

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER 1170745		PAGE OF 1 45		
2. CONTRACT NO.		3. AWARD/ EFFECTIVE DATE	4. ORDER NUMBER		5. SOLICITATION NUMBER 1240BE26Q0111		6. SOLICITATION ISSUE DATE 09/03/2026	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME ANDREA POLLOCK			b. TELEPHONE NUMBER (No collect calls) 458-200-5265		8. OFFER DUE DATE/LOCAL TIME 09/22/2026 1200 CT	
9. ISSUED BY USDA-FS CSA NORTHWEST 3 1220 SW 3RD AVE STE 310 PORTLAND OR 97204-2829				CODE 40BE	10. THIS ACQUISITION IS ☒ UNRESTRICTED OR ☒ SET ASIDE: 100.00 % FOR: ☒ SMALL BUSINESS ☐ WOMEN-OWNED SMALL BUSINESS (WOSB) ☐ HUBZONE SMALL BUSINESS ☐ ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB) ☐ SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS (SDVOSB) ☐ 8(A) NORTH AMERICAN INDUSTRY CLASSIFICATION STANDARD (NAICS): 561720 SIZE STANDARD: \$22			
11. DELIVERY FOR FREE ON BOARD (FOB) DESTINATION UNLESS BLOCK IS MARKED ☒ SEE SCHEDULE		12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ☐ ORDER UNDER THE DEFENSE PRIORITIES AND ALLOCATIONS SYSTEM - DPAS (15 CFR 700)		13b. RATING 14. METHOD OF SOLICITATION ☒ REQUEST FOR QUOTE (RFQ) ☐ INVITATION FOR BID (IFB) ☐ REQUEST FOR PROPOSAL (RFP)		
15. DELIVER TO USDA FOREST SERVICE NORTHERN RESEARCH STATION 1992 FOLWELL AVENUE ST PAUL MN 55108				CODE 63PX	16. ADMINISTERED BY USDA-FS CSA NORTHWEST 3 1220 SW 3RD AVE STE 310 PORTLAND OR 97204-2829			
17a. CONTRACTOR/ OFFEROR		CODE	FACILITY CODE	18a. PAYMENT WILL BE MADE BY				CODE
TELEPHONE NO.				☐ 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER ☐ 18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED ☐ SEE ADDENDUM				
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT	
0001	NRS St. Paul Custodial Services Period of Performance: 10/15/2026 to 10/14/2027 Basic Cleaning Services (Weekly) Delivery: 10/14/2027			12	MO			
0002	Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week) Continued ... (Use Reverse and/or Attach Additional Sheets as Necessary)			156	EA			
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT (For Government Use Only)		
☒ 27a. SOLICITATION INCORPORATES BY REFERENCE (FEDERAL ACQUISITION REGULATION) FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA						☒ ARE ☐ ARE NOT ATTACHED.		
☐ 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA						☐ ARE ☐ ARE NOT ATTACHED.		
☐ 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.				☐ 29. AWARD OF CONTRACT: REFERENCE _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:				
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)				
30b. NAME AND TITLE OF SIGNER (Type or print)			30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER (Type or print)		31c. DATE SIGNED		
				ANDREA J. POLLOCK				

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Delivery: 10/14/2027				
0003	Periodic Cleaning Services (6 Months)	2	EA		
	Delivery: 10/14/2027				
1001	Option Year 1: Basic Cleaning Services (Weekly) (Option Line Item)	12	MO		
	Delivery: 10/14/2028				
1002	Option Year 1: Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week) (Option Line Item)	156	EA		
	Delivery: 10/14/2028				
1003	Option Year 1: Periodic Cleaning Services (6 Months) (Option Line Item)	2	EA		
	Delivery: 10/14/2028				
2001	Option Year 2: Basic Cleaning Services (Weekly) (Option Line Item)	12	MO		
	Delivery: 10/14/2029				
2002	Option Year 2: Basic Restroom/Shower and Continued ...	156	EA		

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE	

33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT ☐ COMPLETE ☐ PARTIAL ☐ FINAL	37. CHECK NUMBER
☐ PARTIAL ☐ FINAL				
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY		

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY (<i>Print</i>)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE	
		42b. RECEIVED AT (<i>Location</i>)	
		42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

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NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Breakroom Cleaning (3 Times Per Week) (Option Line Item) Delivery: 10/14/2029				
2003	Option Year 2: Periodic Cleaning Services (6 Months) (Option Line Item) Delivery: 10/14/2029	2	EA		
3001	Option Year 3: Basic Cleaning Services(Weekly) (Option Line Item) Delivery: 10/14/2030	12	MO		
3002	Option Year 3: Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week) (Option Line Item) Delivery: 10/14/2030	156	EA		
3003	Option Year 3: Periodic Cleaning Services (6 Months) (Option Line Item) Delivery: 10/14/2030	2	EA		
4001	Option Year 4: Basic Cleaning Services(Weekly) (Option Line Item) Delivery: 10/14/2031	12	MO		
4002	Option Year 4: Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week) (Option Line Item) Delivery: 10/14/2031	156	EA		
4003	Option Year 4: Periodic Cleaning Services (6 Months) (Option Line Item) Delivery: 10/14/2031	2	EA		

**NRS St Paul Custodial Services
1240BE26Q0111**

Description

This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in FAR Part 12. This announcement constitutes the only solicitation. Quotations are being requested and a separate written solicitation will not be issued.

Solicitation number 1240BE26Q0111 is issued as a Request for Quotation (RFQ) for NRS St Paul Custodial Services.

This acquisition is set-aside for small business concerns. The applicable North American Industry Classification Standard Code is 561720. The small business size standard is \$22 mil. This acquisition is a Total Small Business Set-Aside. All responsible sources may submit a quotation which will be considered by the agency.

Statement of Requirement

The St. Paul Field Office and Annex are federally owned facilities administered by the Northern Research Station (NRS) of the U.S. Forest Service. The Field Office is located at 1992 Folwell Ave, Falcon Heights, MN 55108. The Annex is located at 1561 Lindig St, St. Paul, MN 55108.

The field office consists of two wings joined at each floor, except the ground floor, by a connecting corridor. The north wing consists of five floors with approximately 26,900 square feet of floor area. The south wing of the building has three floors with approximately 19,800 square feet of floor area. The annex is a single-story building with approximately 12,300 square feet of floor area and is attached to two 1700 square feet green houses. Floor plans and additional information concerning both buildings can be found in the attachments.

This requirement is a performance-based service requirement. The Contractor shall furnish all personnel, materials, equipment, supplies, and incidentals (except Government furnished property) necessary to ensure that custodial services are performed for the St. Paul Field Office and Annex. In accordance with the specifications contained in this Performance Work Statement.

The Contractor shall perform the required cleaning services in a manner that will maintain satisfactory facility conditions and present a clean, neat, and professional appearance. Contractor will determine the frequencies, unless otherwise specifically noted and performance will be based on the Government's evaluation of results, not the frequency or method of performance.

Schedule of Items

CLIN	Description	Estimated Quantity	Unit of Issue	Unit Cost	Total
0001	Basic Cleaning Services(Weekly)	12	MO	\$	\$
0002	Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week)	12	MO	\$	\$
0003	Periodic Cleaning Services (6 Months)	2	EA	\$	\$

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CLIN	Description	Estimated Quantity	Unit of Issue	Unit Cost	Total
1001	Option Year 1: Basic Cleaning Services (Weekly)	12	MO	\$	\$
1002	Option Year 1: Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week)	12	MO	\$	\$
1003	Option Year 1: Periodic Cleaning Services (6 Months)	2	EA	\$	\$
2001	Option Year 2: Basic Cleaning Services (Weekly)	12	MO	\$	\$
2002	Option Year 2: Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week)	12	MO	\$	\$
2003	Option Year 2: Periodic Cleaning Services (6 Months)	2	EA	\$	\$
3001	Option Year 3: Basic Cleaning Services (Weekly)	12	MO	\$	\$
3002	Option Year 3: Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week)	12	MO	\$	\$
3003	Option Year 3: Periodic Cleaning Services (6 Months)	2	EA	\$	\$
4001	Option Year 4: Basic Cleaning Services (Weekly)	12	MO	\$	\$
4002	Option Year 4: Basic Restroom/Shower and Breakroom Cleaning (3 Times Per Week)	12	MO	\$	\$
4003	Option Year 4: Periodic Cleaning Services (6 Months)	2	EA	\$	\$
TOTAL					\$

Solicitation Attachments

The following documents are included as attachments to this solicitation and can be accessed via the “Attachments/Links” section of the posting.

- Attachment 1 - Performance Work Statement
- Attachment 2 – Building Listings
- Attachment 3 – Quality Assurance Surveillance Plan
- Attachment 4 – Wage Determination No. 2015-4945, Rev. No. 32, Dated 07/30/2026

Federal Acquisition Regulation (FAR) and United States Department of Agriculture Acquisition Regulation (AGAR) Clauses and Provisions

The clauses and provisions contained herein are applicable to any order awarded as a result of this solicitation. The terms and conditions set forth herein supersede all other terms and conditions. Acceptance of the order in accordance with (IAW) FAR 12.201-1(b)(2) constitutes acceptance of all terms and conditions contained herein.

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As part of the Revolutionary FAR Overhaul (RFO), system updates may lag policy updates. The System for Award Management (SAM) may continue to require entities to complete representations based on provisions that are not included in this solicitation. Contracting officers will rely on representations from offers based on provisions in the solicitation. Entities are not required to, nor are they able to, update their entity registration to remove these representations in SAM.

52.252-2 Clauses Incorporated by Reference Feb 1998

This solicitation incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also the full text of the clause may be accessed electronically at Internet address <https://www.acquisition.gov/far-overhaul/far-part-deviation-guide/far-overhaul-part-52>

- 52.212-4 Terms and Conditions—Commercial Products and Commercial Services (Nov 2025)
 - ☐ Alternate I (Nov 2025) of 52.212-4
- 52.203-17 Contractor Employee Whistleblower Rights (Nov 2023)
- 52.203-19 Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (Jan 2017)
- 52.222-50 Combating Trafficking in Persons (Nov 2025)
 - ☐ Alternate I (Nov 2025) of 52.222-50
- 52.226-8 Encouraging Contractor Policies to Ban Text Messaging While Driving (May 2024)
- 52.232-39 Unenforceability of Unauthorized Obligations (Jun 2013)
- 52.232-40 Providing Accelerated Payments to Small Business Subcontractors (Mar 2023)
- 52.233-3 Protest After Award (Sep 2025)
- 52.233-4 Applicable Law for Breach of Contract Claim (Sep 2025)
- 52.240-91 Security Prohibitions and Exclusions (Nov 2025)
 - ☐ Alternate I (Nov 2025) of 52.240-91
- 52.244-6 Subcontracts for Commercial Products and Commercial Services (Nov 2025)

The following clauses are applicable if checked:

