Local Telecom Service and WITS Customers,

The U.S. General Services Administration (GSA) is completing the final phase of its three-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. An important component of BAAR is the Vendor and Customer Self Service (VCSS) website through which GSA’s Local Telecom Service and WITS customers can access and query billing data.

BAAR Phase 3 will be implemented in four separate waves. Wave 3.4 will be completed in February 2016 and will implement Local Telecom Service and WITS within the Federal Acquisition Services (FAS) Integrated Technology Services (ITS) Business Line. For the full Phase 3 schedule, visit the Schedule by Phase page (http://www.gsa.gov/portal/content/246401) on the BAAR website.

Local Telecom Service and WITS customers will continue to have access to e*Bill to download Summary and Detailed billing statements. Key changes that might affect your agency include:

- **VCSS will be an additional option to e*Bill for viewing Summary billing information.** Customers can also access VCSS to view and run queries on summarized billing data, collections, and to dispute bills; this queried data can be easily exported into CSV files.

- To access VCSS as an additional option to e*Bill for viewing Summary billing information, users will need to pre-register their account codes on VCSS Account Code Registration Website (http://vcssaccountcodes.ocfo.gsa.gov/Default.aspx).

- Users will need to be aware of updated data mapping for the Treasury Intra Governmental Payment and Collection (IPAC) files. This information will be communicated at a later date.

To keep GSA’s customers informed, we will send additional communications in coming months, detailing next steps or required actions. Please forward this email to other colleagues who would find this information relevant. Additional information on BAAR Phase 3 is available at www.gsa.gov/baar. Customers who would like to be included in BAAR communications or those who have questions should email baar@gsa.gov.