



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.

Mandatory Use of eRETA for RWA Submissions

As of October 1, 2019, eRETA and digital signatures are the mandatory method of transmitting Work Requests (WRs) and RWA information to GSA. Manual or paper form submissions are no longer accepted. For full transition information, including access requirements and User Guides, visit www.gsa.gov/ereta.

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.

Revising the RWA Fee Structure

On August 1, 2020, the RWA fee structure adjusted for the first time in more than 20 years. The new fee structure will combine the sliding scale fee and 4% fee associated with RWAs into a simple, single fee. The amount of the fee will be based on overall project costs, with a range from projects under \$2,000 to in excess of \$5 million.

The new fee structure will allow GSA to more accurately capture the real costs of managing the RWA program - which has grown 540% since the last fee revision. GSA will provide customers with full fee and transition information in advance of the new fee 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



Express Menu of Services

Debuting in all GSA regions over the course of FY20, the Express Menu of Services is a new internal procurement tool that will have time- and cost-saving benefits for our customers. This tool includes more than 370 of GSA's highest-volume construction items, pre-priced and pre-scoped, 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

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

For More Information

To learn more about the various aspects of RWA Fee Reform, visit www.gsa.gov/PBSFactSheets