

Topic	Topic Question#	Question	Answer
CARS Suffix	1	<p>The DOA Vendor Data Standard Implementation Update memo dated January 10th, states that eVA will send CARS the TIN validated name, vendor id and the vendor ID suffix. In the Vendor Data Standard conference call with DGS on Monday, January 9th, it was stated that eVA would not have the suffix but would have the sequence number.nn Is the suffix the same as the vendor sequence number?</p>	<p>01/17/2012 The vendor location name sequence number in eVA will be the suffix in CARS.</p> <p>Initially a DOA Suffix field was added to eVA for each payment address. All references in eVA to that DOA suffix at the payment address level are being removed.</p> <p>eVA is establishing a vendor location name sequence number that will be sent to CARS with the TIN and vendor name. CARS will treat the vendor location name sequence number as the Vendor Suffix. Looking at the eVA specs posted on the eVA vendor data standards support page, http://www.eva.virginia.gov/library/files/eva-vendor-data-standards/eVA-Technical-Specs-Impact-to-Agency-Systems-Revised-as-of-January-1-2012.pdf, you can see the vendor location standard name sequence number as the last field on the 030 file and the 030A file.</p>
Pcards	1	How will P-Card vendor pay to information be handled since the actual payment will be made to the credit card company?	01/10/2012 Waiting on answer from DOA
Reimbursement to employees	1	How will reimbursements to employees for procurements be handled? (I.e. An employee makes an emergency purchase during non-business hours using personal funds and seeks reimbursement from the agency?)	01/10/2012 Waiting on answer from DOA
Types of Procurements	1	What will be the requirements for eVA exempted orders from import agencies?	<p>01/10/2012 Exemption from eVA has no impact on the Vendor Standard name requirement. All procurement transactions, whether they are processed through eVA or not, must use the Vendor Standard Name as assigned within the eVA Vendor system. This will be true for State Entered Vendors as well once implemented.</p>

Types of Procurements	2	The Supreme Court is required to pay many individuals/vendors such as court-appointed attorneys, interpreters, court reporters, etc. that provide services to the courts but may not be included in the eVA Vendor file. What action will be required to continue to pay these vendors when the Procurement Vendor Data Standard is implemented?	01/16/2012 Only vendors used on a Procurement (solicitation, order or contract covered by the VPPA) are required to be in eVA.
Updating vendor info	1	Currently we maintain segregation of duties between those individuals who have access to change ordering information and those who have access to update pay to information. How will we be able to accomplish this segregation of duties in eVA for State entered vendors?	01/10/2012 State Entered vendor data is submitted for review and must be approved by the eVA Vendor Support Team. So the actual responsible party for State Entered Vendors ultimately is the eVA Vendor Support Team, not the agency personnel. However, if the agency is concerned, then they can assign individuals in their organization who are not ordering individuals to submit/enter State Entered Vendor data.
Updating vendor info	2	Who will be responsible for updating the pay to address for eVA registered vendors when changes occur?	01/10/2012 Vendors are responsible for updating their Pay To address (and all other info) in their eVA Account. If an agency receives an invoice with a Pay To that is not in eVA, the agency should notify the vendor that they need to update their eVA account and copy the eVA vendor Support team (eVAVendorSupport@dgs.virginia.gov). The eVA Vendor Support team is responsible for providing support to the vendors if they need help. If the vendor does not promptly update their account, the agency can ask the eVA Vendor Support Team to intervene with the vendor to get the account updated.