

U.S. GENERAL SERVICES ADMINISTRATION
American Recovery & Reinvestment Act of 2009
Industry Frequently Asked Questions

As of August 24, 2009

Updates

⇒ **August 24:** Updated Questions 2, 6, 12, 18, 19, 27
Added new Questions 20 and 21 and renumbered thereafter

Question 1: What is GSA doing as a result of the American Reinvestment and Recovery Act?

Answer: GSA is proactively responding to the Recovery Act. Congress recently approved the agency's \$5.55 billion spending proposal that highlights public building projects it plans to accomplish with funds from the Recovery Act. The legislation directs \$750 million to renovate and construct federal buildings and courthouses, \$300 million to renovate and construct land ports of entry and \$4.5 billion to convert federal buildings to high-performance green buildings.

The Recovery Act also includes a \$300 million provision directing GSA to continue purchasing fuel efficient and low emission vehicles. GSA is working with other federal agencies to determine the best method to evaluate fleet vehicles eligible for replacement to meet the energy efficiency goals of the legislation.

Finally, GSA is helping Federal customers implement their Recovery Act requirements by offering streamlined acquisition processes and solutions.

Question 2: How did GSA prioritize projects selected for Recovery Act funding?

Answer: Projects were selected based on the speed at which jobs can be created and how much added energy efficiency can be gained. GSA's first \$1 billion in Recovery Act investments is comprised of funding projects at 120 buildings across the country. GSA will obligate its remaining \$4.5 billion in Recovery Act construction funds by September 30, 2011.

Question 3: How is GSA preparing for the anticipated increase in workload for public building projects due to the Recovery Act?

Answer: GSA is working to address immediate workload needs by leveraging existing contract vehicles. GSA anticipates accomplishing a significant portion of its Recovery Act work through Blanket Purchase Agreements (BPAs) using GSA Schedules. This business is likely to include areas such as lighting, controls, roofing, photovoltaic, windows, and chillers. There may also be opportunities in functional areas such as project management and legal support services.

Companies that do not already hold a GSA contract can explore subcontracting opportunities with companies that are under contract. Subcontracting opportunities will likely exist within GSA's Recovery Act BPAs.

The Federal Business Opportunities web site ([FedBizOpps](#)) includes notification of BPAs that have been awarded to facilitate Recovery Act investment in federal buildings.

Question 4: Has GSA considered hiring additional personnel, especially contracting personnel, to help with Recovery Act projects?

Answer: We will certainly need additional personnel. To determine how many, we will rely, in part, on workload models we have developed over the last five years, based on historical data and performance metrics. We will have a mixture of permanent, temporary and contracted staff as appropriate to support the temporary workload increase related to the Recovery Act. There may be also be contract/BPA opportunities in functional areas such as project management and legal support services.

Question 5: Can I do consulting and/or acquisition support and also get contracts to do the work?

Answer: Contractors involved in acquisition support may be precluded from performing the work for which they are contracted if a conflict of interest exists. Additionally, contractors involved in construction project management will be specifically precluded from executing the work that their firm would also oversee.

Question 6: How is GSA reaching out to customers?

Answer: GSA's outreach for external customers emphasizes the availability of offerings through the Multiple Award Schedules program, Governmentwide Acquisition Contracts (GWACs), and support offered via e-tools such as [GSA Advantage](#), [eBuy](#), and Schedules [eLibrary](#). GSA hosted an "American Recovery and Reinvestment Act Conference" for customer agencies in spring 2009 to build awareness about streamlined solutions available to increase speed, efficiency, and transparency in the acquisition process.

Additionally, the agency launched an Economic Recovery Outreach Campaign in April 2009 to generate awareness about GSA's "shovel-ready" solutions that are available to federal agencies in support of the Recovery Act projects. The campaign, which will run through August 2009, includes print ads, online banner ads, outdoor ads, and radio ads via channels targeted at GSA's customers.

Most recently, at GSA Expo in June 2009, GSA hosted several classes for industry and customers offering guidance on how they can meet their Recovery Act responsibilities. GSA expects to hold additional outreach events in the future to bring customers and our agency's acquisition experts together.

Question 7: What will GSA do to ensure transparency in resource allocation, and reporting?