- ☒ 52.204-9 Personal Identity Verification of Contractor Personnel Jan 2011
- ☒ 52.204-13 System for Award Management—Maintenance (Nov 2025)
- ☒ 52.209-6 Protecting the Government’s Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment (Sep 2025)
- ☒ 52.209-10 Prohibition on Contracting with Inverted Domestic Corporations (Sep 2025)
- ☒ 52.219-6 Notice of Total Small Business Aside (Nov 2025)
 - ☐ Alternate I (Mar 2020).
- ☒ 52.222-3 Convict Labor (June 2003)
- ☒ 52.222-35 Equal Opportunity for Veterans (Nov 2025)
 - ☐ Alternate I (Jul 2014) of 52.222-35
- ☒ 52.222-36 Equal Opportunity for Workers with Disabilities (Nov 2025)
 - ☐ Alternate I (Jul 2014) of 52.222-36
- ☒ 52.222-37 Employment Reports on Veterans (Nov 2025)
- ☒ 52.222-40 Notification of Employee Rights Under the National Labor Relations Act (Dec 2010)

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- ☒ 52.222-41 Service Contract Labor Standards (Aug 2018)
- ☒ 52.222-42 Statement of Equivalent Rates for Federal Hires (May 2014)

This Statement is for Information Only:

It is not a Wage Determination

Employee Class	Monetary Wage -- Fringe Benefits
Janitor	\$18.84--\$5.55

- ☒ 52.222-43 Fair Labor Standards Act and Service Contract Labor Standards -- Price Adjustment (Multiple Year and Option Contracts) (Aug 2018)
- ☒ 52.222-54 Employment Eligibility Verification (Nov 2025)
- ☒ 52.222-62 Paid Sick Leave Under Executive Order 13706 (Jan 2022)
- ☒ 52.222-90 Addressing DEI Discrimination by Federal Contractors (Apr 2026)
- ☒ 52.223-23 Sustainable Products and Services (Nov 2025)
- ☒ 52.224-3 Privacy Training (Jan 2017)
 - ☐ Alternate I (Jan 2017) of 52.224-3
- ☒ 52.232-33 Payment by Electronic Funds Transfer— System for Award Management (Oct 2018)
- ☒ 52.237-2 Protection of Government Buildings, Equipment, and Vegetation (Apr 1984)

Other Applicable Clauses

52.217-8 Option to Extend Service. (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 10 days.

(End of clause)

52.217-9 Option to Extend the Term of the Contract. (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within _30_ provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed _60_ (months).

(End of clause)

52.245-1 Government Property (Sep 2021)

AGAR Clauses

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**452.203-71 Anti-Discrimination and Diversity, Equity, and Inclusion (DEI) Compliance
(May 2026)**

- (a) By entering into this contract, the contractor certifies that:
- (1) It is compliant with all applicable Federal anti-discrimination laws and the Equal Protection principles of the U.S. Constitution, and it will remain compliant for the duration of the contract.
 - (2) Neither it nor any subcontractor or teaming partner operates or funds any program, policy, or initiative that promotes DEI in a manner that violates any applicable Federal anti-discrimination laws, including but not limited to Title VI and VII of the Civil Rights Act of 1964, or the Equal Protection principles of the U.S. Constitution, and the contractor and any subcontractor or teaming partner will not do so for the duration of the contract.
- (b) If the contractor participates in, facilitates, or funds programs that implicate Title VI of the Civil Rights Act of 1964 or Title IX of the Education Amendments of 1972, as amended, including but not limited to grants to or for schools, colleges, universities, 4-H programs, non-governmental organization (NGO) programs, sports programs, and education-related grants to prisons or other detention facilities, the contractor certifies that it will remain compliant with those laws, including the requirements set forth in Executive Order 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government, and Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity.
- (c) The contractor affirms that the above requirements are conditions of payment that go to the essence of the contract and are therefore material terms of the contract. Payments under the contract are predicated on compliance with the above requirements, and therefore the contractor is not eligible for funding under the contract or to retain any funding under the contract absent compliance with the above requirements.
- (d) This certification reflects a change in the Government's position regarding the materiality of the foregoing requirements and therefore any prior payment of similar claims does not reflect the materiality of the foregoing requirements to this contract.
- (e) Submission of a knowing false statement relating to contractor's compliance with the above requirements and/or eligibility for the contract may subject the contractor to liability under the False Claims Act, 31 U.S.C. § 3729, and/or criminal liability, including under 18 U.S.C. §§ 287 and 1001.
- (f) The contractor must include the provisions of this clause in all subcontract solicitations.
- (g) Failure on the part of the contractor or its subcontractors to comply with the terms of this clause may be grounds for the Contracting Officer to terminate this contract for default.

(End of Clause)

AGAR 452.203-72 Unenforceable Supplier Terms (MAY 2026)

- (a) Definitions.

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Supplier terms mean provisions customarily drafted by vendors of supplies or services and intended to create a binding legal obligation on the end user. The term applies:

1. Regardless of the format or style of the document. For example, supplier terms may appear in standard terms of sale or lease, Terms of Service (TOS), End User License Agreement (EULA), or another similar legal instrument or agreement, and may be presented as part of a proposal or quotation responding to a solicitation for a contract or order or otherwise become effective after the contract date.
2. Regardless of the media or delivery mechanism used. For example, supplier terms may be presented as one or more paper documents or may appear on a computer or other electronic device screen during a purchase, software installation, other product delivery, registration for a service, or another transaction.

(b) *Applicability.* When any supply or service acquired under this contract is subject to supplier terms, the supplier terms are deemed part of the contract only to the extent they are consistent with this clause. Supplier terms that conflict with any part of this clause, the contract, or Federal law are void and will not be considered incorporated into a contract, even if they are physically present in a contract documentation or systems. In the event of any inconsistency between supplier terms and this contract, this clause and the terms of the Government contract must govern and supersede any supplier terms in all cases.

(c) *Authorization Required.* Notwithstanding any other provision, no supplier terms must be binding on the Government unless the term is expressly authorized on the USDA Supplier Terms Authorization Form signed by the Contracting Officer, and the completed Authorization Form has been incorporated into the contract.

(d) *Unenforceable Terms.* Any supplier terms that impose obligations or restrictions inconsistent with applicable Federal law are unenforceable against the Government and deemed stricken from the agreement. This includes, but is not limited to, any clause that:

- (1) Requires the Government to pay future fees, penalties, interest, legal costs, early-termination fees, cancellation fees, minimum purchase commitments, true-up payments, seat-count minimums, usage minimums, continued-use charges, or any other financial obligation not expressly authorized by the contract.
- (2) Requires the Government to indemnify the contractor or any other entity.
- (3) Restricts the Government's ability to obtain similar supplies or services from another source.
- (4) Imposes any penalty, financial or otherwise, based on the Government's decision not to exercise an option.
- (5) Subjects the United States Government to the laws of any U.S. state, territory, district, municipality, or foreign nation, except where Federal law expressly permits such application.
- (6) Requires dispute resolution in a forum or venue other than one prescribed by applicable Federal law.

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- (7) Establishes a period of limitations for bringing an action that differs from that provided by applicable Federal law.
- (8) Grants the contractor rights to use, mine, access, aggregate, analyze, or otherwise exploit Government data, usage data, or metadata.
- (9) Deems the Government to have accepted initial or revised terms based on silence, continued performance, or failure to object.
- (10) Grants the supplier the right to audit Government facilities, systems, records, or use of the product or service, except as expressly authorized by the contract and applicable Federal law.
- (11) Requires the Government to accept supplier security requirements, network access requirements, monitoring, penetration testing, or other technical or security measures.
- (12) Permits the supplier to suspend, degrade, or terminate access to products or services based on alleged non-payment, alleged breach, automated security triggers.
- (13) Limits the Government's right to use, install, access, test, evaluate, or transfer the licensed product or service in any manner consistent with the contract and Federal law.
- (14) Requires the Government to store, process, maintain, or transmit data in a particular geographic location, or permits the supplier to transfer Government data outside the United States, except as expressly authorized by applicable Federal law.
- (15) Authorizes the supplier to use the Government's name, seal, trademark, logo, or any reference to the Government as an end user or customer for marketing, publicity, promotional activities, press releases, or similar purposes.
- (16) Incorporates by reference, or requires the Government to accept, terms or conditions imposed by any third party, subcontractor, or upstream service provider, unless such terms are expressly incorporated into the contract by bilateral modification.
- (17) Limits, conditions, or negates the contractor's performance obligations, service levels, or remedies through a supplier-provided service level agreement (SLA).
- (18) Uses Government data, usage data, metadata, prompts, content, or interactions to train, fine-tune, improve, or derive any artificial intelligence, machine learning, or automated decision-making model.
- (19) Subjects the Government to automated decision-making, automated risk scoring, automated content moderation, or any algorithmic process that may affect access, performance, or rights under the contract.
- (20) Utilizes artificial intelligence or algorithmic tools that produce decisions, recommendations, or outputs affecting contract performance without providing transparency, explainability, auditability, and bias-mitigation consistent with applicable Federal law and policy.

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(21) Profiles, tracks, or analyzes Government user behavior, preferences, communications, or interactions for personalization, marketing, or algorithmic optimization purposes.

(e) Non-binding Actions. Neither the Government nor any Government authorized end user is deemed to have consented to any term, condition, or clause by virtue of its inclusion in the supplier agreement or through the use of clickwrap, browsewrap, “I agree” mechanisms, or similar means. Execution of such mechanisms does not bind the Government or its authorized end users to any unenforceable terms.

(f) End user. The supplier agreement must bind the ordering activity as the end user to the extent it does not conflict with the terms of this clause, but it must not bind or impose personal liability on any Government employee or any person acting on behalf of the Government in their personal capacity.

(g) Law and disputes. The supplier agreement is governed by Federal law.

(h) Statutory exception. This clause does not apply to indemnification or any other payment by the Government that is expressly authorized by statute and specifically authorized under applicable agency regulations and procedures.

(i) Continued performance. The supplier or licensor must not unilaterally revoke, terminate, or suspend any rights granted to the Government except as allowed by the contract. If the supplier or licensor believes the ordering activity to be in breach of the supplier agreement, it must pursue its rights under the Contract Disputes Act or other applicable Federal statute while proceeding diligently with performance, pending final resolution of any dispute in accordance with the Disputes Clause at FAR 52.212-4(d) or FAR 52.233-1, as applicable.

(j) Arbitration. Binding arbitration must not be used unless specifically authorized by agency guidance.

(k) Equitable or injunctive relief. Equitable or injunctive relief, including the award of attorney fees, costs, or interest, may be awarded against the United States Government only when explicitly provided by statute (e.g., the Prompt Payment Act or the Equal Access to Justice Act).

(l) Revisions to supplier agreements. Any revisions to the supplier agreement must be incorporated into the contract using a bilateral modification. Unilateral revisions are not binding on the Government.

(m) No automatic renewals. If any license or service tied to periodic payment is provided under the supplier agreement (e.g., annual software maintenance or annual lease term), such license or service must not renew automatically upon expiration of its current term without prior express written consent from an authorized Government representative.

(n) Indemnification. Any clause of the supplier agreement requiring the supplier or licensor to defend or indemnify the end user is amended to provide that the U.S. Department of Justice has the sole right to represent the United States in any such action, in accordance with 28 U.S.C. 516.

(o) Taxes or surcharges. Any taxes or surcharges which the supplier or licensor seeks to pass along to the Government as end user will be governed by the terms of the associated Government contract

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or order and must be submitted to the Contracting Officer for a determination of applicability prior to invoicing unless specifically agreed otherwise.

