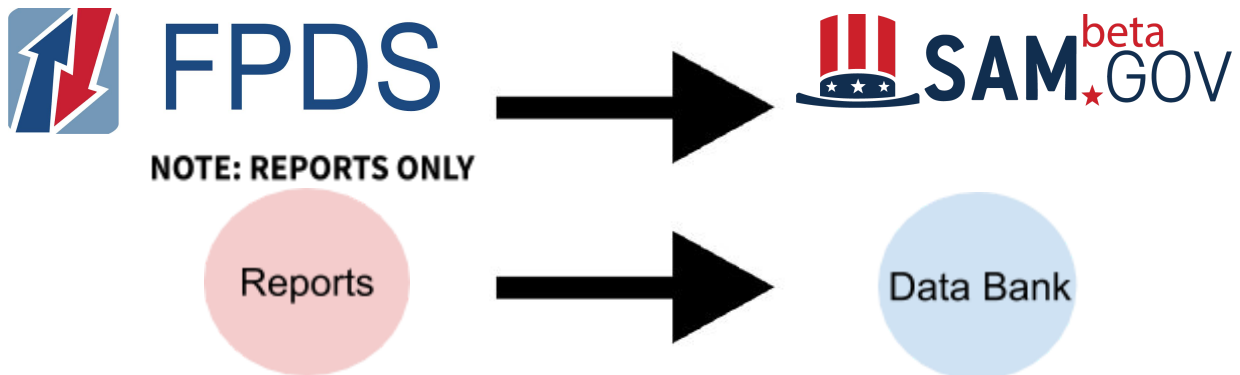
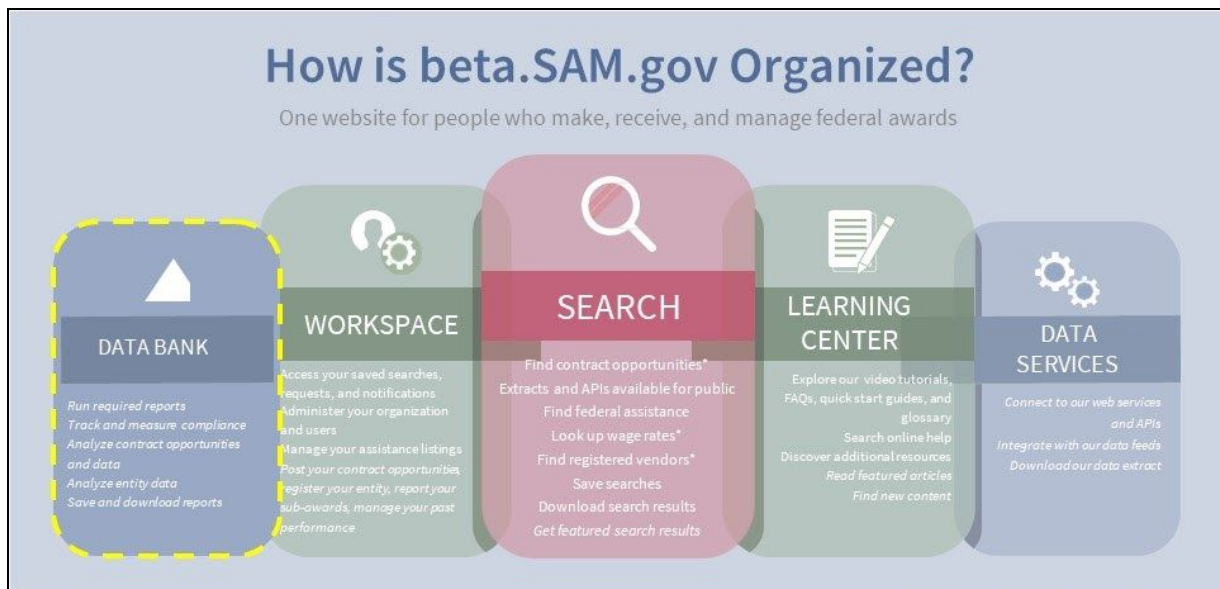


FPDS Reports Function Transitioning to beta.SAM.gov

The Federal Procurement Data System (FPDS) is one of the systems maintained by GSA’s [Integrated Award Environment](#) (IAE) that is used to navigate the federal acquisition lifecycle. One of the most common user activities on FPDS is running reports that provide a range of federal procurement data, called “FPDS reports.”

