



September 13, 2019

MEMORANDUM FOR: REGIONAL COMMISSIONERS, PBS  
REGIONAL LEASING DIRECTORS  
REGIONAL LEASE ACQUISITION OFFICERS

FROM: JOHN D. THOMAS  
ACTING ASSISTANT COMMISSIONER FOR OFFICE OF  
LEASING - PR

SUBJECT: LEASING ALERT (LA-19-10) - Revision to General Clauses  
(GSA Forms 3517A and 3517B) and Simplified Lease Form  
(L201A)

- 1. Purpose.** This Leasing Alert issues revised General Clauses (GSA Forms 3517A and 3517B) and Simplified Lease Form (L201A). These documents are being revised to reflect updated language contained under the Federal Acquisition Regulation (FAR) and GSAR, and incorporate certain clauses by reference.
- 2. Effective Date.** This Leasing Alert and attachments are effective October 1, 2019. All RLP packages issued on or after this date include the updated General Clauses.
- 3. Applicability.** This Leasing Alert and its attachments are mandatory and apply to all General Services Administration (GSA) real property leasing activities and to activities delegated by GSA to other Federal agencies.
- 4. Cancellation.** The following are canceled:
  - a. General Clauses (Acquisition of Leasehold Interests in Real Property for Small Leases), GSA Form 3517A (06/16).
  - b. General Clauses (Acquisition of Leasehold Interests in Real Property), GSA Form 3517B (REV 06/16).
  - c. Simplified Lease template, GSA Form L201A (10/18).

**5. Instructions and Procedures.** Instructions and procedures are found in Attachment 1, Leasing Alert Summary.

Attachment 1, Leasing Alert Summary

Attachment 2, General Clauses, GSA Form 3517A (REV 10/19)

Attachment 3, General Clauses, GSA Form 3517B (REV 10/19)

Attachment 4, Simplified Lease Form, GSA Form L201A (10/19)

## Leasing Alert Summary

This Leasing Alert issues a revised Simplified Lease template (L201A) and General Clauses (GSA Forms 3517A and 3517B). These documents are being revised to reflect updated language contained under the FAR and GSAR and incorporate certain clauses by reference.

Instructions and Procedures:

### 1. Simplified Lease Model

Leasing Specialists shall use the latest version of the Simplified Lease Form, GSA Form L201A, when issuing RLP packages under the Simplified Lease Model. The Simplified Lease includes or incorporates by reference all applicable General Clause language.

The 10/19 version of the Simplified Lease document reflects changes as follows:

- a. FAR 52.204-7 SYSTEM FOR AWARD MANAGEMENT (OCT 2018):  
Changed date in heading to reflect FAR clause updates as follows:
  - i. Registration in SAM is now required at submission of initial offers.
  - ii. Prior references to “DUNS” and DUNS+4 are now “unique entity identifier” and “Electronic Funds Transfer (EFT) indicator,” respectively.
  - iii. Language was removed which required CO to proceed to the otherwise successful registered offer if an offeror does not register timely.
- b. FAR 52.204-10 REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS (OCT 2018): Changed date in heading to reflect FAR clause update.
- c. FAR 52.204-13 SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (OCT 2018) Changed date in heading to reflect FAR clause updates as follows:
  - i. Offeror must maintain registration in SAM during contract performance.
- d. FAR 52.204-19 INCORPORATION BY REFERENCE OF REPRESENTATIONS AND CERTIFICATIONS (DEC 2014). FAR clause added.
- e. FAR 52.204-25 PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2019): New FAR clause added to implement Section

889 of the John S. McCain National Defense Authorization Act, FAR Case 2018-17, and GSA Class Deviation CD-2019-11. Prohibits covered telecommunications equipment or services.

- f. FAR 52.219-9 SMALL BUSINESS SUBCONTRACTING PLAN (AUG 2018) ALTERNATE III (JAN 2017): Changed date in heading to reflect FAR clause update.
- g. FAR 52.222.26 EQUAL OPPORTUNITY (SEP 2016): Changed date in heading to reflect FAR clause update.
- h. FAR 52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER-SYSTEM FOR AWARD MANAGEMENT (OCT 2018) Changed date in heading to reflect FAR clause update.
- i. GSAR 552.204-70 REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2019) New FAR clause added to implement Section 889 of the John S. McCain National Defense Authorization Act, FAR Case 2018-17, and GSA Class Deviation CD-2019-11. Prohibits covered telecommunications equipment or services and requires offeror to represent whether covered equipment is provided to the Government.
- j. GSAR 552.215-70 EXAMINATION OF RECORDS BY GSA (JUL 2016): Changed date in heading to reflect GSAR clause update.
- k. GSAR 552.219-73 GOALS FOR SUBCONTRACTING PLAN (JUN 2005). GSAR clause deleted.

