

NAVSUP WSS Mod Assist

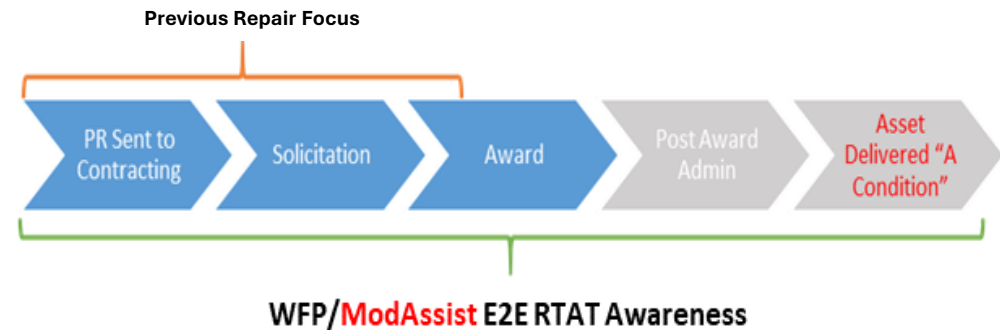
Presented to:

CAV Symposium

Presented by:

Greg Craven

NAVSUP WSS N7 Post-Award Supervisor



14 April 2026



Mod Assist Module

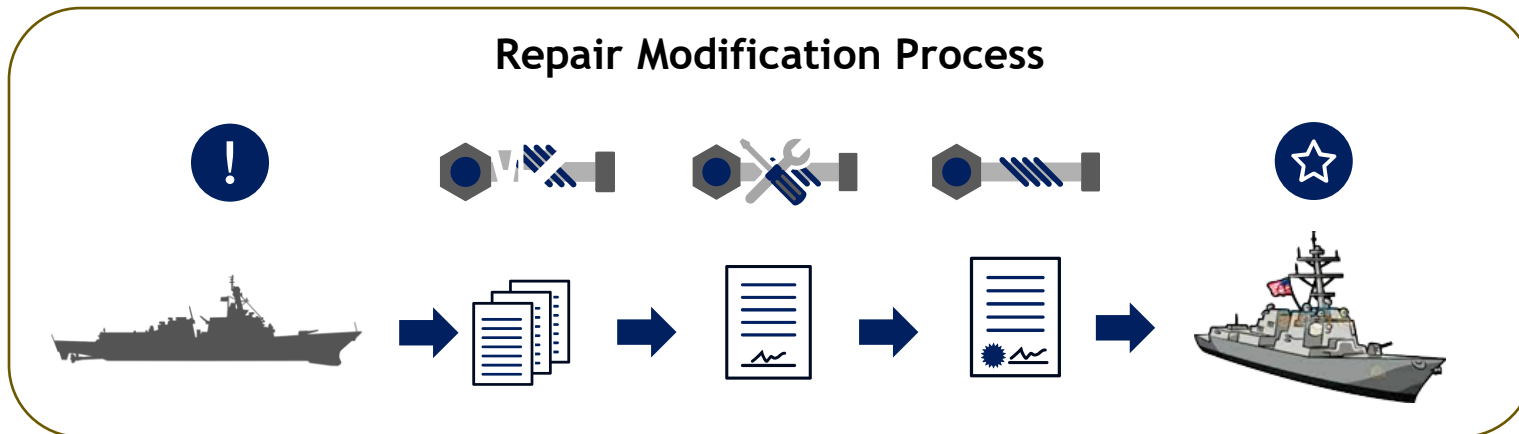
What is Mod Assist?

- Post-Award Function w/in *Workflow Pro*

What is *Workflow Pro*?

- Scalable user-friendly IT portal developed by NAVSUP BSC in response to remote working environment to enhance data visibility, routing, and leverage IT infrastructure to improve administrative policy, processes, and procedures.

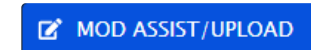
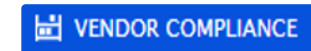
Repair Modification Process



Mod Assist Functionality

Mod Assist Functionality:

- ☆ **Improves Audit Readiness**
 - Internal centralized and documented modification database
 - Provides increased visibility of all post award requests
- 🗣️ **Enhances Communication**
 - Historically stove-piped process between industry, IWST, CAV, and KO
 - Identify and submit contract modification requests
 - Process contract modifications
 - DCMA receives modification via EDA timely which allows for WAWF updates expeditiously
- 🕒 **Reduce administrative timeline**
 - Tailored Reports for workload management
- 🔍 **Improve Asset visibility**
 - Query ability ranges: duration, contractor, NIIN, and CLIN/SLIN.