(p) Non-assignment. The supplier agreement may not be assigned, nor may any rights or obligations thereunder be delegated, without the Government's prior approval, except as expressly permitted by FAR 52.212-4(b) or FAR 52.232-23, as applicable.

(q) Confidential information. If the supplier agreement includes a confidentiality clause, such clause is amended to state that neither the agreement nor the contract price list, as applicable, must be deemed "confidential information." Issues regarding release of "unit pricing" will be resolved consistent with the Freedom of Information Act. Notwithstanding anything in the supplier agreement to the contrary, the Government may retain any confidential information as required by law, regulation, or its internal document retention procedures for legal, regulatory, or compliance purposes; provided, however, that all such retained confidential information will continue to be subject to the confidentiality obligations of the supplier agreement.

(r) Conflict with Federal law. If any other language, provision, or clause of the supplier agreement conflicts or is inconsistent with Federal law or the terms and conditions of this contract, such language, provisions, or clauses will be considered null and void and will not be binding on the United States Government.

(End of Clause)

452.204-70 Modification for Contract Closeout (Apr 2026)

(a) If unliquidated funds in the amount of \$1000 or less remain on the contract, the Contracting Officer (Contracting Officer) may issue a unilateral modification for deobligation. The contractor will receive a copy of the modification but is not required to provide a signature. The Contracting Officer will immediately proceed with contract closeout upon completion of the period of performance, receipt and acceptance of supplies or services, and final payment.

(b) For commercial contracts not exceeding the simplified acquisition procedure threshold under FAR 12.001(c), if more than \$1,000 in unliquidated funds remain at closeout, the Contracting Officer will issue a bilateral deobligation modification. Only the modification requires the contractor's signature, though a Release of Claims may be requested. If the required documents are not returned within 60 days, the Contracting Officer will issue a unilateral modification and proceed with closeout once performance is complete, acceptance is confirmed, and final payment is made.

(c) For all other non-commercial or non-cost-reimbursement contracts, if more than \$1,000 in unliquidated funds remain at closeout, the Contracting Officer will issue a bilateral deobligation modification and a Release of Claims, both requiring contractor signature. If these documents are not returned within 120 days, the Contracting Officer will issue a unilateral modification and proceed with closeout upon completion of performance, acceptance, and final payment.

(End of Clause)

452.204-71 Personal Identity Verification and Workforce Integrity of Contractor Employees (Apr 2026)

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(a) Compliance with PIV Requirements. The contractor must comply with the personal identity verification (PIV) policies and procedures established by the United States Department of Agriculture (USDA) Directives 4620-002 series, Homeland Security Presidential Directive 12, and any implementing guidance issued by the Contracting Officer. The contractor must appoint a representative responsible for PIV compliance and must maintain a current list of employees eligible for a USDA LincPass or otherwise authorized to perform work under this contract.

(b) PIV Sponsor Availability. The PIV Sponsor for this contract is the designated Government point of contact identified in the contract, typically the COR unless otherwise specified. The Government will notify the contractor of any changes. The contractor remains responsible for meeting all PIV obligations regardless of changes in sponsor availability.

(c) Contractor Workforce Integrity and Accountability. The contractor is fully responsible for ensuring that all individuals performing under this contract are properly vetted, eligible for access, authorized to perform the work, and accurately represented. At a minimum, the contractor must implement lawful and effective internal controls to:

- (1) Verify the identity, work authorization, and qualifications of all personnel assigned;
- (2) Ensure only the individuals presented to USDA for PIV enrollment or identity verification perform work;
- (3) Detect and address indicators of identity fraud, unauthorized substitution, or other workforce integrity risks; and
- (4) Ensure continuous oversight of personnel, including remote workers, in accordance with any reporting requirements specified in the Contract.

(d) Mandatory Removal and Replacement. If the Government determines that a contractor employee fails to meet eligibility, security, integrity, or performance requirements, the Contracting Officer may direct the contractor to remove the individual from performance. The contractor must:

- (1) Remove the employee immediately upon notice;
- (2) Provide a qualified replacement at no additional cost to the Government; and
- (3) Ensure continuity of operations so as not to impact mission requirements.
- (4) Failure to promptly remove or replace employees when directed may result in remedies including withholding payment, termination, or other actions authorized under this contract.

(e) Impact on Contractor Performance. Contractor compliance with this clause, including timely removal and replacement of personnel, adherence to PIV requirements, and maintenance of workforce integrity, is a material requirement of this contract. Incidents of identity discrepancies, failure to maintain an eligible workforce, submission of personnel who do not match verified identities, unauthorized substitutions, or failure to comply with Government direction may result in

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termination and will be documented in the contractor's performance assessment and reflected in the Contractor Performance Assessment Reporting System (CPARS).

(f) Subcontractor Applicability. The contractor must include this clause in all subcontracts requiring routine unaccompanied physical access to a Federally controlled facility and/or routine unaccompanied access to a Federally controlled information system. The contractor is accountable for ensuring subcontractor compliance.

(g) No Government Direction of Hiring Practices. Nothing in this clause authorizes the Government to direct the contractor's internal hiring processes or require the disclosure of personal information beyond what is authorized by law, regulation, or contract terms. The contractor remains solely responsible for determining lawful methods to meet the requirements of this clause.

(End of Clause)

Solicitation Information

Award Type

It is anticipated that a firm-fixed price services contract consisting of one (1) one-year base period and four (4) one-year option periods shall be awarded as a result of this synopsis/solicitation. The total duration of this contract shall not exceed five (5) years.

The Government intends to make one award from this solicitation. Therefore, to be considered responsive, contractors must submit pricing for all items.

Evaluation and Basis for Award

The provision at FAR 52.212-2, Evaluation—Commercial Products and Commercial Services is not applicable to this solicitation. In lieu of this provision, quotes will be evaluated in accordance with FAR 12.203 based on the criteria listed below. Award will be made to the offeror representing the best value to the Government.

(a) Evaluation factors. The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors will be used to evaluate offers:

In a separate document, address the evaluation criteria questions below and include your response in your submission.

1. Relevant Past Performance History:

- Provide the number of years this specific entity has been providing Janitorial Cleaning Services. If part of the experience period was doing business under a different business name, identify that business and period separately. IT IS CRITICAL if you are subcontracting any part of this project, that you identify the same information for the sub-contractors throughout

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the evaluation questionnaire. Evaluation is looking at those performing the janitorial services as well as who administers the contract.

- Provide a listing of your projects for the past three-year period that most closely relate to this type of work. Include the dates of performance, the company name, the name of contact person, and their telephone number. References will be contacted. Also include any contract that was terminated (convenience and or cause) or cancelled and address why the contract was terminated or cancelled.

The Government may utilize any references provided by the Contractor, along with information available from past contracts/orders with the USDA and any information found using sources such as Federal Government sources or the Contractor Performance Assessment Reporting System (CPARS) to determine if the Contractor has acceptable or neutral Past Performance.

2. Quality of Services:

Demonstrate ability to perform services in accordance with the contract specifications. Conformance to good standards of workmanship. Offerors shall submit their Quality Control Plan and how they intend to meet Government performance standards for each task and subtask associated with this contract.

- The Quality Control Plan (QCP) should recognize the responsibility of the Contractor to carry out its quality control obligations and contain measurable inspection and acceptance criteria corresponding to the Performance Work Statement (PWS). The QCP shall specify:
 1. How quality will be monitored to ensure performance standards are met.
 2. How the work will be supervised.
 3. Identify the personnel responsible for performing quality control.
 4. How results of the monitoring will result in quality performance.
 5. Create a checklist for inspection of the building that covers all services stated in the "Performance Work Statement"
 6. A system to ensure that the Contractor's employees are notified of any deficiencies in their area of responsibility.
 7. A plan to monitor and correct customer complaints.
 8. A plan for immediately forwarding customer complaints that are not the responsibility of the Contractor to the COR.

3. Technical Approach

- Provide a listing of your in-house capabilities and the tasks if you intend to subcontract. Include a list of the facilities (for storage of supplies related to this project), supplies, tools and/or equipment you intend to use.
- Performance, schedule and staffing: List the names and experience of the employee(s) with appropriate skills and skill levels to accomplish the project with regard to the personnel qualifications.

4. Use of Biobased Products

As required by FAR 52.223-2, biobased products must be used in performance of this contract. Contractor shall describe current or past performance experience with the use of biobased products.

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For the purposes of this contract, the Contractor shall include a list of products intended for use on the Southern Research Station Headquarters Janitorial Services project. Identify each product's biobased Potent percentage and the product's intended use.

Table. Biobased Assessments

Rating	Description
Acceptable	Proposal clearly states the utilization of biobased products, list of products, certification, and percentage.
Unacceptable	Proposal does not clearly state the utilization of biobased products, does not include a list of products, lacks certification, and is lacking in clear understanding of operation plan.

Proposal does not clearly state the utilization of biobased products, does not include a list of products, lacks certification, and is lacking in clear understanding of operation plan.

Price:

The offeror shall provide pricing as requested in the Schedule of Items on page **4 and 5** of this Request for Quote. Failure to propose pricing for all individual line items may result in a quotation being excluded from further consideration. The offeror's quotation will be evaluated in accordance with FAR 12.204, to determine if it is fair and reasonable. The Government will issue a contract to the offeror quote conforms to the solicitation requirements, and which offers the best value to the Government.

Evaluation Method:

In accordance with RFO FAR 12.203 and the solicitation's prescribed evaluation factors, the Government will conduct a comparative evaluation of quotations to determine the most technically advantageous offer. The evaluation will focus on the non-price evaluation factors listed in the solicitation, followed by an assessment of price fairness and reasonableness, and verification of acceptable or neutral past performance.

The evaluation will be conducted as follows:

1. Technical Evaluation - All quotations will first be reviewed for technical acceptability and then comparatively evaluated to determine which offeror presents the most advantageous technical solution based on the stated criteria. The evaluation will consider the following factors in the order presented:
 - a. Relevant Past Performance History - The Government will assess the relevance, recency, and quality of the offeror's past performance, including subcontractor past performance when applicable. Information will be drawn from the offeror's submitted past performance narratives:
 - References provided by the offeror

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- Government records, including USDA past contract history
- Federal resources such as CPARS

Past performance will be assessed as acceptable, unacceptable, or neutral.

b. Quality of Services - The Government will evaluate the offeror's Quality Control Plan to ensure it demonstrates a clear, executable, and measurable approach to performing in accordance with the Performance Work Statement. Evaluation will focus on:

- Supervision structure
- Personnel responsible for quality control
- Inspection processes and checklists
- Deficiency correction systems
- Complaint monitoring and escalation procedures

The Government will determine whether the plan demonstrates high confidence in the offeror's ability to meet performance standards.

c. Technical Approach - The Government will review the offeror's description of in-house capabilities versus subcontracted tasks, proposed facilities and equipment, and staffing plan. The evaluation will consider:

- Suitability of tools, supplies, and equipment
- Adequacy of storage facilities
- Personnel qualifications, experience, and skill levels
- Realism and effectiveness of the proposed schedule and staffing approach

d. Use of Biobased Products - The Government will evaluate the offeror's compliance with FAR 52.223-2 and the solicitation's biobased product requirements. This includes:

- A list of biobased products proposed for use
- Identification of each product's biobased content percentage
- Demonstrated understanding of proper product application
- Past performance experience utilizing biobased materials

Proposals will be rated as Acceptable or Unacceptable under this factor.

