

Category Attachment

Code : **H**

Title : **Professional Services**

Solicitation Number : **47QSMD20R0001**

Refresh Number : **0026**

Created on April 25, 2025

Professional Services Category Instructions and Regulations

Instructions:

NOTE: The Small Business Set-Aside (SBSA) SINs under this Large Category Attachment are closed to new MAS contract-level awards/modifications effective 1/19/2025.

All offerors must follow evaluation criteria and instructions outlined in the MAS solicitation, including in SCP-FSS-001. The Professional Services Category Attachment outlines additional evaluation criteria, requirements, and information specific to this category only. For a list of required MAS templates and attachments, please visit the [Required templates for a MAS offer](#) page. For category specific attachments and templates, please visit the [Multiple Award Schedule](#) page (the table located in the middle of the homepage provides the required additional attachments by large category).

For additional guidance and information for Schedule buyers and sellers, please visit our general guidance page at www.gsa.gov/schedules.

General Information:

Executive Order on Defending Women from gender ideology extremism and restoring biological truth to the federal government: In accordance with sections 3(e) and (g) of Executive Order 14168, "[Defending Women from gender ideology extremism and restoring biological truth to the federal government](#)" dated January 20, 2025, "[a]gencies shall take all necessary steps, as permitted by law, to end the Federal funding of gender ideology" and "Federal funds shall not be used to promote gender ideology." Any products, services, or solutions that violate the aforementioned provisions of the Executive Order are excluded from the scope of the MAS program.

Executive Order on Initial Rescissions of Harmful Executive Orders and Actions: In light of [E.O. 14148, Initial Rescissions of Harmful Executive Orders and Actions](#), dated January 20, 2025, which revokes, among others, [E.O. 14057, Catalyzing Clean Energy Industries and Jobs Through Federal Sustainability](#), the MAS program is removing all references to non-statutory sustainability requirements, programs, and preferences from its SIN instructions and descriptions.

Executive Order on Ending Procurement and Forced use of Paper Straws: In accordance with Section 2 of [E.O. 14208, Ending Procurement and Forced Use of Paper Straws](#), dated February 10, 2025, "[a]gencies shall take all appropriate action to eliminate the procurement of paper straws and otherwise ensure that paper straws are no longer provided within agency buildings." Any products, services, or solutions that violate the aforementioned provisions of the Executive Order are excluded from the scope of the MAS program.

Drones/Unmanned Aircraft Systems: GSA will not award any Drones/Unmanned Aircraft Systems (UAS), as defined in 49 USC Ch. 448, in response to this Large Category except those drones approved by the Department of Defense (DoD) Defense Innovation Unit (DIU) through its Blue sUAS Program.

**FAR 52.240-1 further prohibits delivering any FASC - prohibited unmanned aircraft system, which includes unmanned aircraft (i.e., drones) and associated elements (i.e., the equipment required for control and operation, such as communication links and the software or systems necessary for their safe and effective functioning).

Firearms and Ammunition: GSA will not award weapons such as firearms, live ammunition, explosives, and artillery weapons under this Solicitation. This also includes components that are solely used to produce functional weapons. Components that will not be awarded under this Solicitation include, but are not limited to, barrels, chambers, bolts, trigger groups, stock, magazines, rockets, grenades, grenade launchers, mines and mortars, cases, primers, powder, and projectiles.

This exclusion does not apply to non-lethal ammunition types intended to be used for training, safety, and marking purposes.

CONUS/OCONUS Requirements: Some requirements may apply only to applications in the Continental United States (CONUS), Alaska, Hawaii and Puerto Rico. For products and services proposed internationally (OCONUS), the commensurate standards will apply and should be provided with the offer but will be

reviewed by the ordering activity for compliance with the local requirements and standards.

General Out of Scope Items: GSA will not award items that fall under the following categories:

- Remanufactured (except toner)
- Automotive parts
- Personal hygiene items
- Fully assembled rotary-wing or fixed-wing aircraft

General Requirements:

The following requirements apply to all services covered under the Professional Services Category:

1. Personal services contracts as defined in FAR 37.102 and FAR 37.104 are prohibited.
2. Architect-Engineering (A/E) services as the term is defined in FAR 36.601-4 are prohibited.
3. Inherently Governmental services as defined in FAR 7.503 are prohibited.
4. Share-in-Savings contracting is prohibited.
5. The contractor shall be responsible for obtaining all necessary permits and licenses and for complying with all applicable Federal, State, and Municipal laws. The contractor shall ensure that its staff maintains any generally required professional certification, accreditation, and proficiency relative to their area of expertise. The contractor shall retain documentation of such records. The proposed/awarded prices must reflect all costs associated with this requirement.
6. Organizational conflicts of interest may arise at the task order level, particularly services involving systems engineering and technical direction, financial services, consulting services, acquisition support services, and any other services involving access to proprietary data or information. Ordering agency contracting officers may impose organizational conflict of interest disclosure requirements, provisions and/or clauses at the task order level as they determine appropriate.
7. Contract staffing services, such as temporary help services, are prohibited under this Category. Refer to the Human Capital Large Category, Temporary Help Services Subcategory, for these services.

Regulation Number	Regulation Title/Comments
552.238-73	IDENTIFICATION OF ELECTRONIC OFFICE EQUIPMENT PROVIDING ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES (MAR 2022)
52.222-46	EVALUATION OF COMPENSATION FOR PROFESSIONAL EMPLOYEES (FEB 1993)
52.222-52	EXEMPTION FROM APPLICATION OF THE SERVICE CONTRACT LABOR STANDARDS TO CONTRACTS FOR CERTAIN SERVICES - CERTIFICATION (MAY 2014)
552.238-90	CHARACTERISTICS OF ELECTRIC CURRENT (MAY 2019)
552.238-91	MARKING AND DOCUMENTATION REQUIREMENTS FOR SHIPPING (MAY 2019)

Subcategory Instructions and Regulations

H01. Business Administrative Services Subcategory

SIN 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services

541611 Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency's portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.

Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.

Personal services as defined in FAR 37.104 are prohibited.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R408
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541611	Administrative Management and General Management Consulting Services	\$24.5 million

Instructions:

Subgroup for Program Evaluation Services under SIN 541611

Contractors that are awarded SIN 541611 may request to be placed in the following subgroup:

Program Evaluation Services: Program Evaluation is defined as “assessment using systematic data collection and analysis of one or more programs, policies, and organizations intended to assess their effectiveness and efficiency” ([Office of Management and Budget Memorandum M-20-12](#)). Evaluations may address questions related to the implementation of a program, policy, or organization; the effectiveness of specific strategies related to or used by a program, policy, or organization; and/or factors that relate to variability in the effectiveness of a program, policy, or organization or strategies of these. Evaluations can also examine questions related to understanding the contextual factors surrounding a program, as well as how to effectively target specific populations or groups for a particular intervention ([OMB Circular A-11, Section 200.22](#)).

Contractors seeking to add this subgroup must demonstrate technical expertise and relevant experience in developing and implementing rigorous evaluation designs, including impact evaluations (i.e., evaluations that include a counterfactual through randomization or quasi-experimental methods) and outcome evaluations (i.e., evaluations that assess outcomes but are not designed to determine causality) - see [OMB M-20-12](#) for definitions of these evaluation types. While these minimum qualifications are required for vendors to add this subgroup, we expect that qualified vendors will be capable of providing a range of program evaluation services to meet agency needs. Thus, contractors should be prepared to provide program evaluation services including conducting evaluability assessments; designing and implementing a range of evaluation types, including process or implementation evaluations in addition to impact and outcome evaluations; collecting and analyzing qualitative and quantitative evaluation data; providing evaluation technical assistance/expertise; and developing and disseminating deliverables from evaluation activities to a range of audiences.

Requests from contractors to add the Program Evaluation Services subgroup will be accepted on a continuous/rolling basis. Requests must be submitted by an authorized negotiator on the contract. The contractor must have SIN 541611 awarded on their MAS contract at the time of the initial request in order for the request to be evaluated. Contractors seeking to add the Program Evaluation Services subgroup must submit a concise description (up to 3 single-spaced pages) of the program evaluation services offered, including developing and implementing impact and outcome evaluations as noted above, and how they align with the program evaluation standards and practices outlined in [OMB M-20-12](#). The contractor must also submit 3 Relevant Project Experience examples (up to 5 single-spaced pages total) for work performed within the last three years of the date of application, which are germane to the scope of work of program evaluation services, reflect experience executing impact and outcome evaluation activities, and demonstrate alignment with the program evaluation standards and practices in OMB M-20-12. Each Relevant Project Experience example must include the following:

- Project title
- Start date and actual or projected end date
- Client(s)
- Offeror's role in project (lead, subcontractor, etc.)
- Point of contact for client (name and email address)
- Dollar value of project
- Description of type(s) of program evaluation services provided, including details about specific methods used and the type of evaluation (i.e., impact and/or outcome evaluation)
- Description of actual or expected deliverables, work products, or outputs of services provided (if

available)

Applications must be requested via email addressed to sinevalsubgroup@gsa.gov with the subject line “[Company Name] Request to Add SIN 541611 Subgroup for Program Evaluation Services.” No other method of submission is allowed.

