



## UPCOMING WEBINAR

### *Are You Ethical Enough For Government Work?*

Government contractors are now subject to unprecedented scrutiny. Conducting business in an ethical manner has never been more important. Years of success in the government contracting market, as well as personal reputations, can be ruined by one ethical lapse.

Date: October 6, 2010

Time: 11:30 – 12:30

Price: *FREE*

See our [website](#) to register.

Aronson & Company

www.aronsoncompany.com



# ***HOT TOPICS* in GSA Contract Administration**

September 23, 2010

Presented By:  
Peter O'Neill and Jennifer Aubel  
Government Contract Solutions Group



# About Aronson & Company

- ◆ Founded in 1962
- ◆ 200+ Professionals located in Rockville, MD
- ◆ One of the largest CPA firms in the DC Metro Area
- ◆ 60 multi-disciplined Professionals focused on Government & Technology Services
- ◆ Team of Professionals dedicated to GSA Schedules
- ◆ [aronsonblogs.com/gcsg/](http://aronsonblogs.com/gcsg/) – News and Trends for Today's Savvy Government Contractor

# Peter O'Neill, Partner

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Pete O'Neill is a Partner in Aronson and Company's Government Contract Solutions Group. He is responsible for assisting clients with GSA contract compliance issues. His consulting engagements include: GSA OIG audits, Trade Agreement audits, Contractor Assistance Visits and development of GSA contract policies, procedures and internal controls.

Mr. O'Neill also assists clients in all aspects of obtaining and administering a successful contract. With an exclusive focus on GSA Schedules for the past ten years, he possesses in-depth understanding of GSA's "additional requirements" not disclosed in solicitations. Mr. O'Neill's background includes over 15 years of broad-based experience in the government-contracting arena.

# Jennifer Aubel, Managing Consultant

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As a Managing Consultant in the Government Contract Solutions Group, Jennifer Aubel is responsible for leading clients successfully through the GSA lifecycle, from obtaining a new GSA Schedule contract to administering ongoing contracts. She works closely with clients to tailor solutions that meet current and future organizational needs by developing scope and pricing strategies, maintaining contract compliance, providing audit support, and improving the profitability and versatility of the GSA Schedule contract.

Ms. Aubel has over fourteen years' experience in the Federal Contracting market, working for both contractors and as a consultant to GSA Schedule contract holders. Prior to working with Aronson, she managed a multi-million dollar GSA program with six Schedule contracts and more than 10,000 contract line items. She also managed a team that developed and delivered specialized training on the GSA Schedules Program to small businesses across the country.

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# Agenda

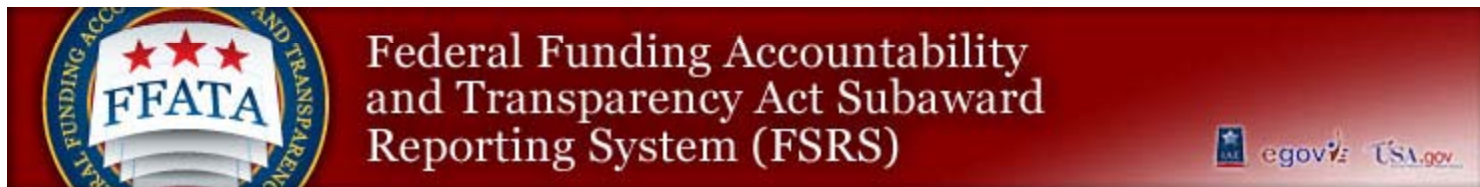
- ◆ The Only Constant is Change
- ◆ Contractor Assistance Visits
- ◆ Option Period Renewals
- ◆ Digital Certificates
- ◆ Recent Mass Modifications
- ◆ What is “ZEF”?