Answer: GSA will report frequently to the Committees of the House and the Senate on what we are planning and what we are accomplishing. GSA will also be taking the lead in launching and managing [Recovery.gov](#) – the official website of the federal government that will report progress on Recovery Act mandates. We are modifying our financial systems so we can track information at the level required to meet Recovery.gov requirements and to ensure we can measure the impact of each dollar spent. Contract notifications will be posted on the Federal Business Opportunities website ([FedBizOpps.gov](#)) for private firms to search and retrieve.

Question 8: How does GSA incorporate small businesses into its contracting processes? What percent of the agency's contracting dollars is allocated to small business?

Answer: Last year GSA spent \$3 billion on project work. Of the \$3 billion, \$2.4 billion was considered eligible for small business award. Of that \$2.4 billion, \$1.2 billion was actually awarded to small business (50%). For projects that were awarded to large businesses, a substantial portion of the work was subcontracted to small business as well.

Selected projects are set aside for small businesses where GSA anticipates competition and competitive pricing can be achieved. We will continue to aggressively negotiate small business subcontracting goals with large contractors. To encourage small business participation, GSA also holds or participates in business fairs and industry days, as well as other outreach, to put small and large businesses in touch with each other.

Question 9: Where can I get information about opportunities for contracting with GSA on Recovery Act Projects?

Answer: The official websites (www.recovery.gov and www.gsa.gov/recovery) are the fastest, most accurate source for the latest information regarding the Recovery Act. These websites are updated and expanded daily with the latest news and information.

Question 10: How will GSA be communicating with the public?

Answer: GSA will be using various ways of communicating about our Recovery-related activities. Weekly reports on the status of the program will be posted on www.recovery.gov. You may also sign up to receive new releases by e-mail, subscribe to automatic updates from GSA, get photos and videos as well as find weekly reports on GSA's webpage, www.gsa.gov/recovery.

Question 11: Where can I find more information about GSA's role in the Recovery Act programs?

Answer: A requirement for agencies participating in the program is that they submit weekly progress reports. You may access web pages with these reports and other information for GSA and other agencies participating in the program at www.recovery.gov/?q=content/agencies.

Question 12: What impact will GSA's work have on the national and local economies?

Answer: In July 2009, construction unemployment had risen to 18.2% in the country with 1.7 million construction workers out of work. GSA's portion of the Recovery Act program has the potential to help put construction workers, electricians, plumbers, carpenters, architects and engineers back to work.

For green building educators and sustainability consultants, contractors and green building materials providers, the Recovery Act represents an enormous opportunity to increase business.

Question 13: How do I get my own contract for Recovery Act work?

Answer: All of the acquisition solutions will be synopsisized on [FedBizOpps](#). Requirements for Recovery related work are specially coded on [FedBizOpps](#) so that the opportunities are easily identifiable. For BPAs or orders placed against GSA Schedules, requirements will be posted on [e-Buy](#) in addition to the synopsis on [FedBizOpps](#).

Question 14: What do I need to do to qualify for a Government contract?

Answer: There are several prerequisites for becoming a Government contractor. To learn more, visit www.gsa.gov/recovery. For information related specifically to the GSA Schedules program, visit www.gsa.gov/schedules and take the online training titled "Pathways to Success."

Question 15: How long will it take me to get a GSA Schedule Contract?

Answer: If you do not currently hold a GSA Schedule contract, you can submit a Schedule offer. The amount of time it takes the Schedule contract to be awarded depends in large part on the quality and completeness of your offer. When GSA receives a high quality offer, we are able to make awards in 120 days or less. To learn more about getting on Schedule visit www.gsa.gov/schedules.

Question 16: I am not on a GSA Schedule. Is there a way for me to participate in Recovery Act work?

Answer: Companies who do not currently hold a GSA contract can still participate by seeking subcontracting opportunities with current contract holders. Visit [eLibrary](#) to identify all Multiple Award Schedule contractors.

Where current contracts do not meet evolving needs, GSA will seek new procurement vehicles. All of the acquisition solutions will be synopsisized on [FedBizOpps](#). Requirements for Recovery-related work are specially coded so that all opportunities are easily identifiable.

Question 17: How do I let agencies know what my company can do?

Answer: Once you become a GSA Schedule contractor, you will be provided the opportunity to promote your offerings online via GSA Advantage! You will also have access to an array of e-tools that you can use to put your best foot forward to the Federal buying community.

