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Subject: GSA BAAR Project Phase 2 and VCSS

The U.S. General Services Administration (GSA) continues its phased implementation of the Billing and Accounts Receivable (BAAR) project. BAAR is an enterprise-wide effort to modernize and standardize GSA's billing and accounts receivable business processes and technology, ensuring compliance with Treasury, OMB, and security guidance.

Central to BAAR is the new Vendor and Customer Self Service (VCSS) website through which GSA's customers can access, query, and download GSA billing data. BAAR Phase 2, scheduled for 2013, will include migrating customers of Reimbursable Work Authorizations (RWA), the Heating Operations and Transmissions District (HOTD), GSA Global Supply, and others to the VCSS website to receive GSA bills and billing data. For a full list of business lines please visit the BAAR website: www.gsa.gov/baar.

Key changes that may impact your agency as a result of the BAAR implementation include:

- GSA will no longer send paper bills by mail or electronic billing files by email or file transfer protocol (FTP). All agencies will be able to access and download billing and collection data electronically through the VCSS website.
- If appropriate information is available, VCSS accounts will be established automatically for registered users of current GSA billing systems. Other users will be able to establish their VCSS accounts after BAAR implementation.
- GSA will standardize data population in the Treasury Intra-Governmental Payment and Collection (IPAC) files.

BAAR provides several benefits to GSA's customers, including:

- Moving from paper to electronic billing: This modernization increases the timeliness of bills and reduces environmental footprint.
- Improved bill and statement formats: GSA bills will have standard, easier-to-read formats across business lines providing detailed information.
- Consolidation of current GSA billing systems into one website: With the implementation of the final phase of BAAR (Phase 3), all GSA billing information will be available from a single website, VCSS.

Making BAAR a success requires the support of GSA's customers. To ensure GSA's customers are informed, we will be sending additional communications and information over the coming months. Please forward this email, and any other communications, to other colleagues for whom this information is relevant. Additional information is available at www.gsa.gov/baar.

We look forward to working with you as we continue to modernize GSA's billing, accounts receivable, and collection functions. If you have questions about BAAR Phase 2, please email baar@gsa.gov.