G-Invoicing
Constructive Order Acceptance (COA)
Version 1.0.2 – December 11, 2023

Constructive Order Acceptance (COA)

Objective:

- G-Invoicing to accommodate GSA Rent by offering COA
  - Seller to supply <u>all</u> required Order data, but buyer has opportunity to approve/reject
  - Support other business applications with a similar use case

Changes needed:

1. Partners choose Business Application "COA" on GT&C   *New concept*
2. New validation rules applied to Seller Facilitated Orders (SFO)   *New rules*
3. Build the COA feature to open Orders after 7 days   *New concept*

What's not changing:

- SFO process flow (aka, State Diagram)
- Requesting Agency may provide all their SFO data elements
- Requesting Agency given opportunity to approve Orders
- Requesting Agency may dispute the charges
- Requesting Agency closes all Orders

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General Terms and Conditions

- New data element: **Business Application** on GT&C   *New concept*
  - "BizApp" allows G-Invoicing to apply conditional logic to govern GT&Cs and Orders without having to add new data elements to the GT&C
  - Example: BizApp = 'Constructive Order Acceptance'
    - COA Days = 7
    - Order Originating Partner Indicator (on GT&C) = Servicing, and cannot be changed
    - Assisted Acquisition Indicator (on GT&C) = No, and cannot be changed
  - BizApp benefits:
    1. Allows the GT&C to focus on traditional 7600A business data
    2. Add new features without impacting FIDS, PDF, CSV, XML, etc.
    3. Less effort for ERP solutions to keep pace with new G-Invoicing features
    4. System controls (e.g., COA Days) are accessible but not burdensome
    5. Will allow certain conditional logic to be adjusted without a release (e.g., defaults)
    6. Eliminates brokering of non-negotiable terms and conditions (e.g., OOPI = S)
    7. Improves visibility of validation rules (now located in documents)
    8. Supports roll-up reporting by BizApp type (e.g., COA, EZ)
    9. Easier for Production Support to trouble-shoot conditional rules

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Changes to GT&C and Order

- Add Business Application (BizApp) to GT&C *New data*
  - Affects FIDS, SM&VR, UI, Notification, PDF, CSV and XML
- Validation Rules to accommodate Constructive Order Acceptance
  - Order Originating Partner must be Servicing (SFO) *New rule*
  - FOB Point must be 'Source' *New rule*
  - Bona Fide Need, etc. may be supplied by Servicing Agency *New rules*
  - Requesting TAS may be modified by the Servicing Agency *New rule*
  - Include BizApp on Order e-mail Notification *New info*
- Requirements for Constructive Order Acceptance *New feature*
  - Orders will automatically move to open status
    - Wait seven full days after creation
    - No action if already fully approved/rejected by Requesting Agency
    - Requesting approver data will indicate COA accomplished by G-Invoicing
    - System rejects Order if required data not provided
  - COA applies to both new and modified Orders

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Billing for BizApp COA (GSA Rent)

- **No changes** to current Performance functionality
- For rent, GSA will submit Delivered/Performed once the Order is approved
  - Performance Quantity will equal the Schedule Quantity
  - Performance Quantity may represent summarized amount
  - GSA will post detail charges on *Rent on Web*
- Requesting Agency optionally submits Received/Accepted
  - Same quantity to confirm the amount settled
  - Different quantity to dispute the amount settled
- Adjustments may occur, possibly years later
  - Orders may have to be reopened via Modification (initiated by GSA)
  - Adjustments must be charged to an open Accounting Period

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Implementation Details

- The following slides document what needs to be changed in published G-Invoicing specifications in order to implement this new feature

- Implementation details are provided so that:
  - Product Owner(s) can confirm detailed business requirements
  - Development team(s) can visualize changes needed to support new features

- At this time, we cannot predict when development of this feature will begin, when it will be released into QA or Production, or in which release it will be included

- When the time comes to begin work on this feature, these details will be added to the specifications, a release will be targeted, and API specifications will be republished

- One of the implementation details described below is a move from XML to JSON payloads for APIs involving GT&Cs, Orders and Performance
  - Future (post-mandate) APIs will only support JSON payloads

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Changes to GT&C FIDS and SM&VR

- GT&C Federal Intragovernmental Data Standards
  - Business Application   *New data element*
    - A particular product line or type of operation, typically documented on an agreement between two business partners, and used to control attributes of that agreement and/or characterize transactions occurring under that agreement.
    - bizApp (JSON); type string; max length 100 characters
    - Updated via Modification; N/A if Orders exist
- GT&C System Mapping and Validation Rules
  - Business Application allowed values:
    - Standard
      - Apply GT&C validation rules as currently published
    - Constructive Order Acceptance
      - Order Originating Partner Indicator set to Servicing and cannot be changed
      - Assisted Acquisition Indicator set to No and cannot be changed