All applications will be assessed by a Technical Evaluation Board (TEB) consisting of evaluation professionals from multiple Federal agencies. The TEB may contact the provided points of contact to confirm the accuracy of Relevant Project Experience examples and may also review CPARS ratings for projects completed for Federal clients. Applications will be rated on a pass/fail basis:

Technical Ratings (Initial Application)

Rating	Definition
Pass	The services and past project descriptions provided by the offeror demonstrate technical expertise and relevant experience in developing and implementing rigorous impact and outcome evaluation designs that align with the definitions, standards, and practices in OMB M-20-12
Fail	The services and past project descriptions provided by the offeror do not clearly demonstrate technical expertise and relevant experience in developing and implementing rigorous impact and outcome evaluation designs that align with the definitions, standards, and practices in OMB M-20-12

Contractors who receive a “Fail” rating on the initial application:

- First application fail: Contractors must wait six months from the date of the fail notification to resubmit their application.
- Second or subsequent application fail: Contractors must wait one year from the date of the failure notification to resubmit their application.

Contractors whose initial applications receive a “Pass” rating from the TEB will be asked to respond in writing (up to 3 single-spaced pages) to a specific program evaluation services scenario. The scenario response must be submitted within 30 business days of the date of notification. The response will be assessed by the TEB to determine whether the offeror has demonstrated a technically appropriate approach to tasks expected to be performed within the scope of the Program Evaluation Services subgroup. Responses will be rated on a pass/fail basis:

Technical Ratings (Scenario Response)

Rating	Definition
Pass	The response provided by the offeror demonstrates a technically appropriate approach to program evaluation services (i.e., the approach meets the standards outlined in M-20-12)
Fail	The response provided by the offeror does not clearly demonstrate a technically appropriate approach to program evaluation services (i.e., the approach does not clearly meet the standards outlined in M-20-12)

The TEB intends to make a pass/fail decision within 45 calendar days of the scenario response submission. In

the event that the decision is not finalized by 45 days, GSA will notify the contractor in writing of the status and the anticipated date the decision will be finalized.

Contractors who receive a "Pass" rating on the initial application and "Fail" rating on the scenario response:

- First scenario response fail: Contractors may resubmit the scenario response within six months from the date of the failure notification. Resubmitting the initial application is not required. Contractors may select to respond to the same scenario, or an alternate scenario provided. If more than six months from the date of the scenario fail notification have passed, contractors must restart the process at the initial application phase.
- Second or subsequent scenario response fail: Contractors must wait one year from the date of scenario failure notification to resubmit their application, starting from the initial application phase. Contractors that receive a "Pass" rating on their initial application may select to respond to the same scenario or an alternate scenario provided.

Contractors who receive "Pass" ratings on both the initial application and the scenario response will be eligible to add the Program Evaluation Services subgroup to their eBuy profile, which will in turn be visible on the GSA eLibrary website under SIN 541611. Following notification of eligibility, contractors may select the Program Evaluation Services subgroup by following the instructions below:

1. Login to eBuy
2. From the top menu, select "Profile"
3. Click "Modify Subgroups"
4. Select the "Program Evaluation Services" subgroup according to the instructions

Contractors who receive "Fail" ratings will be notified in writing of non-eligibility. The notification will include the ratings assessed by the TEB (Pass or Fail) for each portion of the assessment. An offeror who has failed either phase should follow the timelines noted above to determine when their initial application or scenario response can be resubmitted.

Contractors awarded SIN 541611 will continue to hold SIN 541611 whether they receive a Pass or Fail rating on the subgroup application.

Subgroup participants will be monitored by GSA for contractor compliance. Contractors that opt into the subgroup without written approval by GSA will be required to remove the subgroup from their eBuy profile and instructed to submit an application following the procedures contained in this document.

SIN 561450 Business Information Services (BIS)

561450 Services include electronic and non-electronic transmission of consumer and/or business: credit reports, address verification reports, skip location reports, public information, domestic business profile, international business profile, mortgage reports, supplemental credit reference reports, bond rating, managed fund rating, institutional ranking, data processing (credit/financial) credit scoring, security freeze (lock credit file), merged credit files, business credit risk assessment, and miscellaneous business information services. Firms may provide computer software intended for BIS use and customization of reports.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
561450	Credit Bureaus	\$41 million

H02. Environmental Services Subcategory

Instructions:

The following services are not included or authorized under this Subcategory:

1. Construction and Architect-Engineer Services as set forth in FAR Part 36 (including construction, alteration or repair of buildings, structures, or other real property)
2. Asbestos abatement
3. Radon mitigation
4. Paint removal and/or design
5. Handling/disposal and/or transportation of nuclear or radioactive waste, other than low-level radioactive waste associated with medical waste.

The following services may be utilized by ordering agencies to fulfill a broad range of Environmental services.

Insurance Requirements: Offerors proposing either or both SIN 562112 Hazardous Waste Disposal Services and 561290 Remediation Services must adhere to the following insurance requirements, at their own expense, with the costs of insurance being reflected in the proposed/awarded contract prices:

1. Workers compensation and employers liability insurance as required by law, except that if this contract is to be performed in a state which does not require or permit private insurance, then compliance with the statutory administrative requirements in any such state will be satisfactory. The required workers compensation insurance shall extend to cover the employers liability for accidental bodily injury or death and for occupational disease with a minimum liability amount of \$100,000;
2. General liability insurance with bodily injury liability insurance in the minimum of \$500,000 per occurrence on the comprehensive form of policy;
3. Automotive liability insurance, required on the comprehensive form of policy and shall provide bodily injury liability and property damage liability covering the operation of all automobiles used in connection with the performance of the contract. At least a minimum of \$200,000 per person and \$500,000 per occurrence for bodily injury and \$20,000 per occurrence for property damage shall be required.
4. Pollution liability insurance, with a minimum limit of \$500,000 per occurrence. A higher minimum may be requested by the ordering agency at the task order level and reimbursed as an Other Direct Cost or Order Level Material (OLM), if the OLM SIN is awarded under the subject contract.
5. The certificate of insurance for other than workers compensation shall reflect the following: the policies shall exclude any claim by the insurer for subrogation against the Government by reason of any payment under the policies, and GSA shall be named as an additional insured.

SIN 541620 Environmental Consulting Services

541620 Services include providing advice and assistance to businesses and other organizations on environmental issues, such as the control of environmental contamination from pollutants, toxic substances, and hazardous materials; endangered species, wetland, watershed, and other natural resource management plans; Archeological and/or cultural resource management plans. This includes identifying problems (e.g., inspect buildings for hazardous materials), measure and evaluate risks, and recommend solutions. Multi-disciplined staff of scientists, engineers, and other technicians with expertise in areas, such as air and water quality, asbestos contamination, remediation, ecological restoration, and environmental law such as Planning and Documentation Services for the development, planning, facilitation, coordination, and documentation of and/or for environmental initiatives.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : F999
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
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541620	Environmental Consulting Services	\$19 million
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SIN 562112 Hazardous Waste Disposal Services

562112 Services include, but are not limited to: management and oversight of hazardous material (HAZMAT) disposal operations, and management, oversight and recycling of universal waste (e.g., batteries, cell phones, cathode ray tubes (CRTs), and compact fluorescent light bulbs (CFLs)). This includes reuse assessments and inventory, destruction, inventory transfer and/or disposal after compliance with GSA Office of Personal Property Management requirements outlined in Federal Management Regulations 101-42, 102-36, and 102-37 (as applicable). Examples of types of material waste services include, but are not limited to: solid waste, industrial waste, mining waste, and oilfield waste (e.g., drill cuttings); liquid waste (e.g., wastewater containing less than 1% solids); medical waste; pharmaceutical waste; excess inventory; surplus inventory; non-hazardous materials that pose no immediate threat to human health and the environment, excluding household waste (e.g., routine refuse collection and disposal); hazardous materials and/or those that contain leachable toxic components; plastics such as acrylic, nylon, high-density polyethylene (HDPE) and low-density polyethylene (LDPE); confiscated materials; construction debris such as asphalt, drywall and/or metal.

NOTE: Services offered under this scope shall NOT include any transportation / disposal of radioactive waste (other than low-level radioactive waste associated with medical waste), asbestos and/or paint abatement, or radon mitigation.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : F999
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
562112	Hazardous Waste Collection	\$47 million

Instructions:

1. Note: Prior to utilizing this SIN, please read the ordering guide posted on the following site:
<https://www.gsa.gov/buying-selling/purchasing-programs/gsa-multiple-award-schedule/mas-roadmap/mas-roadmap-gather-information>
2. Offerors proposing this SIN shall submit the following information with their proposal in addition to the requirements of SCP-FSS-001:
 - a. A summary of the methods used for tracking material to final destination, and documentation process used through final disposition of all materials obtained and/or generated;
 - b. Acknowledgement of understanding and compliance with laws, regulations, and guidelines pertaining to recycling and/or disposal;
 - c. A summary of the firm's data security process (e.g., process used for destruction of hard drives)
 - d. Process flow identifying ownership of all parts involved in electronic recycling (e.g., transfer of CERCLA liability)
 - e. In the event that subcontractors are used for recycling and/or disposal services, certify that the offeror understands subcontractors may be required to be identified in any resultant task order issued by the ordering agency.
 - f. Offerors proposing medical waste, pharmaceutical waste, and or low-level radioactive waste disposal (associated with medical waste) shall provide a copy of the most recent external audit evaluating the contractor's compliance with waste collection, transport, and/or disposal processes. If more than one audit has been completed by different sources, provide a copy of each audit. If no external audits have been performed, provide a detailed explanation to address why external audits have not been conducted (e.g., if the state/local environmental

protection and/or health departments do not require audits, state so). If internal audits have been completed, provide a copy of the most recent internal audit(s) and the contract information for the personnel responsible for issuing the audit. If no audits have been conducted, provide a detailed explanation addressing how the offeror ensures compliance with regulations at the federal, state, and local level.

