Attachment J-2
Task Order, Transactional Data, and Contract Access Fee Reporting

(as of Amendment 0009)

This attachment applies to the Master Contract only. The Contractor must report all orders issued, CLIN and cost information, modifications, invoices, and CAF data within the date specified in Section F.4.1, Deliverables. Orders and modifications entered by the OCO into SAM.gov or issued by the GSA Assisted Acquisition Service (AAS), via the AAS Government reporting portal, may automatically be populated into the Government designated system; however, the Contractor shall ensure that order and modification data are accurately reported within the date specified in Section F.4.1. Refer to the Government designated system instructions for the reporting process.

TASK ORDER, TRANSACTIONAL DATA, AND CONTRACT ACCESS FEE REPORTING ELEMENTS & ILLUSTRATIVE DEFINITIONS

In accordance with GSAR 552.216-75 Transactional Data Reporting, the data elements identified below are representative of what is required to be reported in the Government designated system, as applicable to the task order being reported, with the addition of OASIS+ specific data elements. It is mandatory to complete the data elements in the format outlined in the Government designated system instructions. The actual definitions for the transactional data elements identified in paragraph (b)(2) of GSAR clause 552.216-75, Transactional Data Reporting, will be contained within the Government designated reporting system.

1. **Contract Number** - The GSA contract number.
2. **OASIS+ IDIQ CLIN** - This information, which should be identified on the award document or other procurement documentation, is required to identify the NAICS code and OASIS+ Domain of each awarded task order.
3. **Delivery/Task Order Number/Procurement Instrument Identifier (PIID)** - The delivery/task order number assigned on the award document and reported to SAM.gov. For example, on a SF26 -"CONTRACT (Proc. Inst. Indent.) NO." Block 2; SF33 - "CONTRACT NO." Block 2; SF1449 "CONTRACT NO." Block 2; GSA300 - "ORDER NO." Block 2. It may also be known as the PIID.
4. **Award Date** - This is the date that the Contracting Officer signs the award. If there is no signature date, then use the Effective date.
5. **Description of Deliverable** - The description of the contract/delivery/task order/PIID deliverable.
6. **Predominant Contract Type** - The description of the condition under which the task order was awarded (such as firm-fixed-price, cost-plus–fixed-fee, time-and-materials, etc.).
7. **Performance Based Contract (YES/NO**) - An indicator to reflect that the task order was awarded as a performance-based contract.

8. **GSA Assisted Services (YES/NO)** - An indicator to reflect whether or not the task order was awarded by GSA's Office of Assisted Acquisition Services or instead awarded as a direct procurement from another Government agency.
9. **Issuing Agency & Bureau** - The name of the agency and bureau that placed the order for services awarded on the task order. This is equivalent to the Contracting Office Agency Name (Agency) and Contracting Office Name (Bureau) in SAM.gov.
10. **Receiving Agency/Bureau** - The name of the agency and bureau that will receive the services awarded on the task order. This is equivalent to the Funding Agency Name (Agency) and Funding Office Name (Bureau) in SAM.gov.
11. **Non-Federal Entity** - A state, local, territorial, or tribal government, or any instrumentality thereof (including any local educational agency or institution of higher education), or any other non-Federal organization eligible to use the contract.
12. **Ordering Contracting Officer Name** - The name of the Ordering Contracting Officer (OCO) who awarded the task order.
13. **Initial Period of Performance** - The date on which the awardee's effort begins or the award is otherwise effective.
14. **Estimated Ultimate Completion Date** - The latest potential date that the task order will be complete, which includes all unexercised option periods.
15. **Initial Obligated/Funded Amount** - The amount obligated on the initial award document. This value should not include any unexercised options.
16. **Total Obligated/Funded Amount** - The amount obligated on the initial award document, plus any obligations, less any deobligations on all awarded order modifications. This value should not include any unexercised options. This may also be called "Mod Oblig/Fund Amt", or "Total Action Obligation" in SAM.gov.
17. **Total Estimated Value** - The total estimated value is the total potential amount of the task order over the life of the task order, including unexercised options. This is equivalent to "Base and All Options Value (Total Contract Value)" in SAM.gov.
18. **Attachments (Award Documents/SOW/SOO/PWS)** - Attach copies of award documents (initial award and modifications), Statements of Work (SOW), Statements of Objectives (SOO), Performance Work Statements (PWS), etc. for the reported task order.
19. **Modification Number** - The number from the order modification award document.
20. **Modification Award Date** - The date the OCO signed the order modification award document.
21. **Modification Type** - The code representing the best description of the modification type.
22. **Order Modification Description** - A brief description of the nature of the task order modification. If Modification Type = Additional Work (Other), Change Order, Administrative, or Other, a description is required. Otherwise, this field is optional.
23. **Modification Obligated/Funded Amount** - The increase or decrease in the total amount obligated on the order modification award document, not including un-exercised options. This is equivalent to "Action Obligation" in SAM.gov.
24. **Modification Period of Performance** - This includes the modified period of performance end date that reflects the current end date for funded work awarded on

the overall task order. The end date should not include unexercised options or work that is not yet funded.