## The Tide is Turning

- ◆ GSA is overwhelmed with new offers, renewals of existing contracts, and regular contract maintenance
- ◆ GSA is understaffed to handle to current volume of contract actions
- ◆ If given a reason, GSA WILL reject your offer, deny your request for modification, and **CANCEL YOUR CONTRACT**

# Other Factors Affecting GSA Schedules

- ◆ Federal Strategic Sourcing Initiatives
- ◆ *Carter Initiatives* – New Department of Defense Acquisition Guidelines
- ◆ Federal Funding Accountability and Transparency Act (FFATA)

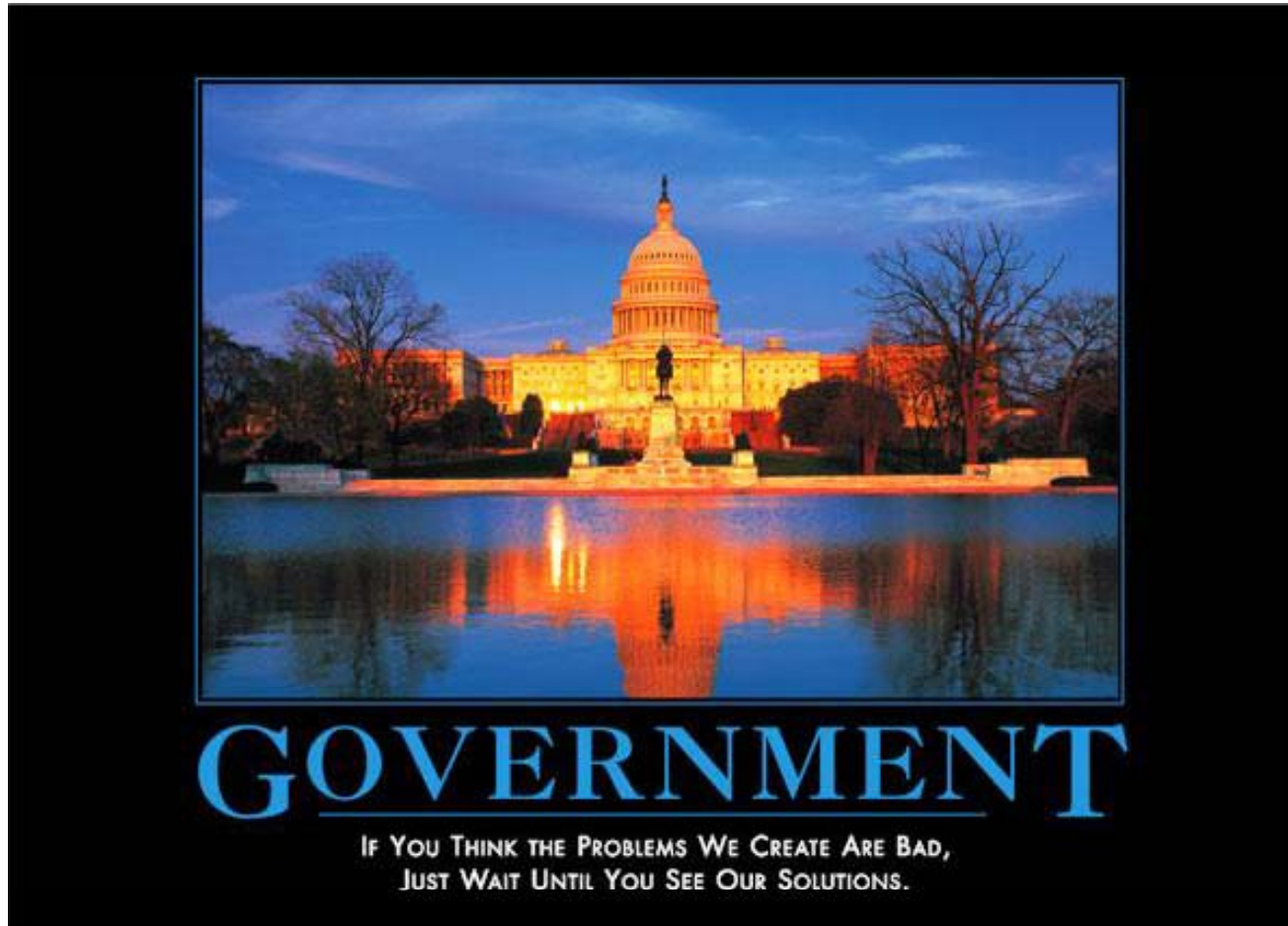


# Get Ready for FAR 52.204-10!

## *Reporting Executive Compensation and First-Tier Subcontract Awards*

- ◆ Who will be affected?
- ◆ What do I have to report and who will see it?
- ◆ How soon will this be incorporated into my contract?
- ◆ How do I break this to my subcontractors?