2. Price Evaluation - Once the highest technically rated offeror is identified, the Government will evaluate the corresponding price in accordance with RFO FAR 12.204. This review will determine whether the proposed pricing is fair and reasonable.

Failure to price all line items may result in exclusion from further consideration.

Basis for Award

Award will be made to the offeror determined to present the most technically advantageous proposal, provided that:

- The proposed price is found to be fair and reasonable, and
- Past performance is assessed as acceptable or neutral

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If the highest technically rated offeror fails either requirement, the Government will proceed to the next highest technically rated offeror and repeat the price and past performance assessment.

(b) Options. The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. The evaluation of options does not obligate the Government to exercise the option(s).

(c) Notice of award. A written notice of award or acceptance of an offer furnished to the successful Offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

(End of provision)

Other Information

52.252-1 Solicitation Provisions Incorporated by Reference Feb 1998

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es): <https://www.acquisition.gov/far-overhaul/far-part-deviation-guide/far-overhaul-part-52>

52.212-1 Instructions to Offerors - Commercial Products and Commercial Services (Nov 2025)

FAR 52.212-1 is amended as follows:

Period for acceptance of offers.

The Offeror agrees to hold the prices in its offer firm for 90 calendar days from the date specified for receipt of offers.

Questions

Questions shall be submitted via email to andrea.pollock@usda.gov and are due no later than September 14, 2026, at 12:00 PM Central Time. This will ensure enough time to respond before the solicitation period ends. Please include the solicitation name and number as the subject line of the email.

52.203-18 Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements-Representation (Jan 2017)

52.209-2 Prohibition on Contracting with Inverted Domestic Corporations - Representation (Sep 2025)

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- 52.209-11 Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law (Sep 2025)
- 52.240-90 Security Prohibitions and Exclusions Representations and Certifications (Nov 2025)

The following provisions are applicable if checked:

- ☒ 52.203-11 Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (Sep 2024)
- ☒ 52.204-7 System for Award Management—Registration (Nov 2025)
- ☐ Alternate I (Nov 2025) to 52.204-7

Other Applicable FAR Provisions

- 52.217-5 Evaluation of Options (Nov 2025)
- 52.237-1 Site Visits (Apr 1984)

AGAR Provisions

452.203-70 Anti-Discrimination and Diversity, Equity, and Inclusion (DEI) Certification (Dec 2025)

(a) By submission of its offer, the offeror certifies that:

- (1) It is compliant with all applicable Federal anti-discrimination laws and the Equal Protection principles of the U.S. Constitution.
- (2) Neither it nor any proposed subcontractor or teaming partner operates or funds any program, policy, or initiative that promotes DEI in a manner that violates any applicable Federal anti-discrimination laws, including but not limited to Title VI and VII of the Civil Rights Act of 1964, or the Equal Protection principles of the U.S. Constitution.

(b) If the offeror participates in, facilitates, or funds programs that implicate Title VI of the Civil Rights Act of 1964 or Title IX of the Education Amendments of 1972, as amended, including but not limited to grants to or for schools, colleges, universities, 4-H programs, non-governmental organization (NGO) programs, sports programs, and education-related grants to prisons or other detention facilities, by submission of its offer, the offeror certifies that it is compliant with those laws, including the requirements set forth in Executive Order 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government, and Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity.

(c) The offeror affirms that the above requirements are conditions of payment that go to the essence of the contract and are therefore material terms of the contract. Payments under the contract are predicated on compliance with the above requirements, and therefore the offeror will not be eligible for funding under the contract or to retain any funding under the contract absent compliance with the above requirements.

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(d) This certification reflects a change in the Government's position regarding the materiality of the foregoing requirements and therefore any prior payment of similar claims does not reflect the materiality of the foregoing requirements to this contract.

(e) Submission of a knowing false statement relating to offeror's compliance with the above requirements and/or eligibility for the contract may subject the offeror to liability under the False Claims Act, 31 U.S.C. § 3729, and/or criminal liability, including under 18 U.S.C. §§ 287 and 1001.

(f) Failure on the part of the offeror or its subcontractors to comply with the terms of this clause may be grounds for the Contracting Officer to terminate the contract for default.

(End of Provision)

NOTICE FOR FILING AGENCY PROTESTS

United States Department of Agriculture (USDA) Protest Procedures

The United States Department of Agriculture (USDA) is committed to fair, transparent, and efficient acquisitions. Interested parties with concerns about this solicitation are encouraged to seek resolution through the following USDA procedures.

Tier 1: Contracting Officer Concern Resolution

Submission: Interested parties with concerns about either the solicitation or subsequent award should first submit their concern directly to the Contracting Officer, providing sufficient detail to allow the Contracting Officer to understand and assess the issue.

Process: The Contracting Officer will review the concern, seek clarification as needed, and engage with the interested party to attempt prompt resolution.

Review Timeline: The Contracting Officer will make every effort to provide a response or resolution within 10 business days of receiving the concern.

Effect on Award or Performance: Tier 1 engagement is not considered an official notification of filing an agency protest and does not pause solicitation deadlines, delay award decisions, or suspend contract performance.

Next Steps: If the matter cannot be resolved at Tier 1, the interested party may file a written agency protest under Tier 2.

USDA encourages all parties to seek resolution with the Contracting Officer before filing an agency protest.

Tier 2: Agency Protest

If concerns cannot be resolved at Tier 1, an interested party may file a written agency protest with either the Contracting Officer or the USDA Independent Review Authority. The decision by the USDA Independent Review Authority is an alternative to a decision by the Contracting Officer. The USDA Independent Review Authority will not consider an appeal of the Contracting Officer's decision on an agency protest.

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The protest must state whether the protester elects review by the Contracting Officer, by the USDA Independent Review Authority. If no election is stated, the Contracting Officer will decide the protest.

Required Information: Protests shall include the information set forth in FAR 33.104-4 (a)(3). Failure to submit the required information may result in a delay or dismissal of the protest.

Submission: Agency protests should be submitted electronically to SPE.inquiry@usda.gov and the Contracting Officer.

Timeliness: Protests must be filed within the timeframes specified in FAR 33.104.

Effect on Award or Performance: Contract awards or performance will be suspended during the protest period unless justified in writing for urgent and compelling reasons or determined to be in the best interest of the Government.

Review Timeline: USDA strives to resolve agency-level protests within 35 business days of receipt.

Election of Forum: By filing a protest with USDA, the protesters agree not to file a protest on the same matter with the Government Accountability Office (GAO) or any other external forum while the agency protest is pending. If such a protest is filed externally, the USDA agency protest will be dismissed.

Questions: Questions regarding this notice or protest procedures should be directed to the Contracting Officer identified in this solicitation.

US Department of Agriculture (USDA)



Performance Work Statement

NRS St Paul Custodial Services

1992 Folwell Ave, Falcon Heights, MN 55108

1561 Lindig Street, Falcon Heights, MN 55108

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Project Title

NRS St Paul Custodial Services

General Information

1.0 Background and Purpose

The St. Paul Field Office and Annex are federally owned facilities administered by the Northern Research Station (NRS) of the U.S. Forest Service. The Field Office is located at 1992 Folwell Ave, Falcon Heights, MN 55108. The Annex is located at 1561 Lindig St, St. Paul, MN 55108.

The field office consists of two wings joined at each floor, except the ground floor, by a connecting corridor. The north wing consists of five floors with approximately 26,900 square feet of floor area. The south wing of the building has three floors with approximately 19,800 square feet of floor area. The annex is a single-story building with approximately 12,300 square feet of floor area and is attached to two 1700 square feet green houses. Floor plans and additional information concerning both buildings can be found in the attachments.

This requirement is a performance-based service requirement. The Contractor shall furnish all personnel, materials, equipment, supplies, and incidentals (except Government furnished property) necessary to ensure that custodial services are performed for the St. Paul Field Office and Annex. In accordance with the specifications contained in this Performance Work Statement.

The Contractor shall perform the required cleaning services in a manner that will maintain satisfactory facility conditions and present a clean, neat, and professional appearance. Contractor will determine the frequencies, unless otherwise specifically noted and performance will be based on the Government's evaluation of results, not the frequency or method of performance.

The contractor is strongly encouraged to visit and inspect the facilities prior to estimating and submitting a quote. The Contractor is responsible for ascertaining pertinent existing conditions, and determining all material quantities required and labor requirements. The contractor will become familiar with the facilities and have any questions answered and issues resolved to their satisfaction prior to submitting a quote; failure to do so will not discharge the contractor from the responsibility for successfully performing and completing the work without additional expense.

SITE VISIT WILL BE SCHEDULED FOR ON September 9, 2026 at 10:00 AM Central Time

Site visit shall start at the USFS Field Office, 1992 Folwell Ave, Falcon Heights, MN 55018 and then move to the USFS Annex, 1561 Lindig St., Falcon Heights, MN 55108.

Please contact Richard Ihlenfeldt at Richard.ihlenfeldt@usda.gov for RSVP.

Note: There is limited free visitor parking in the Forest Service Visitor's Parking lot.

2.0 General Requirements

A. Contractor's Quality Control. The Contractor shall discuss with the Contracting Officer's Representative (COR) and Government Technical Monitor (GTM), their quality control plan at a prework meeting before work on the contract begins. The quality control plan shall be approved by the COR at that time. If the Government exercises any of the Options to this solicitation, the plan shall be reviewed and agreed upon by the COR before any work shall begin on the Option Year Contract.

B. Quality Assurance. The Government will periodically evaluate the Contractor's performance in accordance with the Quality Assurance Surveillance Plan.

C. Prework Meeting. A prework meeting between the Contractor's Representative and the COR and the GTM will be held before any work shall begin on this contract.

D. Contractor Furnished Material and Equipment. Materials and equipment shall be of the type and quality used in large scale commercial cleaning operations and shall be approved by the Contracting Officer before use. Those not covered by federal specifications shall be of commercial grade and quality. Within 10 days after award of this contract, the Contractor shall submit a list of the materials to be used for approval by the Contracting Officer Representative. The list shall include the manufacturers' name, brand name, and statement certifying that materials supplied meet or exceed contract requirements.

E. Equipment. All power-driven equipment for vacuuming, floor scrubbing, waxing, and polishing shall be of the industrial type, mechanically sound, safe to operate, and in a condition that will not harm or excessively wear existing finishes and floor coverings. Equipment will be reviewed and approved by COR. Storage will be dependent on size, and shall have prior approval by COR.

Contractor Requirements

3.0 Technical Requirements / Tasks

The Contractor shall accomplish all cleaning tasks to meet the requirements of this Performance Work Statement (PWS). The minimum cleaning frequencies are established in Section 4.0 Deliverable/Schedule.