25. **Invoice-Number** - The number on the invoice paid by the customer.
26. **Invoice-Reporting Period** - The month and year of the report submission.
27. **Invoice-Paid Date** - The date (i.e., MM/DD/YYYY) the invoice was paid by the customer.
28. **Invoice-Amount** - The current total amount invoiced against the task order.
29. **Invoice-Contract Line Item Number** - The task order Contract Line Item Number (CLIN) invoiced against.
30. **Invoice-Line Item Identifier** - The number assigned to the invoice line item. This is a system generated field.
31. **Invoice-Line Item Type** - Either the CLIN Description or the CLIN Code associated with the contract vehicle (such as labor, travel, ODC, fee, or another type of invoice line item). This is a system generated field.
32. **Quantity of Item Sold** - Identifies how many items (products) were sold, or the number of labor hours in the case of services.
33. **Unit of Measure** - The unit of measure for each contract line item number (CLIN) (e.g., unit, hour, each, package, or box).
34. **Price Paid Per Unit** - The net sale price for each line item. The reported price paid per unit for time-and-materials task orders, including time-and-materials type CLINs on hybrid type task orders, must be a fully burdened hourly rate for services.
35. **Total Price** - This element is a system-calculated field; it is the product of Quantity of Item Sold and Price Paid Per Unit. The formula used to calculate this amount is “Total Price”=ROUND((Quantity of Item Sold * Price Paid Per Unit),2).
36. **Contract Access Fee-Line Item Amount** - The total dollar value of the Contract Access Fee (CAF) remitted by the contractor. The CAF shall be reported as a separate line item.
37. **Contract Access Fee-Voucher Number** - The tracking number or text assigned by the contractor associated with the CAF payment.
38. **Contract Access Fee Remit Payment Date** - The date (i.e., MM/DD/YYYY) the CAF will be, or is expected to be, paid.
39. **Total CAF Payment Amount** - The sum of all the CAF allocated amounts on a specified CAF Voucher Number. The amount paid by the contractor must match exactly, to the penny, the amount remitted to GSA.
40. **Contract Access Fee-Amount Allocated** - Portion of the total fee payment amount allocated to a particular task order.
41. **Zero Invoice** - the contractor has not invoiced with a customer for the reporting period on an awarded task order
42. **Subcontracting-Vendor Name(s)** - The name(s) of any subcontractors that helped fulfill the task order.
43. **Subcontracting-Vendor Unique Entity Identifier(s)** - The Unique Entity Identifiers (UEIs) of any subcontractors that helped fulfill the task order (a 12-digit number).
44. **Subcontracting-Total Amount Subcontracted for Services** - The dollar value for services provided by each subcontractor, excluding material and non-services costs.

45. **Subcontracting-Similarly Situated Entity Identification** - An indication of whether the subcontractor has the same small business program status as the prime contractor and is considered small for the size standard under the North American Industry Classification System (NAICS) code assigned to the task order as defined in FAR 52.219-14.
46. **Services-Type of Work Performed** - The high-level type of work that will be performed on the task order.
47. **Services-Place of Performance** - Indicates the type of site where work was performed (i.e., Government Site, Contractor Site, Remote, or N/A).
48. **Services-Employee Security Clearance Level** - The level of security clearance held by the contractor FTE performing the work (e.g., S, TS, TS/SCI, TS/SCI/poly, Q (DOE)).
49. **Services-Employee Applicable Labor Law** - The applicable labor law for the contractor FTE performing the work (e.g., Service Contract Labor Standards (formerly known as the Service Contract Act), Wage Rate Requirements (Construction) (formerly known as the Davis-Bacon Act), or Exempt).
50. **Services-Employee Location** - The ZIP code where the contractor FTE performs his/her/their work (5-digit number). Applicable only to cost-reimbursement task orders.
51. **Services-Employee Labor Category** - The primary labor category of the work performed as specified in the GSA-awarded contract or OCO-awarded task order, including experience level.
52. **Services-Employee Indirect Costs** - The indirect cost total burden percentage(s) applied to the direct hourly labor rate or otherwise applied to the direct labor costs, including separate indirect burden percentage(s) for contractor site, government site, etc. (as applicable), and other separate indirect burden percentage(s) such as those utilizing different overhead pools (as applicable). Applicable only to cost-reimbursement contracts and task orders.

TASK ORDER CONTRACT LINE ITEM NUMBER (CLIN) STRUCTURE

The Contractor must apply one or more of the following OASIS+ Program CLINs when reporting invoices in the Government designated system.

OASIS+ REPORTING CLIN	REPORTING LINE TYPE
See Attachment J-1	OASIS+ Labor Categories Time and Material/Labor-Hour Services
B00	Cost Reimbursement Services
H00	Fixed Price Services
L00	Ancillary Labor
A00	Materials and Other Direct Costs (ODCs)
C00	Travel
J00	Indirect Costs
G00	Award/Fixed/Incentive Fees
D00	Contract Access Fee (CAF)
F00	Zero Invoice

(End of Attachment J-2)