Mod Assist Module

Status

- DRAFT
0
- ALL OPEN MODS
1972
- MODS CLOSED
3955
- ARCHIVED

Days In Progress

- 1 TO 7 DAYS
56
- 8 TO 14 DAYS
49
- 15 TO 21 DAYS
61
- 22 DAYS OR MORE
1601

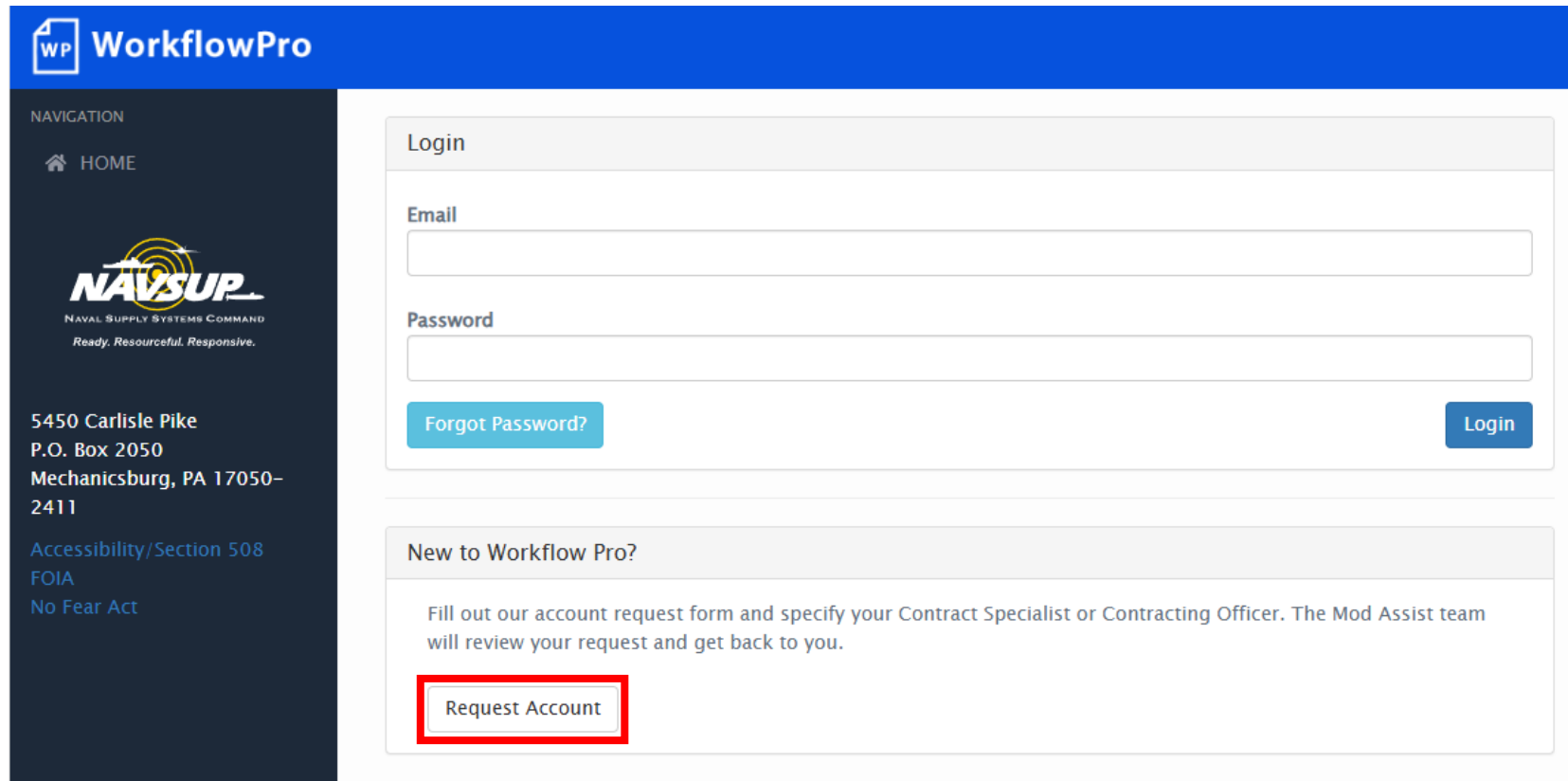
Actions	Date Created	WFP Challenge	Contract Number	Delivery Order Number/SPIN	PAC	Mod State	Control Number	Folder Number
	03/25/2026		N0038322FYY0P		N79	New Work	FY26-MAR25-54129	
	03/25/2026		N0038322FZB0A		N73	New Work	FY26-MAR25-54128	
	03/25/2026		N0010423CFA14		N74B	New Work	FY26-MAR25-54127	
	03/25/2026		N0038322FVU01		N72	New Work	FY26-MAR25-54114	
	03/25/2026		N0038325PP113		N76	New Work	FY26-MAR25-54112	
	03/25/2026		N0010426FCU08		N74A	New Work	FY26-MAR25-54104	
	03/25/2026		N0010426PSA96		N7M	New Work	FY26-MAR25-54095	
	03/25/2026		N0010425PXB54		N77	New Work	FY26-MAR25-54088	
	03/25/2026		N0038326CLA09		N79	New Work	FY26-MAR25-54083	
	03/25/2026		N0010426PQA65		N7M	New Work	FY26-MAR25-54080	