- g. Offerors proposing medical waste, pharmaceutical waste, or low-level radioactive waste disposal services shall provide a copy of all current federal, state, and/or local certifications showing the offeror is qualified to perform disposal services.
 - h. Offerors proposing medical waste, pharmaceutical waste, or low-level radioactive waste (associated with medical waste) disposal services shall provide a detailed description of the offeror's compliance training programs and training requirements for its personnel, including a description of how the company tracks compliance training to ensure all personnel providing disposal services are properly trained and, as required, certified.
3. For disposal, recycling or salvage services performed under this Subcategory, GSA does not become the owner, operator, generator, arranger, or transporter of hazardous substances or wastes under the contract or any order under the contract. GSA shall not incur any liability under any environmental laws for contamination to the extent resulting from negligent acts or omissions of a contractor. The contractor shall be liable for and shall hold harmless the GSA against all actions or claims for loss or damage to property or the injury or death of persons to the extent resulting from the fault, negligence, or wrongful act of omission of the contractor, its agents, or employees.

Exception: The aforementioned does not apply when GSA is the ordering agency and is procuring remediation, reclamation, recycling and/or disposal services for property it owns and/or for which it has legal jurisdiction.

4. Special instructions for Paying IFF on Payments/Offsets to the Government for Recoverable Materials:
- a. The contractor will be responsible for payment of the Industrial Funding Fee (IFF) on the total value of the payment/offset for charges to a Government agency for recoverable items (i.e., a contractor recycling operation recovers precious metals and either pays the Government or offsets task order charges to the government by the value of the recovered material).
 - b. Example 1: Offset for charges. A task order for recycling computers is issued for \$5,000 with a provision for the contractor to offset charges by the value of the recovered precious metals from recycling those computers. If \$100 of precious metals were recovered, the Government would pay the contractor \$4,900 for the task. In this example, the contractor will pay the IFF on \$5,000, even though the sale appears to be only \$4,900.
 - c. Example 2: Payment to the Government. A task order is issued for the contractor to retrieve scrap metals worth \$5,000 in the recycling market. The contractor would pay the Government \$5,000 for the scrap metal retrieved. In this example, the contractor would pay the IFF on \$5,000, even though there would appear to be no sale since the contractor paid the Government.

SIN Level Regulations:

Regulation Number	Regulation Title/Comments
52.228-5	INSURANCE - WORK ON A GOVERNMENT INSTALLATION (JAN 1997)

SIN 562910REM Environmental Remediation Services

562910REM Remediation services include site preparation, field investigation, conservation and closures, emergency response cleanup (ERC), underground storage tank/above-ground storage tank (UST/AST) removal, air monitoring, soil vapor extraction, stabilization/solidification, bio-venting, carbon absorption, containment, monitoring and/or reduction of hazardous waste sites, unexploded ordnance removal, and remediation-related laboratory testing (e.g., biological, chemical, physical, pollution and soil testing). Reclamation services include: creating new land from sea or riverbeds, wetland restoration, and restoring areas to a more natural state (e.g., after pollution, desertification, salinization, or conditions that have made it unusable). Remediation services encompassing three (3) or more industries/NAICS codes, where the preponderance of work is at least 50% under NAICS 562910, should be solicited and performed under SIN 562910RMI. Note: Services offered under this SIN shall not include any remediation/transportation/disposal of radioactive waste, asbestos and/or paint abatement, radon mitigation, or construction and architect-engineering services as set forth in FAR Part 36 (including construction, alteration or

repair of buildings, structures, or other real property). This SIN does not include Construction Wage Rate Requirements as defined in FAR Subpart 22.4. Ordering agencies must ensure the work being required is not covered by the Construction Wage Rate Requirements statute.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : F999
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
562910	Remediation Services	\$25 million

Instructions:

Offerors proposing this SIN and proposing to perform remediation related to transportation, storage, treatment, and/or disposal of hazardous waste shall submit the following information with their proposal in addition to the requirements of SCP-FSS-001:

1. A summary of the documentation process through final disposition of all materials obtained and/or generated;
2. A summary of methods used for tracking material to final destination;
3. Agreement to comply with laws and regulations pertaining to disposal of hazardous waste;
4. A summary of warehousing process, if any exists; and
5. Certification that the offeror understands that subcontractors may be required to be identified in any resultant task order.

SIN Level Regulations:

Regulation Number	Regulation Title/Comments
52.228-5	INSURANCE - WORK ON A GOVERNMENT INSTALLATION (JAN 1997)

SIN 562910RMI Environmental Remediation Services - Multiple Industries

562910RMI Environmental remediation services involving a range of services to restore a contaminated or environmentally degraded area to an acceptable condition, including but not limited to: preliminary assessment, site inspection, testing, remedial investigation, feasibility studies, remedial design, containment, remedial action, removal of contaminated materials, storage of contaminated materials, and security and site closeouts. The procurement must be composed of activities in three or more separate industries associated with separate NAICS codes. These activities may include but are not limited to, engineering services, management consulting services, hazardous and other waste collection, remediation services, testing laboratories, and research and development in the physical, engineering, and life sciences. At least 50% of the work must be for remediation services and not work under other industries. NOTE: Services offered under this SIN shall not include any remediation/transportation/disposal of radioactive waste, asbestos and/or paint abatement, radon mitigation, or construction and architect-engineering services as set forth in FAR Part 36 (including construction, alteration or repair of buildings, structures, or other real property). This SIN does not include Construction Wage Rate Requirements as defined in FAR Subpart 22.4. Ordering agencies must ensure the work being required is not covered by the Construction Wage Rate Requirements statute.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : F108
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
562910	Remediation Services	\$25 million

Instructions:

NOTE: The scope of this SIN is limited to services associated with NAICS 562910 Exception 1 "Environmental Remediation Services." This NAICS exception has a size standard of 1,000 Employees.

H03. Financial Services Subcategory

Instructions:

LICENSING REQUIREMENTS: Certain licensing requirements and professional expertise may be required for specified tasks at the task order level. These requirements may include but are not limited to Certified Public Accountants (CPA), Certified Information Systems Auditors (CISA), Certified Financial Planners (CFP), Certified Government Financial Managers (CGFM), Certified Management Accountants (CMA), Certified Management Consultants (CMC), etc. The ordering agency shall specify any special licensing requirements and/or professional standards. The proposed and awarded Schedule contract prices shall reflect all costs associated with licensing requirements for the contractor and its staff, subcontractors, etc.

SIN 522310 Financial Advising, Loan Servicing and Asset Management Services

522310 Services include assisting agencies on cross-cutting issues, asset marketability, equity monitoring, originations, and addressing any other considerations regarding the acquisition, management and/or resolution of an asset; assisting agencies in servicing, monitoring and maintaining loan assets such as establishing loan database, remittance processing, processing loan cancellations and consolidations, billing services, and servicing troubled loans which may include borrower negotiations, restructuring, foreclosure and supervision of the sale of the collateral and workout agreements.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
522310	Mortgage and Nonmortgage Loan Brokers	\$15 million

SIN 531210 Financial Asset Resolution Services

531210 Assist agencies in all asset resolution related areas including valuation / pricing, portfolio stratification, restructuring and disposition strategies which best meet agency goals. Make specific recommendations as to the best execution. Conduct a sale or other disposition vehicle. Provide marketing expertise, budget and credit reform analyses.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
531210	Offices of Real Estate Agents and Brokers	\$15 million

SIN 541211 Auditing Services

541211 Perform financial-related audits, performance audits, recovery audits, transportation audits, and contract audits in accordance with Generally Accepted Government Auditing Standards (GAGAS) and non-GAGAS. Perform an independent assessment of an audited entity's financial statements in conformity with generally accepted accounting principles, financial information, adherence to financial compliance requirements and internal controls, or organization or program performance to identify areas for improvement.

Recovery audits: identify recoverable funds resulting from overpayments, duplicate payments and underpayments under the authority of public law and regulation, e.g., Section 354 of the National Defense Authorization Act for FY 96 (Public Law 104-106; 110 Stat. 268; 10 U.S.C. 2461).

Transportation audits: perform administrative reviews and rate examinations on prepayment and post payment transportation bills to ensure accuracy, completeness, and compliance with established rates, tariffs, quotations, agreements, tenders or other applicable rate authority.

Note: Inherently Governmental services as identified in the Federal Acquisition Regulation (FAR) 7.503 or by the ordering agency are prohibited under this SIN. It is the responsibility of the Contracting Officer placing the order to make this determination.

Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541211	Offices of Certified Public Accountants	\$26.5 million

Instructions:

Offerors proposing this SIN shall complete and submit the following attachments with their proposal, in addition to the requirements of SCP-FSS-001:

1. A list of states, territories, and/or foreign countries in which it has a CPA license; and
2. A copy of its most recently completed peer review report, as well as any internal documents issued to address corrective action for noted deficiencies.
3. Offerors proposing to only perform transportation audits shall submit the above documents if available; if not available, offerors shall submit an attachment stating that the offeror is proposing transportation audits only and does not possess a CPA license and peer review report.

SIN 541214 Payroll Services

541214 Services include those that an agency identifies as recurring commercial activities such as billing, payroll processing that includes collecting information on hours worked, pay rates, deductions, and other payroll-related data using that information to generate paychecks, payroll reports, and tax filings. These establishments may use data processing and tabulating techniques as part of providing their services.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541214	Payroll Services	\$39 million

SIN 541219 Budget and Financial Management Services

541219 Services include accounting, budgeting, and complementary financial services such as: transaction analysis, transaction processing, data analysis and summarization, technical assistance in devising new or revised accounting policies and procedures, classifying accounting transactions, special studies to improve accounting operations, assessment and improvement of budget formulation and execution processes, special reviews to resolve budget formulation or budget execution issues, and technical assistance to improve budget preparation or execution processes.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R703
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541219	Other Accounting Services	\$25 million

SIN 561440 Debt Collection Services

561440 Services include providing collection services and servicing of defaulted loans which may include borrower negotiations, restructuring, and workout agreements.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R705
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
561440	Collection Agencies	\$19.5 million

H04. Identity Protection Services Subcategory**SIN 541990IPS Data Breach Response and Identity Protection**

541990IPS Data Breach Response and Identity Protection Services (IPS) include an integrated, total solution to provide identity monitoring and notification of Personally Identifiable Information (PII) and Protected Health Information (PHI); identity theft insurance; identity restoration services; and protection (safeguarding) the confidentiality of PII and PHI. Additional requirements specifically for Identity Protection Services are found in the notes section referenced below.

NOTE 1: Additional Proposal Instructions related to Identity Protection Services (IPS) are found in IPS Requirements Document 1B.

NOTE 2: Any firm offering Identity Protection Services will be required to provide a System Security Plan (SSP) in accordance with the template found in IPS Requirement Document 1C. The firm will also be required to submit a Firm Fixed Price as outlined in IPS Pricing Document 2, unless otherwise defined at the Task Order level (e.g. per product redeemed per the agreed-upon coverage period (month, year, etc.)) covering ALL services cited in Section I of IPS Requirements Document 1A. If defined otherwise at the Task Order level, it must still be able to be mapped to the awarded Schedule

contract pricing. Firms are encouraged to provide separate line item pricing for key services within this total solution SIN that the firm believes could be ordered independently (e.g., credit monitoring, restoration, etc.). This will allow the Ordering Agency to obtain only those services needed depending on level of breach. See IPS Pricing Document 2 for pricing tables.

NOTE 3: Services provided shall be performed in accordance with applicable Federal laws and policies, including the Identity Theft and Assumption Deterrence Act of 1998, as amended by Public Law 105-318, 112 Statute 3007 (Oct. 30, 1998), and implemented by 18 U.S.C. 1028. Firms are required to adhere to all applicable Office of Management and Budget (OMB) policies including OMB Circular A-130, Managing Federal Information as a Strategic Resource, and any updates to OMB Memorandum M-17-12, Preparing for and Responding to a Breach of Personally Identifiable Information.

NOTE 4: The Agency Ordering Guide for Identity Protection Services can be found at <https://www.gsa.gov/buying-selling/products-services/professional-services/buy-services/identity-protection-services-ips>

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541990	All Other Professional, Scientific and Technical Services	\$19.5 million

Instructions:

Offerors proposing this SIN shall complete and submit the following attachments with their proposal, in addition to the requirements of SCP-FSS-001:

1. Offerors shall submit a Firm Fixed Price pricing methodology covering ALL services cited in the Identity Protection Services (IPS) Additional Proposal Instructions. Offerors are encouraged to provide separate line item pricing for key services within this total solution SIN if the firm believes the services could be ordered independently. (e.g., credit monitoring, restoration, etc.) Services provided shall be performed in accordance with applicable Federal laws and policies, including the Identity Theft and Assumption Deterrence Act of 1998, as amended by Public Law 105-318, 112 Statute 3007 (Oct. 30, 1998), and implemented by 18 U.S.C. 1028. Contractors are required to adhere to all applicable Office of Management and Budget (OMB) policies including OMB Circular A-130, Managing Federal Information as a Strategic Resource, and any updates to OMB Memorandum M-17-12, Preparing for and Responding to a Breach of Personally Identifiable Information.

2. The following solicitation attachments contain additional instructions relevant to SIN 541990IPS Data Breach Response and Identify Protection Services

- a. IPS Requirement Document 1A contains Industry Definitions, Task Order Level Reporting Requirements, etc.
- b. IPS Requirement Document 1B contains Additional Proposal Instructions related to SIN 541990IPS
- c. IPS Requirement Document 1C contains the template to use to fill out the mandatory system security plan for SIN 541990IPS
- d. IPS Pricing Document 2 contains the mandatory pricing structure template for SIN 541990IPS

These documents are located on the [Multiple Award Schedule](#) page under SIN 541990IPS.

SIN 541990RISK Risk Assessment and Mitigation Services

541990RISK Services include: breach mitigation and analysis/forensic services, the deployment of financial risk assessment and mitigation strategies and techniques; improvement of capabilities through the reduction, identification, and mitigation of risks; detailed risk statements, risk explanations and mitigation recommendations; design and development of new business applications, processes, and procedures in response to risk assessments; and ensuring compliance with governance and regulatory requirements. Under this SIN, firms can also assist the Ordering Agency with preventive measures in protecting Personally Identifiable Information (PII) and Protected Health Information (PHI) through the evaluation of threats and vulnerabilities to PII and PHI type of information; training of Government personnel on how to prevent data breaches and

identity theft; vulnerability assessments; privacy impact and policy assessments; review and creation of privacy and safeguarding policies; prioritization of threats; maintenance and demonstration of compliance; and evaluation and analysis of internal controls critical to the detection and elimination of weaknesses to the protection of PII and PHI type of information.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541990	All Other Professional, Scientific and Technical Services	\$19.5 million

H05. Language Services Subcategory

SIN 541930 Translation and Interpretation Services

541930 Services include translating written material, interpreting speech from one language to another, and services to facilitate communication with and by persons who are visually or hearing impaired.. Services provided must include communication from a source language to a target language.

Examples include interpretation of oral communication to and from English and native Foreign Language including Simultaneous, Consecutive, Escort, Community, Telephonic and Voiceovers; Collecting, translating / interpreting and delivering mission related data; performing data analysis of translated materials; cultural consulting and role-playing; Title III monitoring, transcriptions and intercepts; preparing related reports and assessments; forensic processing; screening / gisting; related project / program management and control for linguist screening and, recruitment; logistical coordination; site supervision and quality control of all related services. Sign Language Services include ASL/English, Manually Coded English, Pidgin Signed English (PSE), Contact Sign; International Sign. Other services include closed captioning, voice-overs, textbook or audio script translation, website (HTML) and online document translation with typesetting services, telephone Services (TDD and TTY), deaf interpreting, tactile, transcription of braille documents and captioning services, cued English transliteration, and Section 508 compliant language services.

NOTE: Linguists with security clearances are included in the above mentioned services.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R608
Maximum Order : \$350,000

NAICS

Number	Description	Business Size
541930	Translation and Interpretation Services	\$22.5 million

Instructions:

Products for the visual and hearing impaired may be offered that complement the services proposed to provide a total solution for full accessibility of all forms of communication either under the ANCILLARY Special Item Number (SIN) or under another SIN where the scope is more clearly applicable.

If the offeror is proposing translation services, the offeror shall price the services by the word using the Price Proposal Template tab for Language Services Pricing - Translation Services.

If the offeror is proposing and is awarded translation services, the company shall provide written conversions of source texts in one language into target text written in another language with the meaning and intent of the original source text. Services shall include translation of documentation by technically qualified and experienced native-speaking language specialists. Proofing, editing, and client consultation for product assessment, glossary development and final production layout and output in a required media format are required. The contractor shall provide comprehensive support services to agencies by providing project management, consultation and deliverables. The contractor shall provide translations that are accurate, clear, and culturally and politically sensitive to the social environment of the target reader/audience.

If the offeror is proposing and is awarded interpretation services, the company shall provide services performed by professional and experienced interpreters that possess demonstrated proficiency levels that range from the ability to speak the language with sufficient structural accuracy and vocabulary to participate effectively in formal and informal conversations on practical, social, and professional topics at a minimum. The maximum proficiency level will demonstrate a highly articulate, well-educated native speaker which reflects the cultural standards of the country where the language is natively spoken. The ordering agency will specify in the task order the language requirement, location, dates, and times and any required certifications or accreditation necessary. Testing may be required by the ordering agency to determine qualified proficiency levels for some tasks. The contractor shall provide consultation and planning assistance to requesting agencies for conference interpretation services to determine interpretation team and equipment requirements when necessary. The contractor will be required to confirm availability and acceptance of specified tasks for scheduling purposes.