# Still Want to Keep Your Contract?



[www.despair.com](http://www.despair.com)

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# Contractor Assistance Visits (CAV)

- ◆ When and how often?
- ◆ How can I best prepare?
- ◆ During the visit
- ◆ Common Reasons Contractors “Fail” their CAV
- ◆ Where is your true compliance risk?

# Is It Commercial?

- ◆ Sales to Federal Prime Contractors
  - Who is your contract with?
  - Why the prime wants your GSA rates
  - When you CAN sell to a prime at your GSA rates (FAR Part 51 Deviation)
  - Why the prime probably doesn't want a Letter of Authorization or Teaming Arrangement

# Option Period Renewals

## ◆ Timeline

- When should I start preparing for my renewal?
- When will the renewal be due?
- How long will negotiations take?
- Temporary Extensions

## Option Period Renewals (cont.)

- ◆ The Renewal Package
  - Commercial Sales Practices (CSP-1)
  - Open Ratings Past Performance
  - GSA Form 527 (Financial Review)
  - Subcontracting Plan
  - Scope of Work

## Option Period Renewals (cont.)

- ◆ Be PROACTIVE!!
- ◆ Potential Stumbling Blocks
  - Financial Capabilities
  - Low to No Sales
  - Changes to Basis of Award
  - Change in Size Status
  - Escalation Rates

# Digital Certificates

- ◆ What is a digital certificate?
- ◆ Usage by GSA
- ◆ Obtaining a digital certificate
- ◆ Who should have a digital certificate?
- ◆ Link for more information: <http://eoffer.gsa.gov/>

# eMod and eOffer

Schedule		Mandatory eOffer	Mandatory eMod
03FAC	Facilities Maintenance	Yes	Yes
520	FABS (Financial and Business Solutions)	Yes	Yes
70	IT	No	No
541	AIMS (Advertising / Marketing)	Yes	Yes
84	Law Enforcement	Yes	Yes
899	Environmental Services	Yes	No
738 II	Language Services	Yes	No
874 V	Logworld (Logistics)	Yes	Yes
874	MOBIS (Management Consulting)	Yes	No
871	PES (Professional Engineering)	Yes	No

# Recent Mass Modification

## Goldstar Mass Mod – issued on June 24, 2010

- ◆ Capture of contract clause exceptions to standard terms and conditions of solicitation
- ◆ Recovery Act participation
- ◆ Incorporation of E-Verify

# eVerify Requirements

- ◆ FAR 52.222-54, Employment Eligibility Verification (Jan 2009)
- ◆ Incorporated into all GSA Schedules through Goldstar Mandatory Modification
- ◆ I have to do what?
- ◆ Compliance timeline

# Code of Business Ethics and Conduct

- ◆ FAR 52.203-13, Contractor Code of Business Ethics and Conduct (Dec 2008)
- ◆ I have to do what?
- ◆ Compliance timeline

# What is “ZEF”?

## Zero Environmental Footprint

**GSA initiative will eliminate its impact on the natural environment and use its government-wide influence to reduce the environmental impact of the Federal Government.**

- ◆ Minimize and offset its consumption of energy, water and other resources
- ◆ Elimination of waste and pollution in all GSA operations and activities
- ◆ Use its purchasing power to drive the market to produce a wider variety and greater number of products and workspaces that are more sustainable.

# Useful References

- ◆ Contractor Report Card - <https://vsc.gsa.gov/reportcard/reportcard.pdf>
- ◆ [GSA Form 527](#) (Financial Responsibility Review)
- ◆ Vendor Support Center (VSC) - <http://vsc.gsa.gov/>
- ◆ Central Contractor Registration (CCR)- <https://www.bpn.gov/ccr/>
- ◆ Online Representations and Certifications Application (ORCA) - <https://orca.bpn.gov/>
- ◆ Federal Acquisition Regulations (FAR) - <https://www.acquisition.gov/FAR/>
- ◆ Aronson Fed Point (GCSG Blogs) - <http://www.aronsonblogs.com/gcsg/>

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- ◆ Hot Topics in GSA Contract Administration Slides:

[http://www.aronsoncompany.com/downloads/Hot\\_Topics\\_in\\_GSA.pdf](http://www.aronsoncompany.com/downloads/Hot_Topics_in_GSA.pdf)