

GSA Customer,

As a reminder, GSA's new RWA Fee Structure will go into effect on August 1, 2020. To assist in the transition, please take note of the information below. You may also refer to the attached Fact Sheet and the Policy & Guidance section of [www.gsa.gov/rwa](http://www.gsa.gov/rwa) for additional details.

### **New Fee Structure Implementation Date: August 1, 2020**

The new RWA Fee Structure will apply to all RWAs with an Acceptance Date on or after August 1, 2020. Any RWA with an Acceptance Date before August 1, 2020 will be subject to the current 4%+sliding scale fee structure.

The Acceptance Date for nonseverable RWAs (i.e. projects), is the date the RWA is digitally signed by GSA, which establishes an obligation for the customer. The date of customer signature and GSA signature may not be the same since the customer signature is requested first in the process.

The Acceptance Date for severable RWAs (i.e. services) is the first day of the period of performance of the requested service. A severable service RWA is typically accepted (i.e. both signatures applied) before the first day of the period of performance.

Please note that it typically takes, on average, approximately 10 business days to accept an RWA from when it is sent to GSA for potential acceptance. We encourage customers to plan accordingly.

### **What To Expect As the Implementation Date Approaches**

Our system (eRETA) will rely upon the "Estimated Start/Acceptance Date" identified on the Summary Cost Estimate (SCE) or "Estimated Start Date" on Overtime Utility Estimate (OUE) to determine which fee structure to apply to each RWA. The appropriate fee will automatically populate in the estimate

Coordinate with your GSA Project Manager if you believe anything needs to be adjusted on an SCE or OUE, as these estimates can only be modified by GSA personnel.

The estimated date only guides which fee is calculated on the estimate; the actual fee applied depends on the RWA Acceptance Date. The Reimbursable Services Team will be monitoring all RWAs where the date on the estimate and date on the RWA are on different sides of August 1 and will assist with communicating any necessary changes.

### **Virtual Training: What To Expect from RWA Fee Reform**

To learn more about the new fee structure and GSA's overall fee reform effort, you can still register for our 3rd and final virtual training session.

[Register Here](#)

Thursday, July 16

2:00 - 3:30 PM (eastern)

Additional details may be found at [www.gsa.gov/ces](http://www.gsa.gov/ces)

Be advised that GSA will continue to work on work requests and RWAs through the remainder of the fiscal year as detailed in the end of year deadline for RWAs communication (please see [this letter](#) for more details).

Please reach out to your Customer Lead with any questions.

Thank you.