for contracts
- Enter Customer Requests and Delay Notices
- Status reflected for each action
- Contract hyperlink to view summary of contract data
- Toggle feature between EDA and SDW
- Kibana as the reporting functionality – Users will have access to 8 reports and can create their own
- Resolve feature
- Delivery Forecast – contracts scheduled to be delivered for the next 30 days

Web-based training has been created to instruct using the app.



The DSM application screens in PIEE will appear visually different from DSM in eTools.

The Contract Management Team (CMT) eTool will not interface with DSM in PIEE upon release, necessitating a temporary workaround while CMT is being developed to interface with DSM.

Customers will need to apply and/or maintain access to DSM in eTools for availability of the “Contract Viewer” and “Contract Management Team View (CMTView)” in eTools when it is necessary to locate any of the DCMA administrative teams.



Delivery Schedule Manager

Welcome to Delivery Schedule Manager. This eTool provides two-way trackable communication between DCMA and our customers, concerning contract delivery and information.



When determining a DCMA contract member point of contact for a contractor, it is suggested that the CMTView be used. Users should search by contract number and a listing of the contract management team assigned should be returned. You can then search for the Industrial Specialist, Contract Administrator and Administrative Contracting Officer. This approach should help to prevent “selecting all” of the Industrial Specialists for the DoDAAC.

For information only: The following is a partial listing of contract management team members’ role and series.

- Administrative Contracting Officer - 1102
- Contract Administrator - 1102
- Industrial Specialist - 1150
- Quality Assurance Specialist - 1910
- Packaging Specialist – 2032
- Traffic Management Specialist- 2130
- Transportation Specialist - 2101



The DSM icon will appear after approval by the supervisor and Government Account Manager (GAM).

Customer Requests and other actions can be performed after access is granted.



Registration for DSM in PIEE



Application for the correct role is imperative, personnel located at the:

- Issued By must register as the Customer User or View Only
- Admin By must register as Standard User or View Only

If Customer Users are responsible for multiple Location Codes, the tool should allow registration for additional codes

The tool should also auto-populate the users' Location Code from the profile.

PIEE 6.16.0 Procurement Integrated Enterprise Environment

My Account Help - User: Regina Schauer Status: Active Logout

Last Successful Login Date: 2023/04/04 17:39:23 UTC

User ID: DCMACustomerDSM

Roles

Step 1. Select the appropriate Application from the list below

Step 2. Select One or More Roles from the list below (Ctrl+Click)

Step 3. Click 'Add Roles'

Step 4. Fill out the required information for the applicable applications

Roles Summary

Application	Role	Location Code Type	Location Code *	Extension	Group	Find My GAM	Action
DSM	DSM - Customer User	DoDAAC	FA8122	N/A	FA8122 AFSC PZAAB - FA8122	Admin Lookup	Group Lookup Delete
DSM	DSM - Customer User	DoDAAC	SPE4A7	N/A	DLA AVIATION - SPE4A7	Admin Lookup	Group Lookup Delete
DSM	DSM - Customer User	DoDAAC	SP0400	N/A	DLA AVIATION - SP0400	Admin Lookup	Group Lookup Delete
DSM	DSM - Customer User	DoDAAC	SPETA6	N/A	DLA OKLAHOMA CITY - SPETA6	Admin Lookup	Group Lookup Delete
DSM	Group: DSM - Customer User	Group	N/A	N/A	DLA AVIATION	Admin Lookup	Group Lookup Delete

Showing 1 to 5 of 5 entries

Tip: If you need access to any other applications, Repeat Steps 1 to 4 again

Tip: You can view a list of all PIEE roles and their descriptions and functions in the PIEE Role List Matrix.



If a user applies for an incorrect role or DoDAAC, contact must be initiated to the GAM to request that the role be archived

If it is a conflicting role, you cannot apply for another role until the incorrect role is archived (A conflicting role is a Customer and Standard User role in lieu of two of the same role)

The user will then need to initiate a new request with the correct information for approval by the supervisor and GAM



Searching for contract numbers:

Procurement Instruction Identification (PIID) compliancy – The DSM application is PIID compliant, however, **MOCAS** is not. The new tool will allow for the legacy and new contract structure. If the contract number is entered in the “Contract Number” field and there is no return data, users will need to enter the number in the “Delivery Order” field.

Tip: If an “F” is the 5th digit from the end, use delivery order number field.



- Responses are entered on a separate tab
- Attachments can be uploaded
- “Toggle” feature
- “Archive” feature
- “Resolve” feature

Use of Resolve feature:

Customers can use the Resolve feature when DCMA contract management teams provide necessary information on Customer Requests or Delay Notifications. Using the Resolve feature will alert DCMA that no additional information or action is required.

The Resolve feature can also serve as validation that information received was satisfactory and will be used appropriately for decisions on paths forward.

The Resolve feature should not be used to resolve errors made on distribution lists or other reasons. If used inappropriately, it will make actions appear negatively for DCMA and as if there was a failure to perform required actions prior to resolutions.



The DSM Team is aware that there are data migration issues, possible contributors, not limited to:

- Variations with naming of data fields in SDW, MOCAS, DSM
- PIID compliancy – DSM includes the feature, where MOCAS is not
- Impact from consolidation of CMOs



DCMA recently disestablished and established two CMOs by consolidating offices:

DCMA Southern California includes former DCMA Los Angeles, Carson and Santa Ana

DCMA Southeast includes former DCMA Hampton, Atlanta, Orlando and St. Petersburg

Modifications were required to be issued by DCMA which identify DCMA as being the “Issued By”.

Data migration will be impacted because the contracts included in the modification will not reflect the contracting activity DoDAAC.

When searching for workloads, the return data may not be retrieved for the requested DoDAAC.



There may be impacts related to modifications issued by DCMA to consolidate the CMOs. Since DCMA issued the modification, the Issued By code will be reflected as the DCMA DoDAAC.

In that instance, when a delay notice is initiated to a contracting officer or representative, an email notification with link will be received and able to be opened. The link will take the user into PIEE. The action will not appear on the user's dashboard where communication can continue.

If additional information is needed, the customer representative should contact the contract management team member that is listed in the "To" line and request information via email.

As users continue to enter Customer Requests or Delay Notifications in the tool, the impact will lessen or become over-ridden.



DSM Application Demonstration



- Delivery Schedule Manager Public Site
- Dashboards
- Delivery Forecast
- CMTView (Customers should have a contract number, CAGE & DoDAAC available for searching)
- Initiating a Customer Request
- Response to the Customer Request
- Initiating a Delay Notice
- Request for additional information on a Delay Notice
- Response tab
- Toggle feature
- Resolve action

*This is a live demonstration when sessions are conducted.



- A DSM Inbox has been established for general questions or process related issues: dcma.lee.hq.mbx.piee-dsm-centralized-inbox@mail.mil.
- IT related issues or questions on functionality of the PIEE DSM application must be forwarded to the PIEE Help Desk: disa.global.servicedesk.mbx.eb-ticket-requests@mail.mil.
- Delivery Schedule Manager site on the DCMA Home Page (content uploaded as developed): [DSM \(dcma.mil\)](https://dcma.mil/dsm)
- DSM PIEE User Role List
<https://pieetraining.eb.mil/wbt/xhtml/wbt/portal/overview/PIEERoleList.xhtml>
- Web Based DSM Training
<https://pieetraining.eb.mil/wbt/xhtml/index.xhtml>