3.1 Basic Cleaning Services (Weekly):

A. Maintain Floors. All floors (including stairwells, entryways, and elevators) shall be swept, dust mopped, damp mopped, wet mopped, as needed, to ensure they have a uniform, glossy appearance and are free of dirt, debris, dust, scuff marks, heel marks, other stains and discoloration, and other foreign matter. Baseboards, corners, and wall/floor edges shall also be clean. All floor maintenance solutions shall be removed from baseboards, furniture, trash receptacles, etc. Chairs, trash receptacles, and other moveable items shall be moved to maintain floors underneath these items. Contractor shall ensure that all moved items should be returned to their original and proper position.

B. Remove Trash, Recycling, & Compost. All trash containers shall be emptied and returned to their initial location. Boxes, cans, and papers placed near a trash receptacle and marked "TRASH" shall be removed. Any obviously soiled or torn plastic trash receptacle liners shall be replaced. The trash, recycling, and compost shall be deposited in the designated outside trash collection container. All receptacles shall be left clean, free of foreign matter, and free of odors

C. Entrances. The Contractor shall clean the outside and inside interior entrances of the buildings, the lobbies, corridors, and hallways. Glass should be free of debris, dirt or fingerprints. Areas shall be clear of trash, debris, dust, cobwebs, etc. Polish and clean both sides of entrance glass in buildings.

D. Clean Drinking Fountains. Clean and disinfect all porcelain and polished metal surfaces, including the orifices and drain, as well as exterior surfaces of fountain. Drinking fountains shall be free of streaks, stains, spots, smudges, scale, and other obvious soil. The Contractor shall clean the walls adjacent to drinking fountains. Areas shall have a clean appearance free from dirt, stains, streaks, lint, cleaning marks and cobwebs; hard finished wainscot and glazed ceramic tile surfaces shall be free of cleaning film.

E. Vacuum Carpets and Floor Mats. Vacuum carpeted areas including entryways. After vacuuming and cleaning interior and exterior floor mats, mats and rugs shall be free of all visible lint, soil, and other foreign matter. Any spots shall be removed by carpet manufacturer's approved methods as soon as noticed. All tears, burns, and raveling shall be brought to the attention of the Government representative.

F. General Spot Cleaning. Perform spot cleaning on a continual basis. Spot cleaning includes, but is not limited to removing, or cleaning smudges, fingerprints, marks, streaks, spills, etc., from washable surfaces of all walls, elevator control panel, partitions, vents, grillwork, doors, door guards, door handles, push bars, kick plates, light switches, temperature controls, and fixtures. After spot cleaning, the surface shall have a clean, uniform appearance, free of streaks, spots, and other evidence of soil.

G. Cleaning of Laboratories. The Contractor shall empty trash and recycling only to the specific area's standards set forth above for trash removal. Periodic cleaning will be completed as noted below. **NOTE: The Contractor shall not disturb lab tables, counters, sinks or equipment, or unplug any laboratory equipment. The Contractor shall be responsible for any loss or damage to equipment, which results from Contractor employee's negligence in these areas.**

3.2 Basic Restroom/Shower and Breakroom (3 Times Per Week):

A. Clean and Disinfect. Completely clean and disinfect all surfaces of sinks, toilet bowls, base of toilet, urinals, lavatories, showers, plumbing fixtures, partitions, dispensers, doors, walls, mirrors, and other such surfaces, using a germicidal detergent. After cleaning, receptacles will be free of deposits, dirt, streaks, and odors. Disinfect all surfaces of partitions, stalls, stall doors, entry doors (including handles, kick plates, ventilation grates, metal guards, etc.), and wall areas adjacent to wall mounted lavatories, urinals, and toilets. All floor and sink drain traps should be free of debris, residue, and odors. Clean and disinfect all porcelain and polished metal surfaces, including the orifices and drains.

B. Sweep and Mop Floor. After sweeping and mopping, the entire floor surface, including grout, shall be free from litter, dirt, dust, and debris. Grout on wall and floor tiles shall be free of dirt, scum, mildew, residue, etc. Floors shall have a uniform appearance without streaks, swirl marks, detergent residue, or any evidence of soil, stain, film or standing water. Moveable items shall be tilted or moved to sweep and damp mop underneath.

C. Stock Restroom Supplies. Contractor shall ensure restrooms are stocked sufficiently so that supplies including soap for the soap dispensers, toilet tissues, & paper towels, do not run out. Supplies shall be stored in designated areas and Contractor shall notify COR of needed supplies, a minimum of 2 weeks in advance.

3.3 Periodic Cleaning Services (6 Months):

A. Floors. All tile floors shall be stripped and re-waxed; stripper and wax shall not pool. Contractor shall ensure that chairs, wastepaper baskets or similar items are moved prior to cleaning and then replaced. Areas shall be free of pooled wax, swirl marks, footprints, etc.; floor maintenance solutions shall be removed from baseboards, and all moved items should be returned to their original and proper position. Contractor is responsible for any and all damages that occurred from waxing efforts. Waxing efforts must be scheduled with COR a minimum of 4 weeks prior to commencement.

B. Interior Windows. Clean glass surfaces. After glass cleaning, there shall be no traces of film, dirt, smudges, water, or other foreign matter. After surfaces have been cleaned, all traces of film, dirt, smudges, water, and other foreign matter shall be removed from frames, casings, sills, and glass.

C. Dusting. High ledges, pipes, ducts, vents and baseboards and radiator covers, and fins shall be dusted. Areas shall be free from accumulated dust or other accumulated foreign matter.

D. Walls. Clean all painted walls; also, wood panels in the office building. Areas shall have a clean appearance free from dirt, stains, streaks, lint, cleaning marks and cobwebs; hard finished wainscot and glazed ceramic tile surfaces shall be free of cleaning film.

E. Window Coverings. Conference room drapes shall be vacuumed, and venetian blinds dusted. Coverings shall be free of accumulated dust, free of all traces of film, smudges, or other accumulated foreign matter.

F. Clean/Shampoo Carpets. All carpets shall be cleaned in accordance with standard commercial practices. A heavy-duty spot remover may be required in heavily soiled areas. After shampooing, the carpeted area will be uniform in appearance and free of stains and discoloration. All cleaning solutions shall be removed from baseboards, furniture, trash receptacles, chairs, and other similar items. Chairs, trash receptacles, and other items shall be moved to clean carpets underneath and returned to their original location. Shampooing must be scheduled with COR a minimum of 4 weeks prior to commencement.

G. General Dusting. All horizontal surfaces (desks, windowsills, countertops, bookshelves, file cabinets, chairs, tabletops etc.) must be dusted or cleaned to eliminate dust collection. All areas will be free of all visible dust, debris, litter, and other foreign matter.

3.4 Special Requested Cleaning Services:

A. General.

Special Request Cleaning Services are non-recurring custodial tasks that fall outside the normal weekly and periodic cleaning requirements described in this Performance Work Statement. Examples include, but are not limited to:

- An additional basic cleaning service for a conference room during heavy usage,
- Office move-out cleaning prior to new occupant arrival,
- An extra occurrence of window or entrance cleaning following a storm.

B. Firm-Fixed Price per Occurrence.

Each Special Request Cleaning Service shall be performed at a firm-fixed price per occurrence, established through a bilateral modification prior to the Contractor beginning work. The firm-fixed price shall include:

- One complete cleaning occurrence as defined by the CO;
- All labor, equipment, supplies, and travel necessary to accomplish the requested tasks;
- One visit to the facility outside the normal maintenance cycle.

D. Ordering.

The COR will identify the scope of each Special Request Cleaning Service. No work shall be performed until the firm-fixed price for that occurrence is mutually agreed upon and incorporated into the contract via bilateral modification.

4.0 Deliverable/Schedule

A. General. Offerors are cautioned that the following service-hour requirement may be less than that required to perform all daily and periodic work requirements. The determination of the total service-hour requirement for the performance of all services herein specified is the sole responsibility of the offeror.

B. Deliverable Deviations. The CO will give the contractor a written notice in advance stating rooms to be dropped/added from the contract and when to return to normal cleaning schedule, as applicable. The contractor shall submit a proposal for an increase/decrease of the contract price when there is additional space that requires cleaning or when a building is expected to remain unoccupied for 30 calendar days or longer. The increase/decrease will be made through a bilateral agreement and take effect the following month after service has ceased/increased.

B. Service-Hours. All work shall be performed after **6:00 pm and prior to 6:00 am**, Monday, Wednesday, and Friday, exclusive of Federal Holidays (exception periodic cleaning on weekends). If a holiday falls on a normal service day, the cleaning will be conducted on the next business day following the holiday.

Key Deliverables

Item No.	Deliverable	Objective	Due
3.1	Basic Cleaning Services	Refer to section 3.1	Weekly
3.2	Basic Restroom/Shower and Breakroom	Refer to section 3.2	3 Times Weekly – Normally Monday, Wednesday, and Friday
3.3	Periodic Cleaning Services	Refer to Section 3.3	Every 6 Months, Schedule Disruptive Activities with COR/GTM a Minimum of 4 Weeks in Advance

3.4	Special Request, Cleaning Services	Refer to Section 3.4	As requested per CO
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5.0 Government Furnished

The Contractor shall furnish all supplies, materials, and equipment necessary including power driven floor-scrubbing machines, waxing, and polishing machines, industrial type vacuum cleaners, etc., customarily used in the performance of commercial cleaning not included in the list below:

The government shall provide the following listed items:

- Paper Towels for Dispensers
- Trash & Compost Receptacle Liners
- Urinal Mats
- Toilet Paper
- Air Freshener
- Hand Soap
- Storage Area

6.0 Contractor's Key Personnel

The Contractor shall arrange for satisfactory supervision of the contract work. The Contractor or their designated supervisor shall be available at all times: while work is in progress, to receive notices, reports, or requests from the Contracting Officer or the COR/GTM. Government direction or supervision of Contractor's employees, directly or indirectly, shall not be exercised.

Contract Manager: The Contractor shall provide the name, telephone number and address of the contract manager, in writing, to the Contracting Officer within five (5) days of award. The term "contract manager" is a person, designated in writing by the Contractor, who has complete authority to act for the Contractor during the term of the contract. The contract manager shall have the authority to accept notices of deductions, Inspection Reports, and all other correspondence on behalf of the Contractor.

Qualifications of Personnel:

A. **Qualifications of the Contract Manager.** The contract manager is responsible for the management and scheduling of work to be performed under this contract and shall possess at least two (2) years of recent (within the past three (3) years) experience in the management of custodial type operations of the approximate size of the building(s) to be cleaned under this contract.

A detailed resume containing the information specified below must be submitted to the Contracting Officer for approval prior to assignment of the contract manager to the contract. Both new and replacement contract managers must meet these qualification standards.

1. The full name of the proposed contract manager.
2. A detailed description of the previous three (3) years employment history of the proposed contract manager.
3. The name(s) and address(s) of the companies for whom the proposed manager worked for the past three (3) years along with the name(s) and telephone number(s) of their immediate supervisor.

B. **Qualification of Other Contractor Personnel.** Personnel employed by the Contractor shall be capable employees, qualified in custodial type work. All personnel will receive close and continuing first-line supervision (On-Site Representative) by the Contractor. The Contractor will provide the name and phone number of any personnel (or subcontractor) that will be working in either facility. The contractor will provide this information within 2 days start or change of personnel.