Following best practices posted on GSA's [Vendor Support Center](#) web site will help ensure you are reaching Federal agencies with the information they need to do business with you. Nearly 80 percent of Federal buyers use on-line tools like [GSA Advantage!](#) and [GSA's e-Library](#) to do their market research. Keeping your information up to date on these two sites is crucial to your success.

Being responsive to requirements advertised via [e-Buy](#) and [FedBizOpps](#) is another important step. Pre-solicitation notices, synopses and solicitations posted on [FedBizOpps](#) include a primary point of contact to whom you can direct your contract-specific questions. Please submit a timely and quality proposal to be considered for a contract award.

For local GSA contracting opportunities outside the GSA Schedules and GWAC programs, you can contact the Public Buildings Service Industry Relations Division for assistance in reaching the various GSA program and field offices by emailing industryrelations@gsa.gov.

Question 18: I heard that there are intensive reporting requirements for Recovery-related work. Where can I receive guidance?

Answer: The Recovery Act requires significant reporting by both Government and industry. Contractors are required to submit reports for all work funded in whole or in part by the Act (see [FAR 52.204-11](#)). **The first reporting period begins October 1, 2009. The initial submission period ends October 10, 2009. Registration is**

now open on FederalReporting.gov for recipients of Recovery Act funds to begin the reporting process.

Federal contractors who submit an invoice for Recovery Act funded contract performance any time prior to September 30, 2009 must maintain the data required by [FAR 52.204-11](#) and include it in the October 10, 2009, report. Thereafter, reports must be submitted no later than the 10th day after the end of each calendar quarter.

For a summary of reporting requirements, please refer to [FAR 52.204-11](#) or to the [Recovery Act Industry Reporting Requirements](#) posted on the GSA [Vendor Support Center](#) web site. Additional guidance from OMB will provide further details on reporting requirements, including data definitions, formats, and methods. This guidance will also be posted on the GSA [Vendor Support Center](#) web site once available.

Question 19: What is FederalReporting.gov and how will I need to use it to comply with reporting requirements?

Answer: FederalReporting.gov is the web site that Federal contractors will access in order to fulfill their reporting obligations as defined by Section 1512 of the Recovery Act. Detailed reporting instructions and registration access is now available at www.FederalReporting.gov. Federal contractors who submit an invoice for Recovery Act funded contract performance prior to September 30, 2009, must maintain the data required by [FAR 52.204-11](#) and include it in the initial data submission at www.FederalReporting.gov, which is due by October 10, 2009.

Question 20: When will the FederalReporting.gov solution be open for registration?

Answer: The FederalReporting.gov web site has been open for registration as of August 17, 2009. The FederalReporting.gov Service Desk offering technical support has also been available as of that date.

Recipients of Recovery Act funds can now pre-register at FederalReporting.gov and begin the process of reporting on the expenditure of funds received as required by the Recovery Act. Federal contractors who have performed work funded in whole or in part by the Act will be required to submit a report on FederalReporting.gov by October 10, 2009. A timeline for the first reporting period is documented in Question 21. Visit FederalReporting.gov for more information.

Question 21: What other important reporting dates should I mark on my calendar?

Answer: The FederalReporting.gov system opens for reporting on Thursday, October 1, 2009. (The FederalReporting.gov Service Desk will be available for user support 24 hours, 7 days a week during the reporting period.) Initial submission reports will be available for public view at Recovery.gov beginning Sunday, October 11, 2009. Below, see a list of important dates for the initial reporting period:

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- August 17, 2009 – Pre-registration
- October 1, 2009 – Reporting Period Begins
- October 10, 2009 – Final Reporting
- October 30, 2009 – Reports Locked

Question 22: How should Federal contractors performing Recovery Act work calculate and report the number of jobs created or retained?

Answer: The requirement for reporting jobs is based on a simple calculation used to avoid overstating the number of other than full-time, permanent jobs. This calculation converts part-time or temporary jobs into “full-time equivalent” (FTE) jobs. In order to perform the calculation, a federal contractor will need the total number of hours worked that are funded by the Recovery Act. The contractor will also need the number of hours in a full-time schedule for a quarter. The formula for reporting can be represented as:

$$\frac{\text{Cumulative Recovery Act Funded Hours Worked (Qtr1...n)}}{\text{Cumulative Hours in Full-Time Schedule (Qtr1...n)}} = \text{FTE}$$

For examples and further explanations about calculating the number of jobs created or retained, see Section 5.3 of the [Office of Management and Budget guidance](#) issued on June 22, 2009.