    Note: There will be other BizApp values, but they are described in other feature specifications

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Changes to Order SM&VR

- Servicing Agency may supply all required data elements for SFO, including:

  - Bona Fide Need

  - Requesting Agency Object Class Code

  - Requesting Agency Additional Accounting Classification

  - Requesting TAS + BETC (for modifications too)

- New validation rules for BizApp = COA:

  - FOB Point must be Source

  - Assisted Acquisition Indicator must be No

- No changes to Order FIDS

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Changes to Push Order API

- Appendix D: Constructive Order Acceptance (COA)   *new Appendix*

  For specific Business Applications and under certain conditions, the G-Invoicing system will move an Order to open (REC) status to support timely billing by the Servicing Agency

  - Conditions upon which to constructively accept an Order:
    - COA Days (an attribute of the Business Application selected on the Order's GT&C) is numeric (0-n)
    - Order is in SP2 (shared with partner 2) or P2A (pending partner 2 approval) status
    - The full number of COA Days have elapsed since the Order was last put into SP2 status by the Servicing Agency
    - All required data is valid, otherwise the Order will be rejected by the System
      - Rejection Reason – Constructive Order Acceptance failed due to missing required fields

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Changes to Push Order API (cont.)

- Appendix D: Constructive Order Acceptance (cont.)
  - COA takes place shortly after midnight (Eastern Time)
    - Notifications are sent, showing approved or rejected Order
    - Last Updated Date/Time is refreshed so agencies know to pull the updated Order
    - Business Transaction Identifier is updated to ensure agencies have latest version
      - If an agency submits an approved Order with an outdated BTI, that request will result in an error
  - Constructively accepted Orders will have the following characteristics:
    - Status = 'REC' (open)
    - Any missing approval date will be set to the current date
    - Any missing approver name will be set to 'System'
    - Any missing approver title will be set to 'Constructive Order Acceptance'
    - Any missing approver e-mail address will be set to 'ginv-no-reply-(environment)@mail.twai.gov'
    - Any missing approver phone number will be set to '0000000000'

  Note: There are two approvals required for each partner (i.e., program and funding officials). COA will supply the missing data for one or both Partner 2 approvers.

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Other Changes to External APIs

- API Payloads
  - All new (post-mandate) API versions will carry JSON payloads
  - New data elements supporting new (post-mandate) features will <u>not</u> be added to XML schemas
  - Current (pre-mandate) API versions using XML payloads will be supported until either:
    1. all clients have migrated to new versions, or
    2. end-of-life date has been reached (following announcement and waiting period)
- Business Application (BizApp) will be only be available in JSON format
  - Pull GT&C API version 3_0   *new API version*
  - For rent, GSA's customers on older API version are at a <u>slight</u> disadvantage
    - They will only be able to see that BizApp is 'Constructive Order Acceptance' in G-Invoicing's user interface
    - GSA Rent GT&Cs are otherwise recognizable by the Servicing Agency, title, Requesting Agency tracking number (aka, occupancy agreement), etc.
    - Their system may not expect GSA to supply Bona Fide Need or Cost Center

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Other Changes (not related to APIs)

- GT&C User Interface
  - BizApp will be added to UI under Header/Detail
  - Provide option to display attributes of a Business Application (BizApp)
    - For example, for Constructive Order Acceptance:
      - COA Days = 7
      - Order Originating Partner Indicator = Servicing
      - Assisted Acquisition Indicator = No

- Add new BizApp data element to:
  - Print GT&C (PDF)
  - GT&C Exports (CSV)
  - Performance Report
  - GT&C and Order Notifications

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Version History

v0.4	10/15/2021	TBD	Renamed as Constructive Order Acceptance (not GSA Rent)
v0.5	10/25/2021	TBD	Following GSA/CGI review. Added version history.
v0.6	11/2/2021	TBD	Added info on Notification, based on feedback from Target-13 workgroup
v0.7	12/2/2021	TBD	All vendors agreed to JSON for future API payloads
v0.8	12/21/2021	TBD	Clarified some rules and posed question on feature management
v1.0	1/10/2022	TBD	Minor wordsmithing. First published version on G-Invoicing website.
v1.0.1	2/8/2022	TBD	Clarified that Last Update TS and BTI are updated with COA
v1.0.2	12/11/2023	5.1	Updated Requesting data that Servicing Agency can provide, removed the 6am time requirement, changed the Rejection reason text, updated email and phone text if they are not supplied

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