C. All Contractor personnel must be able to complete an USDA background check and obtain a Lincpass via Person Model. The contractor must ensure their employees (including subcontractor personnel) complete the training course(s) listed below in the frequency identified. (See USDA HSPD-12 Non-Employee and Person Model Frequently Asked Questions (FAQs))

https://hspd12.usda.gov/docs/FAQ_NonEmployeeLincPass_PersonModel_v2.0.pdf

The contractor must maintain records of course completion and provide them to the CO or COR upon request. Contract personnel will need to work between the hours of 7am-2pm (subject to COR availability) until the LincPass is issued. The process to obtain a LincPass shall be completed within 30 days of notice to proceed or the start date of new personnel.

7.0 Reporting Requirements

The contractor shall prepare and submit the following deliverables in accordance with the schedule below (documents should be submitted to the CO/COR):

Item No.	Description	Copies To	Due Date
01	Contractor's Quality Control Plan	CO, COR/GTM	Within 20 days from date of award
02	Inspection Reports-for both facilities	COR/GTM	Monthly
03	Deficiency Reports-for either facility	COR/GTM	Within three days of deficiency

A. Contractor's Quality Control Plan.

The Contractor shall develop and maintain a quality program to ensure custodial services are performed in accordance with commonly accepted commercial practices. The Contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. As a minimum the Contractor shall develop quality control procedures addressing the areas identified in Service Delivery Summary.

B. Inspection Reports

The Contractor shall submit written copies of Inspection Reports, as specified above. The inspection reports should show the status of all work inspected for the prior period. Any problems or corrections should be addressed, and a summary and date of resolution included. Inspection report shall be completed by someone other than working performer (example: supervisor). Contractor to list any monthly/semi-annual/annual work completed in that month as part of the month report.

C. Deficiency Reports

The Contractor shall submit deficiency reports within three days of from when the deficiency occurs or is reported. Deficiency reports should be addressing those areas not cleaned and the reason for not cleaning them. Deficiencies include but are not limited to the following: deficiencies in building equipment or damage to the building such as defective ballast, missing/broken/inoperable soap dispensers, stopped up urinals or commodes, missing floor or ceiling tile, and/or broken door or window.

D. The Contractor shall confirm that ALL reports are correct and are being submitted to the COR/GTM in a timely basis. If the reports are not correct and not being submitted in a timely basis, the COR will notify the CO. At that time, the CO will contact the Contractor. If the issue continues, the contractor will be issued a Cure Notice. In the event there are still issues it could possibility effect the following Option Year.

8.0 Security Requirements

Building Security. Contractor shall be responsible for security of the building during performance of services. Contractor must ensure that all exterior doors and windows in all areas are locked; and designated light and miscellaneous equipment shut off. The building's security system must be armed and disarmed accordingly (if applicable). There is currently a fire monitoring system on site. The contractor must be able to arm and disarm the system as needed and be willing to follow provided detection and evacuation procedures.

Building Access will be via the LincPass. It is the responsibility of contractor to protect access card and notify COR immediately of lost, stolen, misplaced, or damaged access card.

Immediately notify proper authorities when an unauthorized or suspicious person is seen on the premises or if items noticed are suspicious in nature.

Turn in lost and found articles to COR/GTM. In addition, the Contractor shall ensure that all articles found shall be tagged to identify where they are found.

Turn off lights when not in use (all motion light switches shall remain in initial position).

9.0 Emergencies

In case an emergency arises during the Contractor's employees' normal working hours (for example, flooding of a building), Contractor shall divert their forces as directed by the COR/GTM to meet the emergency. Contractor shall immediately respond to an emergency such as a flood, power outage, excessive litter, or debris, etc. and notify the COR/GTM as soon as possible. In the case of a COR notification of emergency, Contractor response time during regular work hours should be within 15-30 minutes of notification. Contractor shall not attempt to clean hazardous materials spill. When employees are no longer needed, they shall return to normal duties. Contractor shall not be penalized for the portion of the normal daily work, which would have been performed.

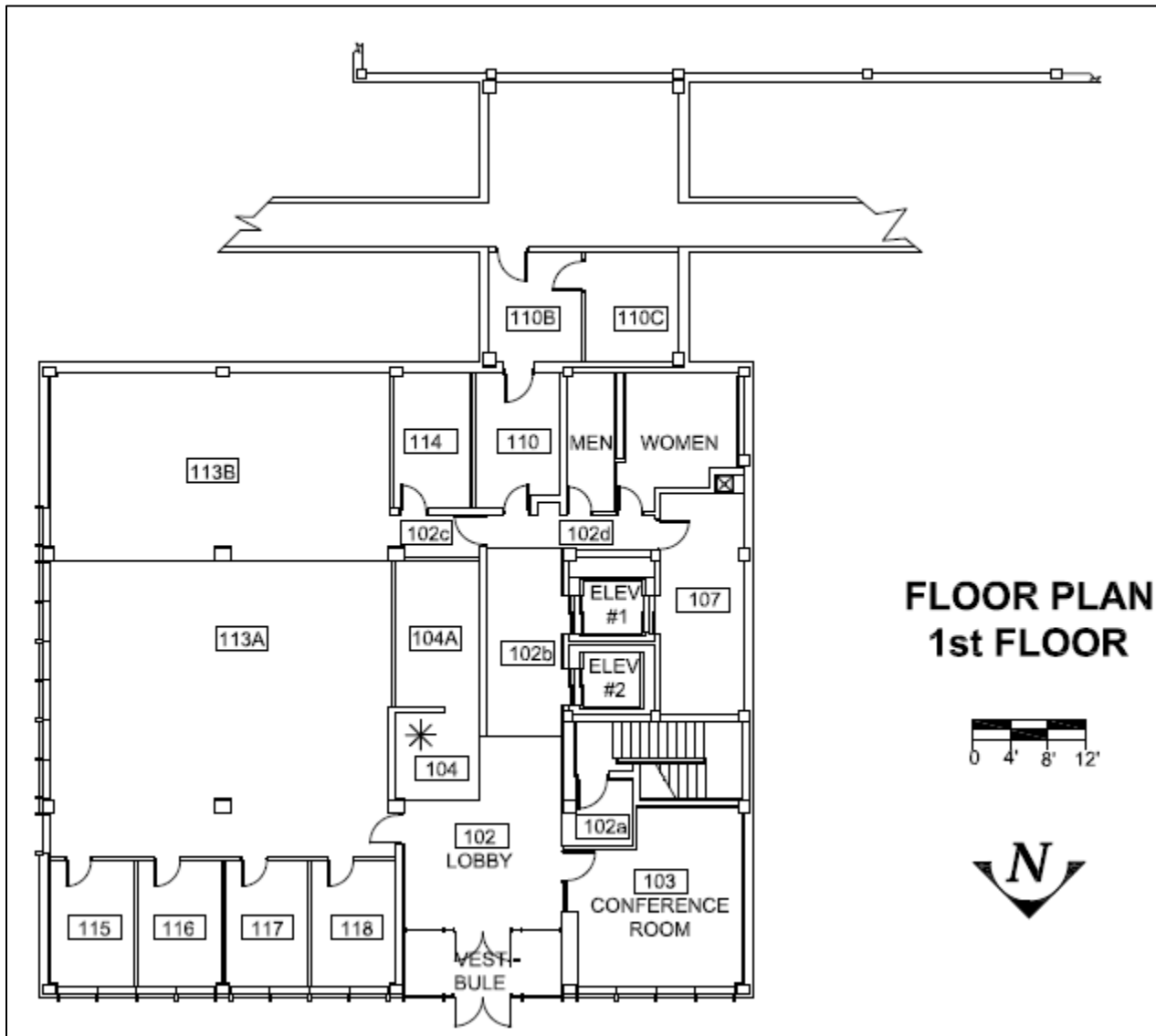
The Contractor employees will be required to follow emergency procedures identified by the NRS Emergency Procedures Plan, in the case of an emergency. The plan will be provided to Contractor within ten days after award of contract.

