

User Reference Guide

Part 2: Data Bank Contract Data (FPDS) Static Reports

(Revision 1.1)

Revision History

Revised on	Version	Description
02/07/2020	0.1	Baseline
03/11/2020	1.0	Release version
08/06/2020	1.1	Data Refresh

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Overview

The purpose of this document is to provide guidance for Data Bank Contract Data (FPDS) Static Reports.

Static Reports have been prepared on a fiscal year basis for the public and aggregate data across the Federal Government. These reports are available for download.

User Guides for other types of reports are provided as separate documents.

The Contract Data (FPDS) reports include 4 groups below:

1. Standard Reports
2. Administrative Reports
- 3. Static Reports**
4. Ad Hoc Reports

The corresponding videos, and other help resources are located in the Learning Center of beta.SAM.gov. Contract Data is the domain for FPDS (Federal Procurement Data System) information.

About Static Reports

There are currently four types of static reports for Contract Data represented in the Data Bank section.

1. National Interest Action/ Other Reports:

This report provides multiple views of contracting actions by National Interest Action (NIA). NIAs are used to categorize procurement actions related to emergency or contingency responses or other nationally significant events.

2. Small Business Goaling Reports

A Department level report that displays Small Business data for a specified date range by Funding/Contracting Agency.

3. Top 100 Contractors Reports

The top 100 contractors Report contains an individual report across federal government-wide data and reports by the Department.

4. Federal Procurement Reports

The Federal Procurement Report data can be used for geographical analysis, market analysis, and analysis of the impact of the congressional and presidential initiatives in socio-economic areas such as small business. The data is also a reliable basis for measuring and assessing the impact of Federal acquisition policy and management improvement.

Data Refresh:

- **NIA/Other reports** : Data refresh is done on every Thursday of the week. The exception are:
 - **COVID-19** : Data refresh is done on every Monday and Thursday of the week
 - **Recovery Report and Recovery Data Reports**: are static reports and no refresh is done.
- **Small Business Goaling report**: Refreshed annually with Small Business Administration instruction.
- **Top 100 Contractors Report**: Refreshed annually.
- **Federal Procurement Reports**: No data refresh

Accessing Static Reports

Users can access Static Reports without registering or logging in.

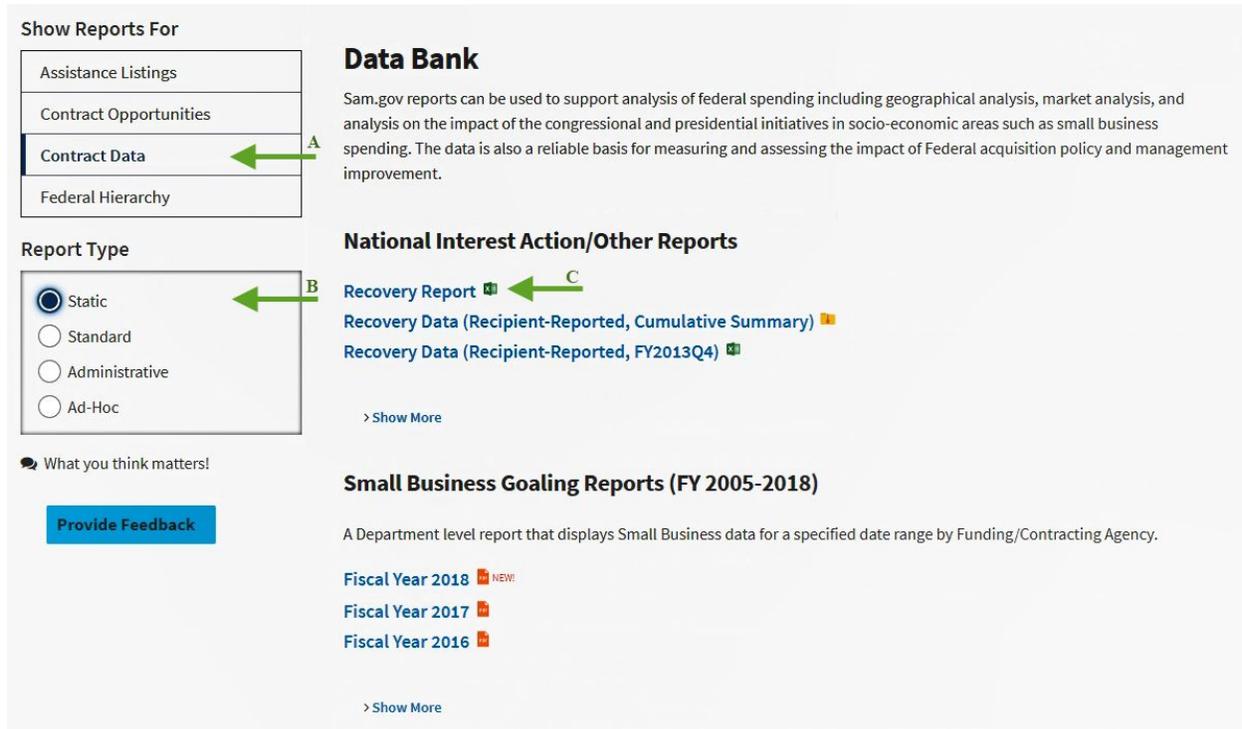
Follow these steps in order to access Static Reports:

1. Navigate to: <https://beta.sam.gov/>
2. Navigate to the Data Bank page by clicking the hamburger menu, then click on the **Data Bank** icon.



The Data Bank Home Page - Static Reports

Navigate to the Contract Data Static Reports page by selecting *Contract Data* and then *Static* in the left menu.



The screenshot shows the SAM.gov Data Bank interface. On the left, there is a navigation menu with two sections: 'Show Reports For' and 'Report Type'. In the 'Show Reports For' section, 'Contract Data' is highlighted with a green arrow labeled 'A'. In the 'Report Type' section, 'Static' is selected with a radio button and a green arrow labeled 'B'. On the right side of the page, under the 'Data Bank' heading, there is a list of reports under the 'National Interest Action/Other Reports' section. The first report, 'Recovery Report', is highlighted with a green arrow labeled 'C'. Below the reports, there are 'Show More' links for both sections.

Key elements of the Data Bank – Contract Data Static Reports page:

- A. All available domains are located at the left navigation bar on the page.
- B. Report types are available under the domain selection.
- C. Available static reports

How to Download a Static Report

This section provides instructions for downloading one of the Static Reports. The same or similar steps apply for other Static Reports.

Step-by-Step instruction for download of **National Interest Action/ Other Reports**:

1. From the left navigation bar, click on **Contract Data** under Domain, then click on **Static Reports** under Report Type.

2. Click on the report link under a given report type. Note that the complete list of reports can be expanded by clicking on *Show More* link.

Data Bank

Sam.gov reports can be used to support analysis of federal spending including geographical analysis, market analysis, and analysis on the impact of the congressional and presidential initiatives in socio-economic areas such as small business spending. The data is also a reliable basis for measuring and assessing the impact of Federal acquisition policy and management improvement.

National Interest Action/Other Reports

- Recovery Report 
- Recovery Data (Recipient-Reported, Cumulative Summary) 
- Recovery Data (Recipient-Reported, FY2013Q4) 

> Show More 

Small Business Goaling Reports (FY 2005-2018)

A Department level report that displays Small Business data for a specified date range by Funding/Contracting Agency.

- Fiscal Year 2018 
- Fiscal Year 2017 
- Fiscal Year 2016 

> Show More 

3. Icon next to each report represents the report file type – PDF, Excel, Zip, etc.
4. Once downloaded, you can open and view the report.