SIN 611630 Linguistic Training and Education

611630 Services include customized or standardized off-the-shelf Foreign Language training courses at on and off site locations in classroom, private, semi-private, tutorial and in-country immersion forums. Instructional training for various language proficiency levels and testing is included. Educational material in publication, software, audio and video formats may be provided.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R608
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
611630	Language Schools	\$20.5 million

H06. Legal Services Subcategory

SIN 541110 Professional Legal Services

541110 Assist agencies with the full spectrum of professional legal support required for the resolution, management and/or disposition of assets held by the Federal Government.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541110	Offices of Lawyers	\$15.5 million

Instructions:

Instructions:

1. Offerors proposing this SIN shall only provide services in the states/territories/countries under which is is licensed or approved to furnish such services. Ordering agencies may require the contractor to provide evidence of eligibility to perform services.
- 2) Each offeror shall provide an attachment describing the locations in which it is currently eligible to provide

legal services.

H07. Logistical Services Subcategory

Instructions:

SERVICES NOT INCLUDED: relocation of household goods is not authorized under this subcategory.

SIN 541614 Deployment, Distribution and Transportation Logistics Services:

541614 Services include the following: Deployment Logistics such as contingency planning, identifying/utilizing regional or global resources, integrating public/private sector resources, inventory/property planning, movement, storage, end-to-end industrial relocation/expansion services, and deploying communications and logistics systems to permit rapid deployment and management of supplies and equipment; Distribution and Transportation Logistics Services such as Planning and designing, implementing, or operating systems or facilities for the movement of supplies, equipment or people by road, air, water, rail, or pipeline.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R706
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541614	Process, Physical Distribution and Logistics Consulting Services	\$20 million

SIN 541614SVC Supply and Value Chain Management

541614SVC Includes supply and value chain management, which involves all phases of the planning, acquisition, and management of logistics systems.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : V122
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541614	Process, Physical Distribution and Logistics Consulting Services	\$20 million

H08. Marketing and Public Relations Subcategory

Instructions:

1. SERVICES NOT INCLUDED:

- a. Unattributed Prepackaged News Stories: The Government Accountability Office (GAO) wants agencies to know that unattributed prepackaged news stories violate the publicity and propaganda prohibition, which states, "No part of any appropriation contained in this or any other Act shall be used for publicity or propaganda purposes within the United States not heretofore authorized by Congress." In

a previously released study, GAO explains that prepackaged news stories are complete, audio-video presentations that are intended to be indistinguishable from news segments broadcast to the public by independent television news organizations. While agencies generally have the right to disseminate information about their policies and activities, GAO says, agencies cannot use appropriated funds to produce or distribute prepackaged news stories intended to be viewed by TV audiences that conceal or do not clearly identify for the audience that the agency was the source of the materials. "It is not enough that the contents of an agency's communication may be unobjectionable," the study states. "Neither is it enough for an agency to identify itself to the broadcasting organization as the source of the prepackaged news story." The study is called, "Unattributed Prepackaged News Stories Violate Publicity and Propaganda Prohibition," GAO-05-643T, May 2005.

b. Stand Alone Call Center Operations: Stand-alone call center operations are not included under this Subcategory.

c. Sports, Promotional, Outdoor, Recreation, Trophies and Signs: Offerors interested in providing marketing trinkets such as plaques, trophies, awards, shirts, promotional products, etc. in conjunction with any SINs in this Subcategory are directed to propose those items under the applicable Large Category and Subcategory in the solicitation (i.e. Awards).

2. NO-COST CONTRACTING SERVICES

The contractor may choose to provide services within this Subcategory at no cost to the Government. As consideration, the contractor shall be entitled to all of the registration, exhibition, sponsorship, and/or other fees collected as payment for performance under the task order, provided there is no cost to the Government. Under this arrangement, the contractor shall be liable for all costs related to the performance of the task order as defined in the task order and the Government's liability for payment of services would be \$0. The contractor shall remit the Industrial Funding Fee (IFF) based on the total value of fees collected under the order. The contractor shall provide an accounting of expenses and revenues, if requested by the ordering agency. Under this arrangement, the contractor's profit, if any, shall be derived from the revenue stream created through fees collected, if any. Additionally, should there be commissions received by the contractor for conference or trade show events, planning, etc., the contractor shall be entitled to retain those commissions. GSA will not accept offers that exclusively propose no-cost contracting services.

SIN 512110 Video/Film Production

512110 Services include writing, directing, shooting, arranging for talent/animation, narration, music and sound effects, duplication, distribution, video scoring; and editing.

Videotape and film production services will be provided to inform the public and Government agencies about the latest products, services, and/or issues in various outputs such as: industry standard formats, accessibility and video streaming development. Filming in studios, on location, live shows or events may also be required.

NOTE: Any commissions received for media placement will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : T006
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
512110	Motion Picture and Video Production	\$40 million

SIN 541430 Graphic Design Services

541430 Services include planning, designing, and managing the production of visual communication in order to convey specific messages or concepts, clarify complex information, or project visual identities.

These services can include the design of printed materials, packaging, advertising, signage systems, and corporate identification (logos) and can include commercial artists engaged exclusively in generating drawings and illustrations requiring technical accuracy or interpretative skills

Examples include commercial art, graphic design, special effects services that educate the consumer market about product(s) and/or service(s); updating, rewriting, and/or editing pre-existing materials; developing conceptual design and layouts, creating sketches, drawings, publication designs, and typographic layouts; and furnishing custom or stock artwork (including electronic artwork).

NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R499
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541430	Graphic Design Services	\$9 million

SIN 541511 Web Based Marketing

541511 Services include, but are not limited to writing, modifying, testing, and supporting software to meet the needs of a particular customer. This can include website design and maintenance services, search engine development, email marketing, interactive marketing, web based advertising (including marketing and social media outlets), webcasting, video conferencing via the web, section 508 compliance, including captioning services, online media management; and related activities to web based services.

Media will be provided in a format that is compatible with the ordering agency's software requirements. Continual website updates and maintenance may also be required.

NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : DD01
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541511	Custom Computer Programming Services	\$34 million

SIN 541613 Marketing Consulting Services

541613 Services include providing operating advice and assistance on marketing issues, such as developing marketing objectives and policies, sales forecasting, marketing planning and strategy, and development of multi-media campaigns. Services relating to providing assistance with challenges, contests, and competitions, such as providing marketing and advertising support, assistance with conducting the challenge/contest/competition, facilitating events; and supporting the judging of events are included. The challenge/contest/competition may be to identify a solution to a particular problem or to accomplish a particular goal. Prizes or other incentives may be offered by customers to find innovative or cost-effective solutions to improving open government. Solutions may be ideas, designs, proofs of concept or finished products. SIN 541810ODC must be used in conjunction with the payment for prizes or other incentives.

NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R701
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541613	Marketing Consulting Services	\$19 million

SIN 541810 Advertising Services

541810 Services provided under this SIN will promote public awareness of an agency's mission and initiatives, enable public understanding of complex technical and social issues, disseminate information to industry and consumer advocacy groups and engage in recruitment campaigns.

Services include, but are not limited to the following components: advertising objective determination, message decision/creation, media selection, outdoor marketing and media services, broadcastmedia (radio, TV, internet and public service announcements), direct mail services, media planning, media placement services, advertising evaluation, related activities to advertising services.

NOTE: Any commissions received for advertising agencies will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R701
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541810	Advertising Agencies	\$25.5 million

SIN 541810ODC Other Direct Costs for Marketing and Public Relations Services

541810ODC All Other Direct Costs (ODCs) proposed must be directly related and only purchased in conjunction with Marketing and Public Relations Subcategory services offered under these SINS: 512110, 541430, 541511, 541613, 541810, 541820, 541910, and 561920. ODCs shall be an integral part of the total marketing consulting services solution and shall not be the primary purpose of the work ordered. Items awarded under SIN 541810 ODC are not Order-Level Materials (OLMs). ODC's are defined, priced, and awarded at the FSS contract level, whereas OLMs are unknown before an order is placed. Possible ODCs may include: funding for payment of media spots on television/radio/social media, conference meeting space, prize payments, etc. Travel and per diem are not considered ODCs. NOTE: Any commissions received for Marketing and Public Relations Subcategory will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R701
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541810	Advertising Agencies	\$25.5 million

Instructions:

The following additional instructions apply to this SIN:

1. ODCs will only be provided in support of the services awarded under the Subcategory Marketing and Public Relations Services and shall never be proposed or awarded on a stand-alone basis.
2. ODCs that the company is providing using its own staff or equipment, rather than staff/equipment provided by a third party, are not appropriate for this SIN and will not be awarded.
3. ODCs are established at Not-to-Exceed amounts and are not subject to the Economic Price Adjustment clauses 552.216-70 or I-FSS-969.
4. If proposing ODCs with a markup, the offeror must demonstrate a clear and documented relationship between what was charged to their firm (i.e., invoice reflecting actual costs) plus the markup clearly showing on the supporting price document (i.e., invoice, contract, or quote sheet).
5. ODCs are to be provided at-cost to the customer agency, plus IFF and any awarded markup rate. No other fees or charges are authorized.
6. Any ODCs that are covered by other SINs on this Schedule must be proposed under the applicable SIN(s) rather than as an ODC.
7. Review the "Instructions" tab on the Price Proposal Template (PPT) for additional guidance relating to pricing ODCs under this SIN.
8. All Other Direct Costs (ODCs) awarded under this SIN are excluded from the applicable EPA clause(s) established at the contract level. In the event that a price adjustment on awarded ODCs is needed because the price offered by the third party supplier has increased above the ceiling price, ODC prices will be escalated in accordance with clause 552.212-4 (c) Changes and the published modification instructions.