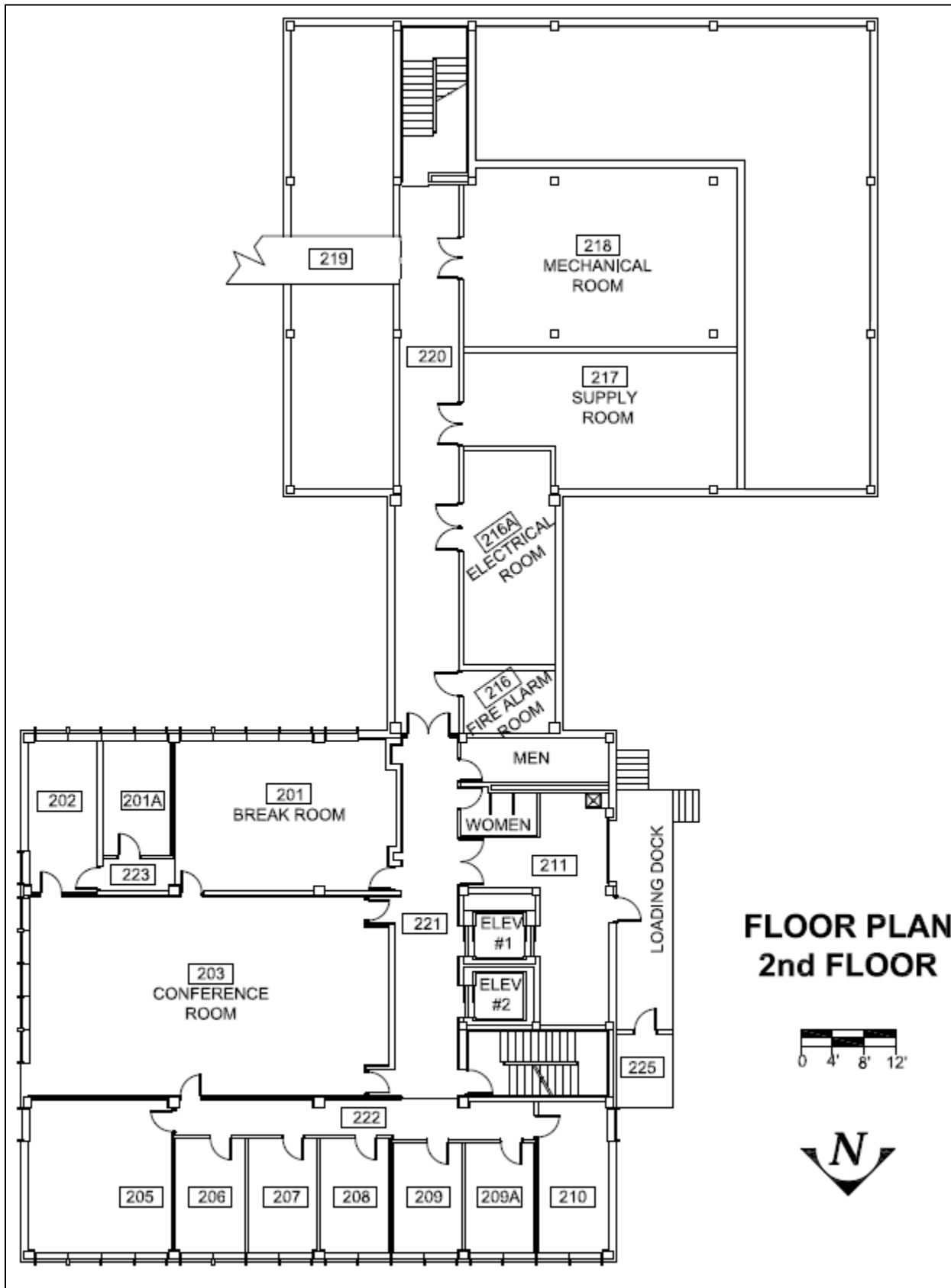
10.0 Performance Requirement Measures

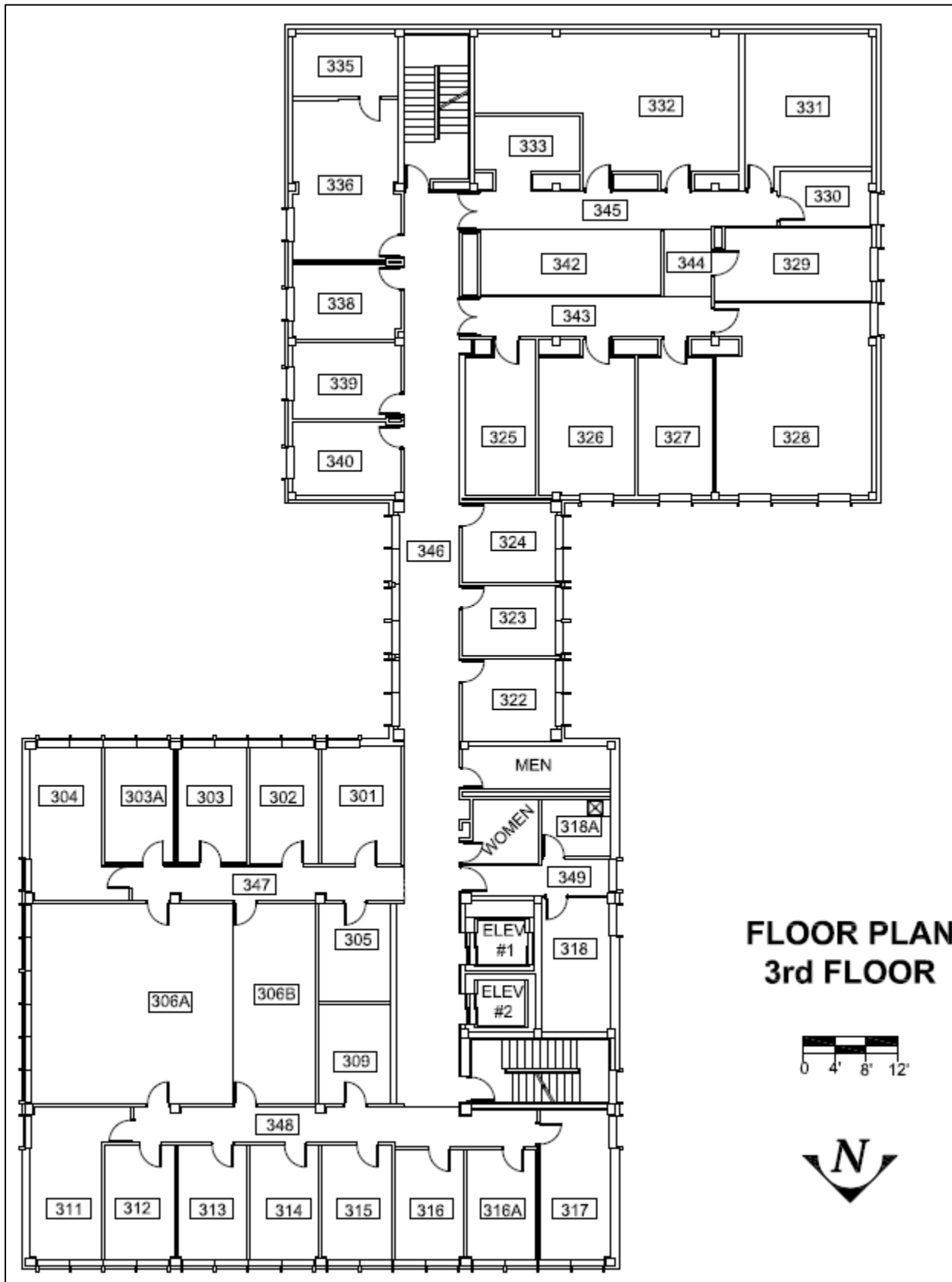
Performance Objective	Required Task or Deliverable	Performance Standard	Method of Surveillance	Positive/Negative Incentive % for NOT meeting the Task
Basic Cleaning Services per PWS Section 3.1	See details in Section 3.1	Less than 5 instances of performance not meeting described objectives per month. <i>Example Instance not Meeting Described Objective: A trash can is not emptied on a scheduled cleaning day.</i>	Random Visual Surveillance by COR/GTM and Building Occupants	In accordance with FAR 46.407 Non-Acceptance of Non-Conforming Services and 52.212-4(a) Inspection/Acceptance, the CO/COR/GTM will give the Contractor an opportunity to correct nonconforming services, when it can be accomplished within the appropriate schedule. Correction will be without additional cost to the Government. In situations where correction cannot be made, the CO must reject those services, which have been determined to be otherwise incomplete. Adjustments to contract prices will be made on a case-by-case basis when services have not been accepted and correction does not occur. The CO/COR/GTM will notify the Contractor when services have not been accepted.
Basic Restroom/Shower and Breakroom Cleaning Services PWS Section 3.2	See details in Section 3.2	Less than 5 instances of performance not meeting described objectives per month. <i>Example Instance not Meeting Described Objective: A restroom stall is found with no toilet paper.</i>	Random Visual Surveillance by COR/GTM and Building Occupants	
Periodic Cleaning Services per PWS Section 3.3	See details in Section 3.3	Less than 5 instances of performance not meeting described objectives per cleaning cycle. <i>Example Instance not Meeting Described Objective: Smudges are observed on a window immediately after scheduled cleaning is completed.</i>	Random Visual Surveillance by COR/GTM and Building Occupants	
As Requested Cleaning Services per PWS Section 3.4	See details in Section 3.4	100% Completion of all Miscellaneous Cleaning Services provided per the special request.	Visual Surveillance by COR/GTM or Building Occupants	
Reporting per PWS Section 7.0	See details in Section 7.0	100% Completion and Submittal of all Required Reports by Due Dates Listed in Section 7.0	COR and GTM Record Keeping and Review	Invoices will not be paid until reporting is up to date with the period covered by the invoice.