Question 23: Can MAS contractors offer Architect-Engineer (A/E) services for Recovery projects?

Answer: The GSA Multiple Award Schedules (MAS) Program may **not** be used to offer services that are subject to the procedures of *FAR 36.6, Architect-Engineer Services*. The Brooks Architect-Engineer Act (P.L. 92-582), enacted in 1972, established Federal policy concerning the selection of firms and individuals to perform A/E services in the Federal government. The Brooks Act codified the selection process known as Qualifications-Based Selection (QBS), which was subsequently incorporated into FAR 36.6. QBS procedures require that contracts for design services be negotiated on the basis of demonstrated competence and qualification for the type of professional services required at a fair and reasonable price.

Question 24: Can MAS contractors provide ancillary repair and alteration services for Recovery projects?

Answer: Yes, the Multiple Award Schedules (MAS) Program includes ancillary repair and alteration services on four Schedules:

Schedule 874V, Logistics Worldwide
Schedule 56, Building Materials
Schedule 71 II K, Comprehensive Furniture Management Services
Schedule 03FAC, Facilities Maintenance and Management

Ancillary Repair and Alterations projects are those (1) solely associated with the repair, alteration, delivery or installation of products or services also purchased under the Schedule, and which are (2) routine and non-complex in nature, such as routine painting or carpeting, simple hanging of drywall, basic electrical or plumbing work, landscaping, and similar noncomplex services.

Question 25: I understand GSA is awarding BPAs for Recovery Act work. What products or services will these BPAs cover?

Answer: GSA anticipates accomplishing a significant portion of its Recovery Act work through Blanket Purchase Agreements (BPAs) against GSA Schedules. This business is likely to include areas such as lighting, controls, roofing, photovoltaic, windows, and chillers. There may also be opportunities in functional areas including project management and legal support services.

Question 26: How will GSA’s Recovery-related contracts and BPAs be issued?

Answer: GSA expects to use a variety of acquisition solutions to meet its needs when executing contract awards in support of Recovery Act projects. This would include nationally- and regionally-scoped contractual solutions such as blanket purchase agreements (BPAs) awarded against Multiple Award Schedules (MAS) and indefinite delivery indefinite quantity (IDIQ) contracts. GSA is identifying requirements and will provide more details as they are available. The requirements will be posted on [e-Buy](#) for the Schedule BPAs. All of the acquisition solutions will be synopsized on [FedBizOpps](#).

Question 27: Have any BPAs been established to support GSA’s Recovery Act workload?

Answer: GSA awarded BPAs for acquisition management support services across the nation. The awards were completed during the week of March 23 using the Mission Oriented Business Integrated Service (MOBIS) Schedule. (See primary and secondary BPA contract awardees below.)

Region	Primary BPA	Secondary BPA
1/New England	Integrity Management Consulting , Inc.	Technical and Project Engineering LLC
2/Northeast & Caribbean	Integrity Management Consulting , Inc.	Technical and Project Engineering LLC
3/Mid-Atlantic	Integrity Management Consulting , Inc.	Acquisition Solutions, Inc.
4/Southeast	Integrity Management Consulting , Inc.	Acquisition Solutions, Inc.
5/Great Lakes	Integrity Management Consulting , Inc.	Technical and Project Engineering LLC
6/Heartland	Integrity Management Consulting , Inc.	Technical and Project Engineering LLC
7/Greater Southwest	Integrity Management Consulting , Inc.	Technical and Project Engineering LLC
8/Rocky Mountain	Integrity Management Consulting , Inc.	Technical and Project Engineering LLC
9/Pacific Rim	Integrity Management Consulting , Inc.	Technical and Project Engineering LLC
10/Northwest Arctic	Integrity Management Consulting , Inc.	Technical and Project Engineering LLC
11/National Capital & Central Office	Integrity Management Consulting , Inc.	Acquisition Solutions, Inc.

Integrity Management Consulting, Inc.: GS-23F-ST001
Acquisition Solutions, Inc.: GS-23F-ST002
Technical and Project Engineering LLC: GS-23F-ST003

The solicitation GSA issued for Construction Management / Project Management Services to support public building Recovery projects closed on June 22, 2009. Awards for the BPA are expected to be made by early September.