This reporting function is transitioning to beta.SAM.gov’s [Data Bank](#) on March 16, 2020. **Only the reports function is transitioning**--the rest of FPDS functionality (search, agency data entry, data extracts, etc.) will remain at FPDS.



Those who use FPDS to run **administrative, standard, or static reports** do not need to take any action; these reports will transition to beta.SAM.gov.

If you use FPDS to create and run **ad hoc reports** (user-created reports), here is what you need to know:

Between February 1 and March 15, 2020, GSA is converting ad hoc reports that meet certain criteria into the new reporting tool on beta.SAM.gov. Note that GSA expects approximately 75 percent of ad hoc reports that meet the criteria to be successfully converted. The criteria for ad hoc report conversion is:

- The existing report must have been **created and run by January 31, 2020**
- The existing report must have been **run at least once since January 1, 2019**

If your ad hoc report was not created and/or run on or between January 1, 2019, and January 31, 2020, **it will not be automatically converted** to the new ad hoc tool in beta.SAM.gov.

Ad hoc report users can take action until March 15, 2020, to document saved ad hoc reports currently in FPDS. While this is not mandatory, it may make it easier for users to recreate their saved reports in beta.SAM.gov using the new reporting tool after March 16.

Follow these steps to make a record of your ad hoc reports:

1. Login to www.fpds.gov.
2. Click on **Ad Hoc Reports** to load the **Ad Hoc page**.
3. Click on **Personal Folder** to load your Ad Hoc reports in the right up panel.
4. Find the ad hoc report you want to back up, and click on it.
5. After this ad hoc report shows up in the right down panel, click on Edit to open the Create Report page.
6. Take screenshots to catch the info such as attribute names, filters, rankings, layout, etc. Keep these screenshots as reference for recreating this ad hoc report in beta.SAM.gov when it goes live.
7. Repeat from step 3 to back up any ad hoc reports that you wish to capture.

Improvements to Reports in beta.SAM.gov

Users of ad hoc reports will see the most change with the transition to beta.SAM.gov. We're moving to a new business intelligence tool to create and manage ad hoc reports, allowing for more robust reporting across all beta.SAM.gov domains.

Key improvements include:

- Increased maximum number of rows returned from 30,000 to 150,000 rows in each report
- Increased maximum number of years of reportable data from 5 years to 12 years
- Additional data fields available for creating ad hoc reports
- Tools to easily share your ad hoc report structure, such as attributes and filters, with others
- Provision of the Report Builder — a “wizard” to help create a new ad hoc report
- Intuitive tools to build, save, and share your reports
- Learning Center with videos, FAQs, a glossary, and quick start guides

Standard, Static, and Administrative Reports

After the transition, you can use the [Data Bank in beta.SAM.gov](https://beta.SAM.gov) to run all of the reports you used to run in FPDS.

Static reports will not change. No login or user role is necessary to view these reports; users can't modify or change the report format or attributes.

To view **standard or administrative* reports** on beta.SAM.gov, you will need a login.gov account. To create one, use the same email address you used to sign in to FPDS, and follow instructions on the [Login.gov Quick Start Guide](https://Login.gov).

Saved standard and administrative report parameters will not be transferred in this transition. You can reset and save report select parameters (ex. department ID, dates, etc.) in standard and administrative reports and report criteria in beta.SAM.gov.

Background on the Transition

Beginning on February 1, 2020, we'll begin transitioning ad hoc reports to the new tool.

On March 16, 2020, the new reporting tool will go live on beta.SAM.gov. During the transition, FPDS will remain the authoritative source for award reports data. Any new ad hoc reports created between February 1, 2020, and March 16, 2020, will not be transferred to the new reporting environment.

Give Us Your Feedback on the Transition

The process of building beta.SAM.gov is a collaborative effort among the IAE team, our users, and our stakeholders. This remains true with the transition of the reports capabilities from FPDS. Test out the system and let us know how it's going.

- Go to beta.SAM.gov, browse the site, and try out the search capabilities
- Use the help section on beta.SAM.gov ([in the Learning Center](#))
- Keep up-to-date about the latest news and information regarding the transition of IAE systems by subscribing to our [IAE Interact Community](#)
- Provide your comments and suggestions using the Feedback button on beta.SAM.gov



Provide Feedback
What you think matters!

*To view **administrative reports**, you must be a federal employee and have an administrative role assigned to you in the Contract Data domain. You may request a role in your beta.SAM.gov account.