



## Department of Energy

Washington, DC 20585

January 22, 2025

### MEMORANDUM FOR DISTRIBUTION

FROM: PAUL BOSCO  
DIRECTOR  
OFFICE OF PROJECT MANAGEMENT

SUBJECT: Contractor Project Performance Data Uploads to the Project Assessment and Reporting System - Transition to Java Script Object Notation Format

In a memorandum dated September 22, 2022, the Department of Energy (DOE) Office of Project Management (PM) notified contractors that the current formats for uploading project cost and schedule data to the Project Assessment and Reporting System (PARS) – specifically, the Microsoft Access Database (MDB) and Comma Separated Values (CSV) – will be discontinued. This decision is due to various issues, including network security concerns, operating system compatibility problems, and the impending obsolescence of technologies that lack developer support. It also noted that PM was working in coordination with the Department's contractor community, primarily via the Energy Facility Contractors Group (EFCOG), and cost and schedule toolset vendors, including Deltek, Oracle, and DecisionEdge, on the replacement JavaScript Object Notation (JSON) format.

The purpose of this memorandum is to notify all stakeholders that support for and ability to upload data to PARS using current MDB or CSV format will be discontinued at the end of calendar year 2025. Starting in January 2026, all contractor data must be uploaded in PARS using the JSON format. The JSON format schema for data sets (DS) 00 through 22 is described in the updated Comprehensive Contractor Project Performance (CPP) Upload Requirements with Data Item Description (DID) for PARS which is located at <https://json.pars.doe.gov/>.

The transition to the JSON format represents a major advancement in modernizing data management and simplifying procedures, bolstering both efficiency and security in project reporting. This shift not only embraces contemporary technological standards through the utilization of toolset vendors' efforts but also improves the reliability and availability of our project performance data. Additionally, the introduction of a one-click export feature will save time and costs each month by markedly decreasing the contractor's workload related to data extraction, storage transition, and the generation and validation of PARS input files.

The Department appreciates the ongoing diligence and collaboration of all parties involved in meeting the PARS project reporting requirements. PARS is able to begin accepting JSON format data immediately for contractors that are ready to make the transition. For all other contractors, we will follow a phased implementation plan that considers the project's stage of completion. Our goal is to transition all contractors and projects to JSON reporting by July 2025. This provides a five-month reserve window prior to the end of calendar year 2025 to resolve any issues causing delays for individual contractors and projects. The planned process for the JSON

transition involves three months of valid JSON data being produced for each project by vendor or contractor tools, passing JSON schema validation, and passing all critical Data Integrity and Quality (DIQ) checks. Data modified by temporary tools such as the “PARS JSON Fixer” provided by the PARS team to assist in testing and development will not be eligible for production upload. Upon review and approval of the JSON CPP data by the PARS Owner, the CPP uploads will transition from current formats to JSON in the PARS production environment.

Please note that during the transition to the JSON format, only DS00 through DS07, DS19, and DS20 will be required by December 2025. The remaining datasets, DS08 through DS18, DS21, and DS22, will be phased in later. These additional data sets, which include other data such as variance analysis and risk management, are part of the required monthly project performance upload to PARS per DOE Order 413.3B contractor requirements document.

While transition to JSON format should reduce net effort to meet contractual reporting requirements, Heads of Contracting Activities or Contracting Officers may contact Melvin Frank, PM-30 Director, at [Melvin.Frank@hq.doe.gov](mailto:Melvin.Frank@hq.doe.gov), for assistance in assessing any contractor concerns. Within two weeks of the date of this memo it is requested that each applicable prime contractor identify to Amber Young, PARS Owner, at [Amber.Young@hq.doe.gov](mailto:Amber.Young@hq.doe.gov), a singular point of contact responsible for the contractor’s JSON transition of project reporting to PARS. Please do not hesitate to contact Melvin Frank or Amber Young if additional information or assistance is needed.

Thank you for your cooperation. I appreciate the efforts by the contractors towards creation of JSON CPP data to date and look forward to a smooth transition to the new JSON format.

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