

From: **GSA BAAR Project** <[baar@gsa.gov](mailto:baar@gsa.gov)>  
Date: Thu, Apr 17, 2014 at 8:38 AM  
Subject: Important Reminders From The GSA BAAR Team

In January 2014, GSA completed Phase 2 of a three-phased transition to the Vendor and Customer Self Service (VCSS) website for bills, statements and billing data. VCSS has fully replaced paper bills, BillView and WebBill for the following GSA Business Lines:

- GSA Fleet
- Reimbursable Work Authorizations (RWA)
- Customers in Washington, D.C., receiving steam and chilled water through the Heating Operation and Transmission District (HOTD)
- GSA Global Supply
- AutoChoice

Please review the table below to find information on accessing your historical invoices and current bills.

<b>GSA Business Lines</b>	<b>Historical Invoices</b>	<b>Current Bill Availability</b>
GSA Fleet	- All historical invoices processed through August 2011 (mailed and posted) are available in <a href="#">WebBill</a> .	- Bills processed after August 2011 are available in VCSS. - Bills will be posted in VCSS no later than the <b>12<sup>th</sup></b> of each month.
RWA and HOTD	- All historical invoices processed through July 2013 (mailed and posted) are available in <a href="#">BillView</a> .	- Bills processed after July 2013 are available in VCSS. - Bills will be posted in VCSS no later than the <b>23<sup>rd</sup></b> of each month.
GSA Global Supply & AutoChoice	- All historical invoices processed through January 2014 (mailed and posted) are available in <a href="#">WebBill</a> .	- Bills processed after January 2014 are available in VCSS. - Bills will be posted in VCSS no later than the <b>6<sup>th</sup></b> and <b>21<sup>st</sup></b> of each month.

For questions about VCSS, contact the Financial Systems Service Desk at [1-866-450-6588](tel:1-866-450-6588) or [OCFOServiceDesk@gsa.gov](mailto:OCFOServiceDesk@gsa.gov). The Service Desk hours are 7:30 a.m. to 7:30 p.m. ET, Monday-Friday, excluding Federal holidays.

The GSA Billing and Accounts Receivable (BAAR) Team