SIN 541820 Public Relations Services

541820 Services provided include providing customized media and public relation services such as the development of media messages and strategies; providing recommendations of media sources for placement of campaigns; preparing media materials such as, background materials, press releases, speeches and presentations and press kits; executing media programs, conducting press conferences, scheduling broadcast and/or print interviews, media alerts and press clipping services related activities to public relations services.

NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R708
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541820	Public Relations Agencies	\$19 million

SIN 541910 Marketing Research and Analysis

541910 Services include customizing strategic marketing plans, branding initiatives, creating public awareness of products, services, and issues; targeting market identification and analysis, establishing measurable marketing objectives; determining market trends and conditions, identifying and implementing appropriate strategies, conducting focus groups, telemarketing, individual interviews, preparing/distributing surveys, and compiling/analyzing results, establishing call centers (in relation to services provided under this schedule).

NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R422
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541910	Marketing Research and Public Opinion Polling	\$22.5 million

SIN 561920 Conference, Meeting, Event and Trade Show Planning Services

561920 Service include organizing, promoting, and/or managing events, such as business and trade shows, conventions, conferences, and meetings (whether or not they manage and provide the staff to operate the facilities in which these events take place), project management, coordination and implementation of third party participation, collection management of third party payment for participation, liaison support with venue, audiovisual and information technology support, topic and speaker identification, site location research, reservation of facilities, on-site meeting and registration support, editorial services, automation and telecommunications support, design and editing productions; and mailing and other communication with attendees including pre/post meeting mailings/travel support and computer database creation.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R499
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
561920	Convention and Trade Show Organizers	\$20 million

H09. Technical and Engineering Services (Non IT) Subcategory

Instructions:

1. TRANSACTIONAL DATA REPORTING:

The Transactional Data Reporting (TDR) Pilot applies to this entire Subcategory, with the exception of SINs 541370GIS and 541990TAD. If the offeror is including one or more TDR-eligible SINs under this Subcategory in its proposal, the offeror is eligible to elect to participate in the TDR pilot. For more information on the TDR Pilot, please review the solicitation attachment entitled, "TDR Pilot."

2. SERVICES NOT INCLUDED IN THIS SUBCATEGORY:

- a. Production and Manufacturing: Mass production or manufacturing of standardized products on production or assembly lines. However, the manufacture, fabrication, installation or production for the purpose of developing working models or prototypes that may be used for further testing, analysis and evaluation before full scale production begins is allowed under this Subcategory. The number of prototypes or working models to be produced is dependent upon the ordering activities requirement for testing and analysis. However, the preponderance of work should be performed by professional labor categories.
- b. Computer Engineering and Information Technology. These services are available under the Information Technology Category.
- c. Foundations and Landscaping Engineering.

d. Heating, ventilation and air-conditioning (HVAC) services related to building, structures or other real property set forth for construction and architect-engineering services governed by FAR Part 36. Offerors interested in providing these services are directed to contact GSAs Public Buildings Service (PBS), at www.gsa.gov/pbs for additional information. Engineering services related to the manufacture, production, furnishing, construction, alteration, repair, processing or assembling of vessels, aircraft, or other kinds of personal property is within the scope of this Subcategory.

e. Research and development as set forth in FAR Part 35. However, research, analysis, and developmental work related to providing a solution to an engineering requirement is allowed.

f. Construction and Architect-Engineer services as defined in FAR Part 36.

g. Surveying and mapping services as defined under the Brooks Act.

SIN 541330EMI Engineering Services Related to Military, Aerospace Equipment, Military Weapons, National Energy Policy Act of 1992, Marine Engineering or Naval Architecture

541330EMI Services include: applying physical laws and principles of engineering in the design, development, and utilization of machines, materials, instruments, processes, and systems specifically relating to military aerospace equipment and/or military weapons, and/or engineering services awarded under the National Energy Policy Act of 1992, and/or marine engineering or naval Architecture. Services may involve any of the following activities: provision of advice, concept development, requirements analysis, preparation of feasibility studies, preparation of preliminary and final plans and designs, provision of technical services during the construction or installation phase, inspection and evaluation, and related services.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R425
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541330	Engineering Services	\$25.5 million

Instructions:

Note: The scope of this SIN is limited to services associated with NAICS 541330 Exception 1 "Military and Aerospace Equipment and Military Weapons," NAICS 541330 Exception 2 "Contracts and Subcontracts for Engineering Services Awarded Under the National Energy Policy Act of 1992," and NAICS 541330 Exception 3 "Marine Engineering and Naval Architecture." These NAICS exceptions have a size standard of \$47.0 Million.

SIN 541330ENG Engineering Services

541330ENG Services include: applying physical laws and principles of engineering in the design, development, and utilization of machines, materials, instruments, processes, and systems. Services may involve any of the following activities: provision of advice, concept development, requirements analysis, preparation of feasibility studies, preparation of preliminary and final plans and designs, provision of technical services during the construction or installation phase, inspection and evaluation of engineering projects, and related services.

NOTE: Services under this SIN cannot include architect-engineer services as defined in the Brooks Act and FAR Part 2, or construction services as defined in FAR Parts 2 and 36.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R425
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541330	Engineering Services	\$25.5 million

Instructions:

1. Offerors proposing any construction management or engineering consulting services relating to real property are advised to review the Implementation Guide published on the Professional Services Category site prior to submitting an offer. The implementation guide provides further information on the scope of services authorized under this SIN.

2. Offerors proposing Space Launch Integration Services (SLIS) are advised to review the SLIS Implementation Guide published on the Professional Services Category site prior to submitting an offer. The implementation guide provides further information on the scope of services and required SINs to provide those services.

SIN 541370GIS Geographic Information Systems (GIS) Services

541370GIS Geographic Information Services (GIS) include: cultural resource GIS (CRGIS); groundwater monitoring; growth forecast modeling; habitat conservation plans; habitat modeling; image analysis support for emergency response; mapping, cartography, and mashups (e.g., combining data from more than one source into a single integrated tool to include aerial mapping); migration pattern analysis; natural resource planning; remote sensing for environmental studies; terrestrial, marine, and/or atmospheric measuring/management; vegetation mapping; and watershed characterization for mitigation planning. NOTE: The services offered under this scope shall NOT include surveying and mapping services as set forth in FAR Part 36, and defined under the Brooks Act of 1972 (Public Law 92-582, 40 U.S. 1102 et seq.).

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : F999
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541370	Surveying and Mapping (except Geophysical) Services	\$19 million

Instructions:

This SIN is for GIS services only. While it is recognized that the offeror/contractor will utilize GIS software in performing services under this SIN, any GIS software products/packages/systems the offeror is proposing to complement this SIN must be proposed under the Information Technology (IT) Subcategory and applicable software SIN.

SIN 541420 Engineering System Design and Integration Services

541420 Services include creating and developing designs and specifications that optimize the use, value, and appearance of their products. These services can include determination of the materials, construction, mechanisms, shape, color, and surface finishes of the product, taking into consideration human characteristics and needs, safety, market appeal, and efficiency in production, distribution, use, and maintenance.

Associated tasks include, but are not limited to computer-aided design, e.g. CADD, risk reduction strategies and recommendations to mitigate identified risk conditions, fire modeling, performance-based design reviews, high level detailed specification and scope preparation, configuration, management and document control, fabrication, assembly and simulation, modeling, training, consulting, analysis of single or multi spacecraft missions and mission design analysis.

NOTE: Services under this NAICs can not include architect-engineer services as defined in the Brooks Act and FAR Part 2 or construction services as defined in the Federal Acquisition Regulation Part 36 and Part 2.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R425
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541420	Industrial Design Services	\$17 million

SIN 541690 Technical Consulting Services

541690 Technical Consulting Services - Services include providing advice and assistance on technical domains and issues (except those covered by the environmental, energy, and IT consulting SINs on this Schedule). Typical associated tasks include, but are not limited to: strategic planning, feasibility analysis, requirements determination, policy interpretation and support, process analysis and/or development, research studies, testing (other than laboratory testing), program analysis, and associated support tasks.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R425
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541690	Other Scientific and Technical Consulting Services	\$19 million

SIN 541715 Engineering Research and Development and Strategic Planning

541715 Services include conducting research and experimental development (except nanotechnology and biotechnology research and experimental development) in the physical, engineering and life sciences such as; such as agriculture, electronics, environmental, biology, botany, computers, chemistry, food, fisheries, forests, geology, health, mathematics, medicine, oceanography, pharmacy, physics, veterinary and other allied subjects.

