



# RWA Fee Reform

*Improving Efficiency in Process and Project Delivery*

## Background and Benefits

Over the past several years, the Public Buildings Service (PBS) has undertaken an effort to review and assess the fee structure and indirect program costs for the Reimbursable Services Program. The goal is to ensure the program recovers its costs in the most efficient manner possible.

## Fee Background

The RWA Fee Reform effort has taken a multi pronged approach to addressing inefficiencies and inconsistencies within the fee structure. This initiative aims to provide customers with a consistent and efficient project delivery experience across the country.

The information in this Fact Sheet details many of the RWA Fee Reform effort's findings.

## Express Menu of Services

Now in its final stages of development, the Express Menu of Services is a tool that will allow customers to purchase some of GSA's highest-volume construction items, pre-priced through a defined acquisition solution.

### Program Benefits:

- Expedited delivery time
- Improved cost estimate accuracy
- Up-front requirements development

## Micro Purchase Delegation of Authority

Granted to the heads of all executive branch agencies, as well as the Administrative Offices of the U.S. Courts, this delegation of authority allows customers to directly procure and execute work under a certain dollar threshold.

### Program Benefits:

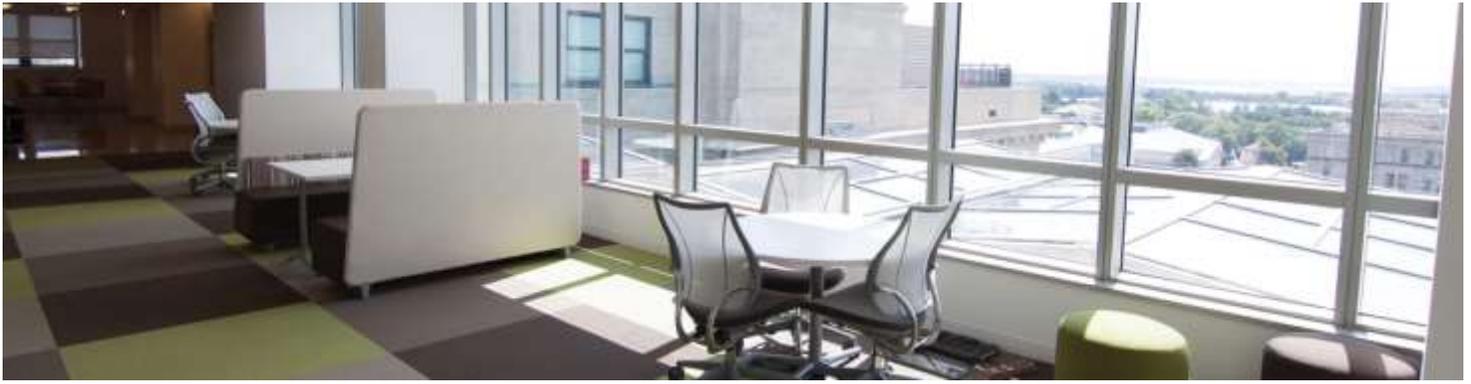
- Can be re-delegated throughout an agency
- Eliminates the need for an RWA and associated fees
- Customer controls procurement and execution

## Mandatory Use of eRETA for RWA Submissions

Manual RWA submissions no longer accepted starting October 1, 2019 (FY 2020) Federal customers must use eRETA to submit Work Requests (WRs) and RWAs to GSA, as well as use eRETA's digital signature function to sign RWAs.

### Program Benefits:

- Primary intake point for projects still in identification/planning stages (Work Requests)
- Automated notifications help facilitate communication and requirements development from WR to RWA
- Ability to search for all WRs and RWAs within your agency
- Instantly amend or add documentation to WRs/RWAs regardless of whether you or a colleague originally submitted the information.



## **Direct Charging**

In 2019, GSA undertook an effort to review and provide clarification to its direct charging policy and issued internal guidance so that customers can expect a consistent national approach.

### **Program Benefits:**

- Standardized billing practices for reliable service in all GSA regions
- Comprehensive and easily available guidance published in the next edition of the Pricing Desk Guide.

## **Revising the RWA Fee Structure**

A 1993 GSA OIG audit finding revealed that the agency was not recovering the indirect costs of managing the RWA Program. As a result, in 1995 the sliding scale fee structure was implemented to address this discrepancy. The OIG finding primarily required the RWA Program to charge fees that would offset the indirect costs of managing the program - effectively to “break even.” The current RWA Fee Reform team expanded on the efforts and recommendations of prior initiatives to review program costs and verify if they are offset by the fees charged. Over the last two decades (1993 to 2017) the RWA program has grown 540% with increasingly complex requirements and responsibility areas, thus reinforcing the need to revisit the existing fee structure.

The RWA Fee Reform team has made recommendations for a revised fee structure that is currently under review by the Office of Management and Budget. Should the proposal be confirmed, customers will receive advance notice of any fee structure change, implementation timeline, and GSA led informational sessions before implementation.

### **Program Benefits:**

- Fee simplicity
- Fair and equitable to the customer - doesn't negatively impact one customer to the benefit of another customer
- Full cost recovery potential
- Periodic review for adjustments

## **For More Information**

To learn more about the various aspects of RWA Fee Reform, visit [www.gsa.gov/PBSFactSheets](http://www.gsa.gov/PBSFactSheets).