

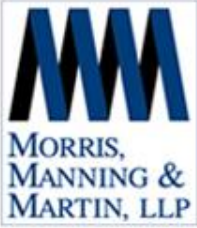
Troubleshooting Procurement Particulars



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The FAR

- Compilation of regulations and contract clauses *generally* applicable to federal procurement
- Covers contract formation and administration



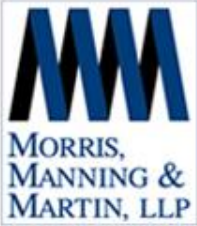
The FAR

- FAR Parts 1 – 51, Descriptive and Prescriptive
- FAR Part 52, Contract Clauses, Correspond to FAR Parts 2 – 51



The Solicitation

- Section A – Cover page – SF 1449
- Section B – Pricing
- Section C – Requirements



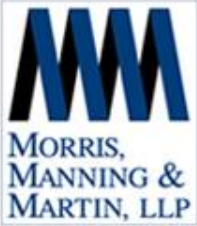
The Solicitation

- Sections D through I – FAR/HUDAR Clauses Set Forth in Full, and FAR/HUDAR Clauses Incorporated by Reference
- Section L – Instructions to Offerors
- Section M – Evaluation and Source Selection Plan



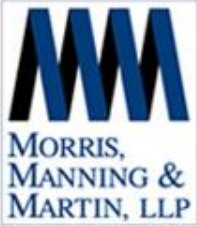
The Solicitation

What are the requirements?	Read the Entire Solicitation Carefully
Do the requirements apply to me?	Read the Cited Regulations
Now what?	Plan to Comply with the Requirements in a Timely Fashion



The Solicitation

- When must you comply with the clause?
- Does compliance affect your pricing?
- Does compliance affect your operations?



Government Contracts

Service Contract Labor Standards (FAR 52.222-41)

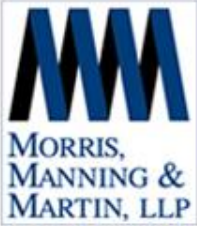
- Service employees – Directory of Occupations
- Exceptions for professional, managerial and administrative – but be careful to read the definitions (salary requirement)
- Wage Determinations – vary by location
- Collective Bargaining Agreements?



Government Contracts

Paid Sick Leave (FAR 52.222-62)

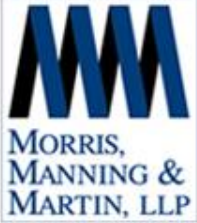
- Up to seven days of paid sick leave annually
- No conflict with State laws



Government Contracts

Small Business Subcontracting Plans (FAR 52.219-9)

- Requirement to track and report dollars spent on subcontractors including, small, large, WOSB, VOSB, SDVOSB, HUBZone and SDBs.
- Goals, not Quotas



Government Contracts

Contractor Code of Business Ethics and Conduct (FAR 52.203-13)

- Have a written code of business ethics and conduct.
- Exercise due diligence to prevent and detect criminal conduct and encourage ethical conduct.
- Timely disclose credible evidence of a violation of criminal or civil law involving fraud, bribery, gratuity violations and the like.
- Implement an ongoing business ethics awareness and compliance training program and an internal control system that includes periodic reviews and evaluations.



Government Contracts

eVerify (FAR 52.222-54)

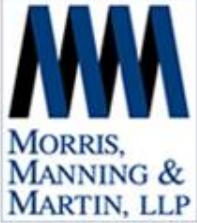
- Must enroll w/in 30 days of contract award.
- Verify all *new* employees with/in 90 days of enrollment (whether or not they are assigned to the contract).
- Verify all employees assigned to the contract w/in 90s of enrollment or w/in 30 days of assignment to the contract whichever date is later.



Government Contracts

Equal Opportunity (FAR 52.222-26, 35, 36)

- No discrimination
- Affirmative Action



Government Contracts

System for Award Management (SAM)

- Registration Requirement
- Service Contract Reports
- Responsibility Matters

- Record retention
- General rule: 3 years after last payment under contract
- Emails are records too



Government Contracts

Mitigate Risks and Stay Compliant

- Know The Requirements - READ
- Implement policies and audit them
- Flow down requirements to subcontractors



Government Contracts

QUESTIONS?