Typical tasks include, but are not limited to, analysis of mission, program goals and objectives, program evaluations, analysis of program effectiveness, requirements analysis, organizational performance assessment, special studies and analysis, training, and consulting; requirements analysis, cost/cost performance trade-off analysis, feasibility analysis, developing and completing fire safety evaluation worksheets as they relate to engineering services; operation and maintenance, evaluation of inspection, testing, and maintenance program for fire protection and life safety systems, program/project management, technology transfer/insertion, training and consulting.

NOTE: Services under this NAICs can not include architect-engineer services as defined in the Brooks Act and FAR Part 2 or construction services as defined in the Federal Acquisition Regulation Part 36 and Part 2.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R425
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541715	Research and Development in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology)	1000 employees

Instructions:

NOTE: This SIN is limited to research, analysis, and developmental services related to an engineering solution. Research and development services, as set forth in FAR Part 35, are not included under this SIN.

SIN 541715AIR Engineering Research and Development for Aircraft, Aircraft Engines and Engine Parts

541715AIR Services include conducting research and experimental development (except nanotechnology and biotechnology research and experimental development) specifically in relation to aircraft, aircraft engines, and aircraft engine parts.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : AJ12
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541715	Research and Development in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology)	1000 employees

Instructions:

NOTE: This SIN is limited to research, analysis, and developmental services related to an engineering solution. Research and development services, as set forth in FAR Part 35, are not included under this SIN.

The scope of this SIN is further limited to services associated with NAICS 541715 Exception 1 "Aircraft, Aircraft Engine and Engine Parts." This NAICS exception has a size standard of 1,500 Employees.

SIN 541715APM Engineering Research and Development for: Other Aircraft Parts and Auxiliary Equipment, Guided Missiles and Space Vehicles, Their Propulsion Units and Propulsion Parts

541715APM Services include conducting research and experimental development (except nanotechnology and biotechnology research and experimental development) specifically in relation to other aircraft parts and auxiliary airplane equipment other than those specified in SIN 541714AIR, guided missiles and space vehicles, their propulsion units and propulsion parts.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : AJ12
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541715	Research and Development in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology)	1000 employees

Instructions:

NOTE: This SIN is limited to research, analysis, and developmental services related to an engineering solution. Research and development services, as set forth in FAR Part 35, are not included under this SIN.

The scope of this SIN is further limited to services associated with NAICS 541715 Exception 2 "Other Aircraft Parts and Auxiliary Equipment" and NAICS 541715 Exception 3 " Guided Missiles and Space

Vehicles, Their Propulsion Units and Propulsion Parts." These NAICS exceptions have a size standard of 1,250 Employees.

SIN 541990 All Other Professional, Scientific, and Technical Services (Non-IT)

541990 Services provided include professional, scientific, and technical services not covered under other SINS. Examples include, but are not limited to, the following: appraisal services (except real estate); crisis management; emergency preparedness; emergency management; commodity inspector services; mathematical (both theoretical and applied) and statistical (both theoretical and applied) professional services; performance and impact evaluation services (related to a scientific or technical project); public health planning services; and weather forecasting services.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R425
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
541990	All Other Professional, Scientific and Technical Services	\$19.5 million

H10. Training Subcategory

SIN 333318TDTM Off-the-Shelf Training Devices and Training Materials

333318TDTM Off-the-Shelf Training Devices: Proposed training devices shall be commercially-available off-the-shelf training devices to include software programs, teaching machines and devices, simulators such as driving simulators, flight simulators, etc., prepared printed instructional material, medical models and simulators, prepared audio and visual instruction material and multimedia program kits. Customizable Training Devices: Proposed customized training devices and simulators shall be in addition to the or the result of planning, designing, and/or producing customized training products that include but are not limited to print, audio/visual, audio, digital formats and emerging technologies. Proposed training devices, print materials, audio-visual and multimedia formats, electronic media, etc., shall directly train students in a specific subject matter(s) or assist in the training of a specific subject matter(s). Customizable Training Devices/Materials: Proposed off-the-shelf devices and simulators may be customized to customer specifications via a scope of work and priced on a firm fixed price or labor hour basis.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : 6910
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
333310	COMMERCIAL AND SERVICE INDUSTRY MACHINERY MANUFACTURING	1000 employees

Instructions:

All proposed print materials, audio-visual and multi-media formats, electronic media, etc., shall directly train students in a specific subject or assist in the training of specific subject matter.

NOTE: Offerors proposing services related to SIN 333318TDTM shall provide the following:

A Copy of the Reseller Agreement if applicable from each publisher/manufacturer.

Copy of Commercial End User Licensing Agreement, if any

Copy of Commercial Service Agreement, if any

Copy of End User Systems Requirements

Copy of Manufacturer's Authorization to Resell/Distribute, if applicable

Provide Statement that Live Ammunition is NOT used in any training product

SIN 611TRAINAW Defense Acquisition Workforce Improvement Act (DAWIA) and Federal Acquisition Certification in Contracting (FAC-C) Professional Development Training for Acquisition Workforce Personnel

611TRAINAW In accordance with OMB Policy Letter 05-01, civilian agencies must follow the course equivalency determinations accepted by the Defense Acquisition University (DAU) to ensure that core training is comparable across the workforce and qualifies for certification. This SIN is intended to include only DAWIA and FAC-C courses that have been deemed DAU equivalent or approved by the Federal Acquisition Institute (FAI).

When procuring FAC-C and DAWIA training for the audience identified below, the task order level Contracting Officer shall confirm that the courses being acquired are listed on one of the following websites:

<https://www.fai.gov/drupal/certification/verified-contracting-course-vendor-listing> OR <http://icatalog.dau.mil/appg.aspx> (click on commercial vendors).

Training Audience Acquisition professionals interested in completing FAC-C or DAWIA training.

NOTE: Offerors Shall Provide the Following: A copy of the DAU Equivalency and/or FAI Verification issued for each course offered.

Resumes of all proposed instructors

A detailed training plan evidencing how instructors are kept up to date and conversant with federal acquisition regulations on a continuous basis.

References: Last 3 customers.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R410
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
611430	Professional and Management Development Training	\$15 million

Instructions:

In accordance with OMB Policy Letter 05-01, civilian agencies must follow the course equivalency determinations accepted by the Defense Acquisition University (DAU) to ensure that core training is comparable across the workforce and qualifies for certification. This SIN is intended to include only DAWIA and FAC-C courses that have been deemed DAU equivalent or approved by the Federal Acquisition Institute (FAI). When procuring FAC-C and DAWIA training for the audience identified below, the task order level Contracting Officer shall confirm that the courses being acquired are listed on one of the following websites:

<https://www.fai.gov/drupal/certification/verified-contracting-course-vendor-listing> OR

<http://icatalog.dau.mil/appg.aspx> (click on commercial vendors). Training Audience Acquisition professionals interested in completing FAC-C or DAWIA Training.

NOTE: Offerors Shall Provide the Following:

A copy of the DAU Equivalency and/or FAI Verification issued for each course offered.

Resumes of all proposed instructors

A detailed training plan evidencing how instructors are kept up to date and conversant with federal acquisition regulations on a continuous basis.

References: Last 3 customers.

SIN 611430 Professional and Management Development Training

611430 Services include offering an array of short duration courses and seminars for management and professional development. Training for career development may be provided directly to individuals or through employers' training programs, and courses may be customized or modified to meet the special needs of customers. Instruction may be provided in diverse settings, such as the establishment's or agency's training facilities, and through diverse means, such as correspondence, television, the Internet, or other electronic and distance-learning methods. The training provided may include the use of simulators and simulation methods. Proposed professional services shall be in support of planning, creating, and/or executing testing and test administration, learning management, internship, or development of new courses or subject matter delivered via an instructor-led (i.e. traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system.

Examples include Training Services that are instructor led Training or Web Based Training of Education Courses, Course Development and Test Administration, Learning Management, and Internships; Environmental Training Services in order to meet Federal mandates and Executive Orders; training of agency personnel to deal with media and media responses; Logistics Training Services related to system operations, automated tools for supply and value chain management, property and inventory management, distribution and transportation management, and maintenance of equipment and facilities; Audit & Financial training services related to course development and instruction required to support audit, review, financial assessment and financial management activities.

Any firm offering Defense Acquisition Workforce Improvement Act (DAWIA) and Federal Acquisition Certification in Contracting (FAC-C) Training for Acquisition Workforce Personnel will include an identify only DAWIA and FAC-C courses that have been deemed DAU equivalent or approved by the Federal Acquisition Institute (FAI).

NOTE: In accordance with OMB Policy Letter 05-01, civilian agencies must follow the course equivalency determinations accepted by the Defense Acquisition University (DAU) to ensure that core training is comparable across the workforce and qualifies for certification. When procuring FAC-C and DAWIA training for the audience identified below, the task order level Contracting Officer shall confirm that the courses being acquired are listed on one of the following websites: <https://www.fai.gov/drupal/certification/verified-contracting-course-vendor-listing> OR <http://icatalog.dau.mil/appg.aspx> (click on commercial vendors). Training Audience-Acquisition professionals interested in completing FAC-C or DAWIA.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : R704
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
611430	Professional and Management Development Training	\$15 million

Instructions:

Proposed courses shall be commercially-available off-the-shelf training and/or educational courses that are delivered via an Instructor-led (i.e. traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system. Courses shall have a defined course title, length of time (i.e. hours, days, semesters, etc.), description of material to be taught (i.e. syllabi, table of contents, etc.), and whether materials are included in the price. (i.e. books, pamphlets, software, etc.).