## 2. General Clauses GSA Form 3517A

Leasing Specialists shall use the latest version of General Clauses GSA Form 3517A when assembling RLPs using the Small Lease templates (3626) or FEMA Disaster leases at or below the SLAT. The 3517A includes or incorporates by reference all applicable General Clause language.

The 10/19 version of the GSA Form 3517A reflects changes as follows:

- a. FAR 52.204-7 SYSTEM FOR AWARD MANAGEMENT (OCT 2018): Changed date in heading to reflect FAR clause update. See Simplified Lease above for description of changes.
- b. FAR 52.204-10 REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS (OCT 2018): Changed date in heading to reflect FAR clause update.

- c. FAR 52.204-13 SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (OCT 2018) Changed date in heading to reflect FAR clause update. See Simplified Lease above for description of changes.
- d. FAR 52.204-19 INCORPORATION BY REFERENCE OF REPRESENTATIONS AND CERTIFICATIONS (DEC 2014). FAR clause added.
- e. FAR 52.204-25 PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2019): See Simplified Lease above for description of changes.
- f. FAR 52.219-9 SMALL BUSINESS SUBCONTRACTING PLAN (AUG 2018) ALTERNATE III (JAN 2017): Changed date in heading to reflect FAR clause update.
- g. FAR 52.222-26 EQUAL OPPORTUNITY (SEP 2016): Changed date in heading to reflect FAR clause update.
- h. FAR 52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER-SYSTEM FOR AWARD MANAGEMENT (OCT 2018) Changed date in heading to reflect FAR clause update.
- i. GSAR 552.204-70 REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2019): See Simplified Lease above for description of changes.
- j. GSAR 552.215-70 EXAMINATION OF RECORDS BY GSA (JUL 2016): Changed date in heading to reflect GSAR clause update.
- k. GSAR 552.219-73 GOALS FOR SUBCONTRACTING PLAN (JUN 2005). GSAR clause deleted.

3. General Clauses GSA Form 3517B

Leasing Specialists shall use the latest version of the General Clauses GSA Form 3517B for all RLP packages except for Simplified, Small, and Disaster leases at or below SLAT. The 10/19 version of GSA Form 3517B reflects changes as follows:

- a. FAR 52.204-7 SYSTEM FOR AWARD MANAGEMENT (OCT 2018): Changed date in heading to reflect FAR clause update. See Simplified Lease above for description of changes.
- b. FAR 52.204-10 REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS (OCT 2018): Changed date in heading to reflect FAR clause update.

- c. FAR 52.204-13 SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (OCT 2018): Changed date in heading to reflect FAR clause update. See Simplified Lease above for description of changes.
- d. FAR 52.204-19 INCORPORATION BY REFERENCE OF REPRESENTATIONS AND CERTIFICATIONS (DEC 2014). FAR clause added.
- e. FAR 52.219-8 UTILIZATION OF SMALL BUSINESS CONCERNS (OCT 2018): Changed date in heading to reflect FAR clause update.
- f. FAR 52.219-9 SMALL BUSINESS SUBCONTRACTING PLAN (AUG 2018) ALTERNATE III (JAN 2017): Changed date in heading to reflect FAR clause update.
- g. FAR 52.222-26 EQUAL OPPORTUNITY (SEP 2016): Changed date in heading to reflect FAR clause update.
- h. FAR 52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER – SYSTEM FOR AWARD MANAGEMENT (OCT 2018): Changed date in heading to reflect FAR clause update.
- i. GSAR 552.215-70 EXAMINATION OF RECORDS BY GSA (JUL 2016): Changed date in heading to reflect GSAR clause update; clause incorporated by reference.
- j. GSAR 552.219-73 GOALS FOR SUBCONTRACTING PLAN (JUN 2005). GSAR clause deleted.
- k. GSAR 552.270-13 PROPOSALS FOR ADJUSTMENT (OCT 2016) Changed date in heading to reflect GSAR clause update; clause incorporated by reference.
- l. FAR 52.204-25 PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2019): See Simplified Lease above for description of changes .
- m. GSAR 552.204-70 REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2019): See Simplified Lease above for description of changes.

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