Mod Assist Vendor Portal – Request an account

Vendor portal address:

- [https://mynavsup-public.nag.navy.mil/public/ops\\$workflow_pro_public.login](https://mynavsup-public.nag.navy.mil/public/ops$workflow_pro_public.login)



The screenshot shows the WorkflowPro login page. The header is blue with the 'WorkflowPro' logo. On the left is a dark sidebar with navigation links and contact information. The main content area has a 'Login' section with input fields for 'Email' and 'Password', a 'Forgot Password?' link, and a 'Login' button. Below this is a 'New to Workflow Pro?' section with a 'Request Account' button highlighted with a red box.

WorkflowPro

NAVIGATION

HOME

NAVSUP
NAVAL SUPPLY SYSTEMS COMMAND
Ready. Resourceful. Responsive.

5450 Carlisle Pike
P.O. Box 2050
Mechanicsburg, PA 17050-2411

[Accessibility/Section 508](#)
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[No Fear Act](#)

Login

Email

Password

[Forgot Password?](#) [Login](#)

New to Workflow Pro?

Fill out our account request form and specify your Contract Specialist or Contracting Officer. The Mod Assist team will review your request and get back to you.

[Request Account](#)



Mod Assist Vendor Portal – Request an account cont.

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Request an Account

Create Your Profile

First Name	Last Name		
<input type="text"/>	<input type="text"/>		
Title/Position	Phone Number	Primary CAGE	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Email	Password	Confirm Password	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Company Name	Point of Contact		
<input type="text"/>	<input type="text" value="--Select--"/>		
Address			
<input type="text"/>			
City	State	Zip Code	Country
<input type="text"/>	<input type="text" value="--Select--"/>	<input type="text"/>	<input type="text"/>

[Privacy Act Agreement](#)

- Vendors may request access via the system. Access requests are routed to the Contract Specialist for review/approval.



Mod Assist Vendor Portal – Request an account cont.

The screenshot shows the 'Vendor Modifications Dashboard' in the WorkflowPro application. The dashboard includes a navigation sidebar with a 'HOME' button and the NAVSUP logo. The main content area is divided into three sections: a welcome message, a 'Vendor Tasks' list, and 'Desk Guides'. The 'Vendor Tasks' section contains four buttons: 'Account Maintenance', 'Create New MOD Request', 'View MOD Request History', and 'Change Password'. The 'Desk Guides' section contains a button for 'MOD Vendor Portal User Guide.docx'.

- There are two primary work areas for our vendors
 - Submit a new request
 - Review status/ additional communication



Mod Assist Vendor Portal – Request a modification

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Modification Vendor Access

MOD Information

Contract Number

Delivery Order Number

Type Of Request [Choose Type of Request](#)

Contract Specialist/PCO Name

Description Of Modification Request

CLINS Impacted

Vendor Reference Number

[Return To Dashboard](#) [Add Attachment](#) [Submit](#)

- Modification requests can be submitted electronically to the appropriate Contracting Officer for review/action
- Supporting documents can be attached to the request
- Provides increased visibility of post award requests/seamless re-assignment when POCs are changed.




Mod Assist Vendor Portal – Modification status/summary

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Modification Vendor History

My Requests
Associated CAGE Requests

My Modification Request

Show 10 entries Search:

Contract Number	Delivery Order Number	Date Created	Mod Submitted by CS	Additional Details	Contract Specialist	Mod Request Type	Status	Details
N0038325G0000		03/17/2026		TEST01	Craven, Gregory	DEFINITIZATION	Returned	More Details

Previous 1 Next

[Return To Dashboard](#)

[Download Report](#)

- Vendors are able to track all open requests in a single location.
- Comments and limited progress updates of the modification are shared through the vendor portal. With plan for future expansion of functionality.



Mod Assist – Future state

Mod Assist Requested Functionality:

- ☆ Increased utility of the Mod Request History screen
 - Addition of a Custom Search Builder to the history screen
 - Better status updates to mod requests including the ability to see and receive notification when a mod request is completed
 - Ability to see the current government POC assignment of a mod request
 - Archive functionality for inactive and completed mod requests