Proposed professional services shall be in support of planning, creating, and/or executing testing and test administration, learning management, internship, or development of new courses or subject matter delivered via an instructor-led (i.e. traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system. Proposed customization services are the result of planning, creating, and/or executing a proprietary format and may be priced as a flat rate or as Labor/hours using professional labor categories (i.e. Subject Matter Experts (SMEs), Program Managers, Project Managers, Research Assistant, Technical Specialist, etc.), subject matter(s), Systems requirements

and methodology(ies) to be used should be stated. Acquisition training will be accomplished under SIN 611TRAINAW. Functional industry-specific training covered under other schedules will not be accomplished under this SIN.

SIN 611512 Flight Training

611512 Includes aviation and flight training.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : U006
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
611512	Flight Training	\$34 million

Instructions:

This SIN is for companies primarily engaged in offering aviation and flight training. These establishments may offer vocational training, recreational training, or both.

SIN 611710 Educational Support Services

611710 Includes support personnel and services for educational needs, including training.

Cooperative Purchasing: No
Set Aside: No
FSC/PSC Code : U099
Maximum Order : \$1,000,000

NAICS

Number	Description	Business Size
611710	Educational Support Services	\$24 million

Instructions:

Education and training support services provide the customer with a comprehensive knowledge (e.g., operational capabilities, user-training, maintenance training, repair techniques) of products, procedures, processes, and applications. Services may include (e.g., destruction, document conversion, records management and photographic) Training may be offered in various forms: (e.g., onsite/offsite, interactive on-line training). Note: Training of personnel that is required to be provided at initial installation or during the course of the contract and training that is normally provided by the contractor to commercial and/or government customers (at no additional cost to the customer) is not included.

Full Text Regulations:

Begin Regulation

552.238-73 IDENTIFICATION OF ELECTRONIC OFFICE EQUIPMENT PROVIDING ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES (MAR 2022)

(a) Definitions.

"Electronic office equipment accessibility" means the application/configuration of electronic office equipment (includes hardware, software and firmware) in a manner that accommodates the functional limitations of individuals with disabilities so as to promote productivity and provide access to work related and/or public information resources.

"Individuals with Disabilities" mean qualified individuals with impairments as cited in 29 U.S.C. 705(20) who can benefit from electronic office equipment accessibility.

"Special peripheral" means a special needs aid that provides access to electronic equipment that is otherwise inaccessible to individuals with disabilities.

(b) The offeror is encouraged to identify in its offer, and include in any commercial catalogs and pricelists accepted by the Contracting Officer, office equipment, including any special peripheral, that will facilitate electronic office equipment accessibility for individuals with disabilities. Identification should include the type of disability accommodated and how the users with that disability would be helped.

End of clause

Begin Regulation

52.222-46 EVALUATION OF COMPENSATION FOR PROFESSIONAL EMPLOYEES (FEB 1993)

(a) Recompetition of service contracts may in some cases result in lowering the compensation (salaries and fringe benefits) paid or furnished professional employees. This lowering can be detrimental in obtaining the quality of professional services needed for adequate contract performance. It is therefore in the Government's best interest that professional employees, as defined in 29 CFR 541, be properly and fairly compensated. As part of their proposals, offerors will submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract. The Government will evaluate the plan to assure that it reflects a sound management approach and understanding of the contract requirements. This evaluation will include an assessment of the offeror's ability to provide uninterrupted high-quality work. The professional compensation proposed will be considered in terms of its impact upon recruiting and retention, its realism, and its consistency with a total plan for compensation. Supporting information will include data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, used in establishing the total compensation structure.

(b) The compensation levels proposed should reflect a clear understanding of work to be performed and should indicate the capability of the proposed compensation structure to obtain and keep suitably qualified personnel to meet mission objectives. The salary rates or ranges must take into account

differences in skills, the complexity of various disciplines, and professional job difficulty. Additionally, proposals envisioning compensation levels lower than those of predecessor contractors for the same work will be evaluated on the basis of maintaining program continuity, uninterrupted high-quality work, and availability of required competent professional service employees. Offerors are cautioned that lowered compensation for essentially the same professional work may indicate lack of sound management judgment and lack of understanding of the requirement.

(c) The Government is concerned with the quality and stability of the work force to be employed on this contract. Professional compensation that is unrealistically low or not in reasonable relationship to the various job categories, since it may impair the Contractor's ability to attract and retain competent professional service employees, may be viewed as evidence of failure to comprehend the complexity of the contract requirements.

(d) Failure to comply with these provisions may constitute sufficient cause to justify rejection of a proposal.

Begin Regulation

**52.222-52 EXEMPTION FROM APPLICATION OF THE SERVICE
CONTRACT LABOR STANDARDS TO CONTRACTS FOR
CERTAIN SERVICES--CERTIFICATION (MAY 2014)**

(a) The offeror shall check the following certification:

CERTIFICATION

The offeror *\$vendorInsert1* does *\$vendorInsert2* does not certify that--

- (1) The services under the contract are offered and sold regularly to non-Governmental customers, and are provided by the offeror (or subcontractor in the case of an exempt subcontract) to the general public in substantial quantities in the course of normal business operations;
- (2) The contract services are furnished at prices that are, or are based on, established catalog or market prices. An "established catalog price" is a price included in a catalog, price list, schedule, or other form that is regularly maintained by the manufacturer or the offeror, is either published or otherwise available for inspection by customers, and states prices at which sales currently, or were last, made to a significant number of buyers constituting the general public. An "established market price" is a current price, established in the usual course of ordinary and usual trade between buyers and sellers free to bargain, which can be substantiated from sources independent of the manufacturer or offeror;
- (3) Each service employee who will perform the services under the contract will spend only a small portion of his or her time (a monthly average of less than 20 percent of the available hours on an annualized basis, or less than 20 percent of available hours during the contract period if the contract period is less than a month) servicing the Government contract; and
- (4) The offeror uses the same compensation (wage and fringe benefits) plan for all service employees performing work under the contract as the offeror uses for these employees and for equivalent employees servicing commercial customers.

(b) Certification by the offeror as to its compliance with respect to the contract also constitutes its certification as to compliance by its subcontractor if it subcontracts out the exempt services. If the offeror certifies to the conditions in paragraph (a) of this provision, and the Contracting Officer determines in accordance with FAR [22.1003-4](#)(d)(3) that the Service Contract Labor Standards statute —

- (1) Will not apply to this offeror, then the Service Contract Labor Standards clause in this

solicitation will not be included in any resultant contract to this offeror; or

(2) Will apply to this offeror, then the clause at FAR [52.222-53](#), Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services—Requirements, in this solicitation will not be included in any resultant contract awarded to this offer, and the offeror may be provided an opportunity to submit a new offer on that basis.

(c) If the offeror does not certify to the conditions in paragraph (a) of this provision--

(1) The clause of this solicitation at [52.222-53](#), Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services—Requirements, will not be included in any resultant contract to this offeror; and

(2) The offeror shall notify the Contracting Officer as soon as possible if the Contracting Officer did not attach a Service Contract Labor Standards wage determination to the solicitation.

(d) The Contracting Officer may not make an award to the offeror, if the offeror fails to execute the certification in paragraph (a) of this provision or to contact the Contracting Officer as required in paragraph (c) of this provision.

Begin Regulation

552.238-90 CHARACTERISTICS OF ELECTRIC CURRENT (MAY 2019)

Contractors supplying equipment which uses electrical current are required to supply equipment suitable for the electrical system at the location at which the equipment is to be used as specified on the order.

Begin Regulation

552.238-91 MARKING AND DOCUMENTATION REQUIREMENTS FOR SHIPPING (MAY 2019)

(a) *Responsibility.* It shall be the responsibility of the ordering activity to determine the full marking and documentation requirements necessary under the various methods of shipment authorized by the contract.

(b) *Documentation.* In the event the ordering activity fails to provide the essential information and documentation, the Contractor shall, within three days after receipt of order, contact the ordering activity and advise them accordingly. The Contractor shall not proceed with any shipment requiring transshipment via U.S. Government facilities without the prerequisites stated in paragraph (c) of this section.

(c) *Direct shipments.* The Contractor shall mark all items ordered against this contract with indelible ink, paint or fluid, as follows:

- (1) Traffic Management or Transportation Officer at FINAL destination.
- (2) Ordering Supply Account Number.
- (3) Account number.
- (4) Delivery Order or Purchase Order Number.

(5) National Stock Number, if applicable; or Contractor's item number.

(6) Box _____ of _____ Boxes.

(7) Nomenclature (brief description of items).

Begin Regulation

**52.228-5 INSURANCE—WORK ON A GOVERNMENT
INSTALLATION (JAN 1997)**

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.