

January 9, 2012 Meeting Notes

Agency Procurement Vendor Data Standards Meeting

1. Two new requisition header fields

The two requisition header fields, the procurement transaction type and the agency header pick 6 field, are being implemented the night of January 26. The order export file created on the morning of January 27 will have the new fields. All import files sent to eVA starting January 27 should accommodate the new fields. Integration transactions on January 27 will include the new fields.

2. Reports & Documents transitioning to Report and Resource Center

Reports and documents under the Reports & Documents link (Viador software) will be transitioned to the new Report and Resource Center link (LogiXML software). The exact date for the decommissioning of the Reports & Documents link is not final yet but it is coming soon. Users should not have to take any actions related to this transition. If you currently have access to the Technical page under Reports & Documents, you will be set up to have access to similar information within the Report and Resource Center.

3. Vendor Standard Name

- a. DPS and DOA have been meeting and there are no significant changes since the last agency meeting. As said in prior meetings, eVA will NOT maintain a CARS suffix on the payment address record. eVA will maintain a sequence 'number' on the vendor location standard name.
- b. Generally, the vendor location standard name that is the same as the primary TIN name will be assigned a name sequence number of 00
- c. Vendor location standard names that are trade as names will have sequence numbers assigned in a pattern such as A1, A2..A9, B1...etc.
- d. DOA will ask eVA to initially assign sequence numbers that do not follow that pattern for some existing vendor location standard names. Going forward, all sequence numbers should follow the standard pattern.
- e. The vendor flat files (030 and 030x files) have the same layout as on the Oct 17 spec document posted on the eVA Vendor Data Standards Support page. The only real difference is that sequence numbers will be A1, A2, etc. instead of 1A, 1B, due to some existing data in CARS with suffixes of 1A.
- f. The Oct 17 spec document is still posted on the eVA Vendor Data Standards Support page. A new clean January 1, 2012 version (with track changes accepted and a few other minor wording changes) without a compliance date is also posted there.

- g. The integration vendor XML document has been posted on the eVA Technical page. We will post changes to the vendor web services documentation shortly.
- h. eVA sends vendor information to CARS, but it is a subset of the eVA vendor data. eVA does not send data for foreign vendors, government vendors, or vendors whose name has not been verified with the IRS.
- i. Version 10 of the import/export record layout which includes the VLIN and Registration Type Code has been posted to the eVA Technical page. We will be posting the integration requisition XML and order XML shortly.
- j. DPS will be meeting with CGI this week to talk about the design of adding the vendor location standard name sequence number to eVA and the possible implementation date. The changes for state entered vendors and the vendor location standard name sequence number should be implemented at the same time. It will be no sooner than the end of April but the date is not yet determined. Agencies please let Marion know an estimate of how much testing time you think you will need.
- k. DOA is working on a memo to the agency fiscal officers about what to do when the invoice name is not in eVA as a standard name. Once that memo is sent out, it will be posted on the eVA Vendor Data Standards Support page and on the DOA website.
- l. DPS is working on a communication to the agencies about what they are doing and not doing with W9 forms. We will provide that as soon as it is available.

Please email questions to Marion Lancaster at Marion.Lancaster@dgs.virginia.gov. The next meeting is scheduled for January 23. A new meeting schedule is posted on the eVA Vendor Data Standards Support page.