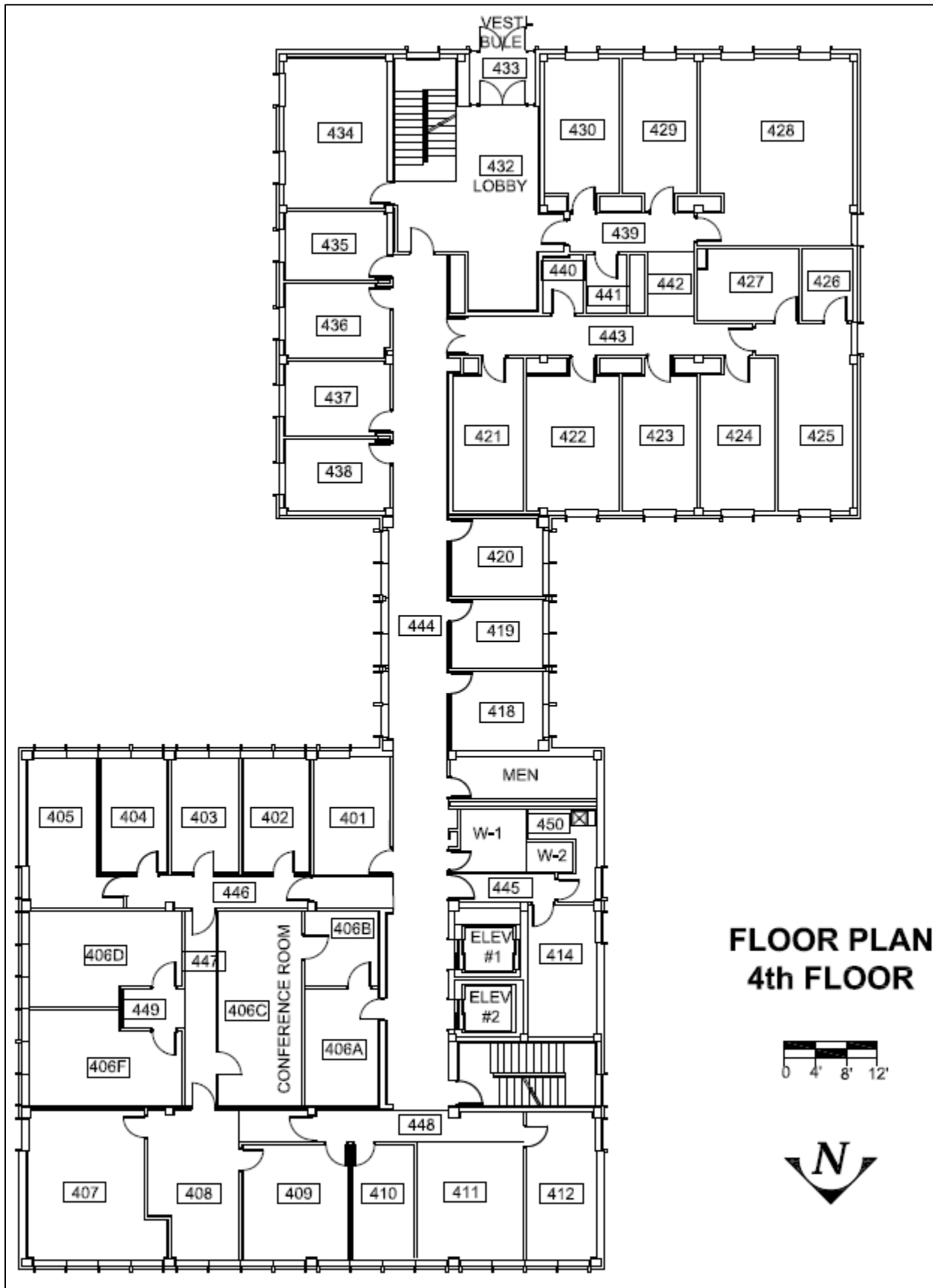
Attachment 1: Floor Plans

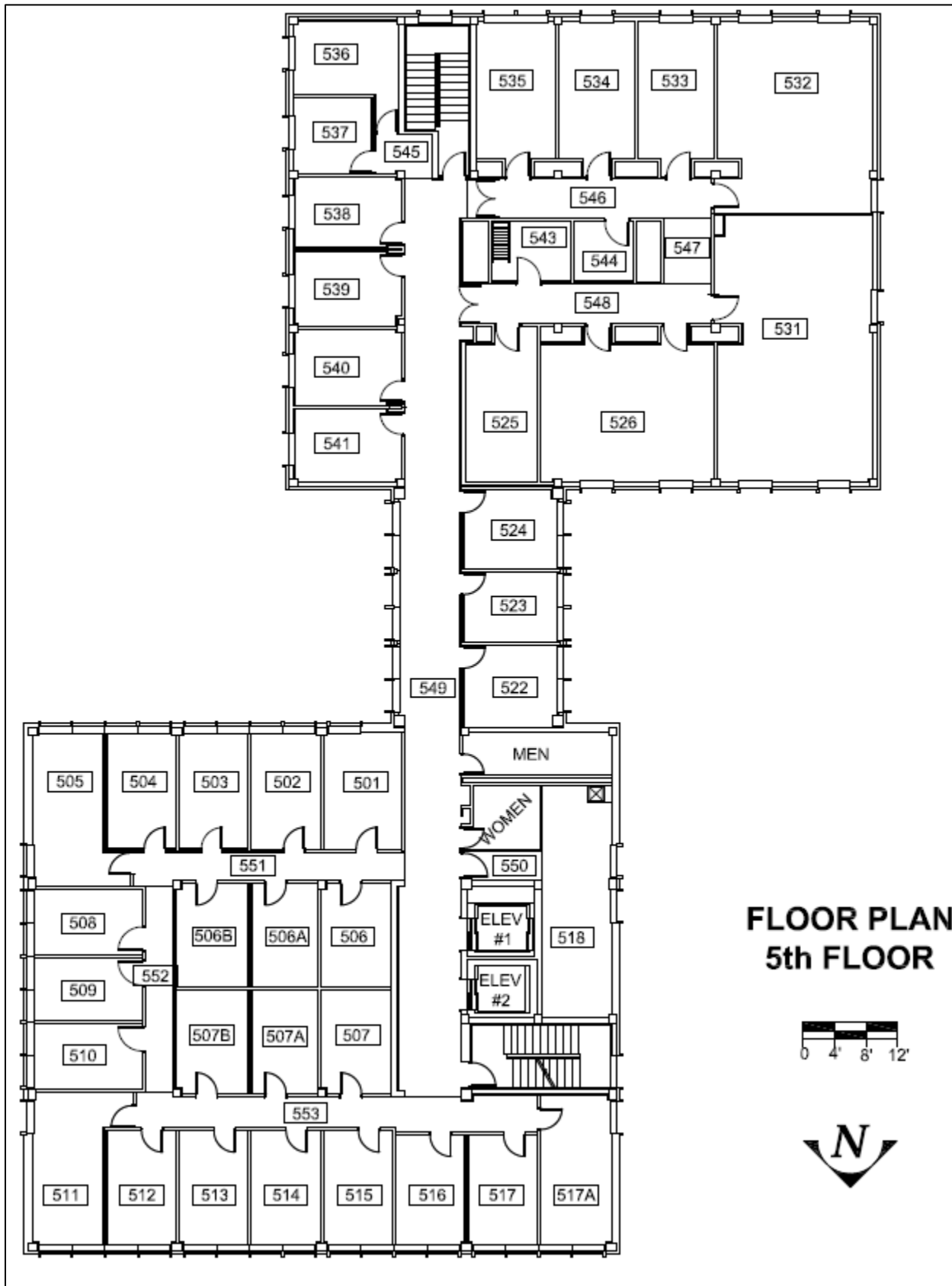
1st Floor Field Office:











INTERIOR SURFACE

CONCRETE

DRYWALL

ST PAUL ANNEX

Room numbers and corridors shown include: 101, 102, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 116 CORR., 117 CORR., 118 CORR., 119 CORR., 120, 121 CORR., 122 CORR., 123 CORR., 124 CORR., 125, 126, 127, 128, 129, 130, 131 CORR., 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, and 130A.

Scale: 0 4' 8' 12'

Attachment 2: Building Information

1. St. Paul Field Office

Location: 1992 Folwell Ave, Falcon Heights, MN 55108

Number of Stories: 5

Building Statistics:

Flooring	Area in Square Feet
Approximate Size of Cleaning Area	33,900
Gross area of VCT floors	6,900
Gross area of LVT	5,200
Gross area of Carpet	14,900
Gross area of Concrete	2,100
Gross area of Terazzo	4,800
Fixtures	Number
Toilet fixtures*	41
Elevators	2

*Fixtures are defined here as washbasins, commodes, and urinals.

2. St. Paul Annex

Location: 1561 Lindig St, St. Paul, MN 55108

Number of Stories: 1

B. Building Statistics:

Flooring	Area in Square Feet
Approximate Size of Cleaning Area	5,200
Gross area of VCT floors	2,400
Gross area of Carpet	1,900
Gross area of Concrete	900
Fixtures	Number
Toilet fixtures*	7
Showers	2

*Fixtures are defined here as washbasins, commodes, and urinals.

"

REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Daniel W. Simms Director	Division of Wage Determinations
	Wage Determination No.: 2015-4945 Revision No.: 32 Date Of Last Revision: 7/30/2026

State: Minnesota, Wisconsin

Area: Minnesota Counties of Anoka, Carver, Chisago, Dakota,
Hennepin, Isanti, Ramsey, Scott,
Washington and Wright

Wisconsin Counties of Pierce and St Croix

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		22.13
01012 - Accounting Clerk II		24.83
01013 - Accounting Clerk III		27.78
01020 - Administrative Assistant		38.48
01035 - Court Reporter		37.37
01041 - Customer Service Representative I		19.43
01042 - Customer Service Representative II		21.20
01043 - Customer Service Representative III		23.79
01051 - Data Entry Operator I		20.41
01052 - Data Entry Operator II		22.27
01060 - Dispatcher, Motor Vehicle		28.64
01070 - Document Preparation Clerk		22.72
01090 - Duplicating Machine Operator		22.72
01111 - General Clerk I		19.16
01112 - General Clerk II		20.91
01113 - General Clerk III		23.46
01120 - Housing Referral Assistant		26.51
01141 - Messenger Courier		22.67
01191 - Order Clerk I		21.82
01192 - Order Clerk II		23.81
01261 - Personnel Assistant (Employment) I		21.90
01262 - Personnel Assistant (Employment) II		24.50
01263 - Personnel Assistant (Employment) III		27.31
01270 - Production Control Clerk		30.06
01290 - Rental Clerk		20.90
01300 - Scheduler, Maintenance		21.23
01311 - Secretary I		21.23
01312 - Secretary II		23.78
01313 - Secretary III		26.51
01320 - Service Order Dispatcher		25.60
01410 - Supply Technician		38.48
01420 - Survey Worker		24.46
01460 - Switchboard Operator/Receptionist		18.27
01531 - Travel Clerk I		20.18
01532 - Travel Clerk II		21.69
01533 - Travel Clerk III		23.56
01611 - Word Processor I		20.44
01612 - Word Processor II		22.94
01613 - Word Processor III		25.66
05000 - Automotive Service Occupations		
05005 - Automobile Body Repairer, Fiberglass		29.91
05010 - Automotive Electrician		28.18
05040 - Automotive Glass Installer		26.99
05070 - Automotive Worker		26.99
05110 - Mobile Equipment Servicer		24.32
05130 - Motor Equipment Metal Mechanic		29.36
05160 - Motor Equipment Metal Worker		26.99
05190 - Motor Vehicle Mechanic		29.36
05220 - Motor Vehicle Mechanic Helper		22.72
05250 - Motor Vehicle Upholstery Worker		25.91
05280 - Motor Vehicle Wrecker		26.99
05310 - Painter, Automotive		28.18
05340 - Radiator Repair Specialist		26.99
05370 - Tire Repairer		21.29

05400 - Transmission Repair Specialist	29.36
07000 - Food Preparation And Service Occupations	
07010 - Baker	20.32
07041 - Cook I	21.55
07042 - Cook II	23.92
07070 - Dishwasher	16.80
07130 - Food Service Worker	17.14
07210 - Meat Cutter	22.43
07260 - Waiter/Waitress	12.71
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	25.83
09040 - Furniture Handler	17.03
09080 - Furniture Refinisher	24.55
09090 - Furniture Refinisher Helper	19.78
09110 - Furniture Repairer, Minor	22.57
09130 - Upholsterer	25.61
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	18.33
11060 - Elevator Operator	19.62
11090 - Gardener	28.21
11122 - Housekeeping Aide	19.62
11150 - Janitor	19.62
11210 - Laborer, Grounds Maintenance	22.67
11240 - Maid or Houseman	18.56
11260 - Pruner	20.86
11270 - Tractor Operator	26.33
11330 - Trail Maintenance Worker	22.67
11360 - Window Cleaner	21.32
12000 - Health Occupations	
12010 - Ambulance Driver	24.03
12011 - Breath Alcohol Technician	28.31
12012 - Certified Occupational Therapist Assistant	31.83
12015 - Certified Physical Therapist Assistant	33.41
12020 - Dental Assistant	34.56
12025 - Dental Hygienist	53.19
12030 - EKG Technician	41.13
12035 - Electroneurodiagnostic Technologist	41.13
12040 - Emergency Medical Technician	24.03
12071 - Licensed Practical Nurse I	25.30
12072 - Licensed Practical Nurse II	28.31
12073 - Licensed Practical Nurse III	31.57
12100 - Medical Assistant	25.28
12130 - Medical Laboratory Technician	31.81
12160 - Medical Record Clerk	26.57
12190 - Medical Record Technician	29.73
12195 - Medical Transcriptionist	25.81
12210 - Nuclear Medicine Technologist	51.63
12221 - Nursing Assistant I	16.77
12222 - Nursing Assistant II	18.86
12223 - Nursing Assistant III	20.58
12224 - Nursing Assistant IV	23.09
12235 - Optical Dispenser	23.75
12236 - Optical Technician	20.09
12250 - Pharmacy Technician	23.64
12280 - Phlebotomist	22.34
12305 - Radiologic Technologist	41.59
12311 - Registered Nurse I	29.71
12312 - Registered Nurse II	36.35
12313 - Registered Nurse II, Specialist	36.35
12314 - Registered Nurse III	43.98
12315 - Registered Nurse III, Anesthetist	43.98
12316 - Registered Nurse IV	52.71
12317 - Scheduler (Drug and Alcohol Testing)	35.07
12320 - Substance Abuse Treatment Counselor	29.22
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	23.42
13012 - Exhibits Specialist II	29.03
13013 - Exhibits Specialist III	35.50
13041 - Illustrator I	25.12
13042 - Illustrator II	31.12
13043 - Illustrator III	38.07
13047 - Librarian	38.85
13050 - Library Aide/Clerk	23.13
13054 - Library Information Technology Systems Administrator	35.08
13058 - Library Technician	24.77
13061 - Media Specialist I	25.31
13062 - Media Specialist II	28.32
13063 - Media Specialist III	31.58
13071 - Photographer I	20.92
13072 - Photographer II	23.40
13073 - Photographer III	28.98
13074 - Photographer IV	35.44
13075 - Photographer V	42.88
13090 - Technical Order Library Clerk	29.03
13110 - Video Teleconference Technician	29.62
14000 - Information Technology Occupations	
14041 - Computer Operator I	24.89
14042 - Computer Operator II	27.84
14043 - Computer Operator III	31.03
14044 - Computer Operator IV	34.49
14045 - Computer Operator V	38.20

14071 - Computer Programmer I	(see 1)	
14072 - Computer Programmer II	(see 1)	
14073 - Computer Programmer III	(see 1)	
14074 - Computer Programmer IV	(see 1)	
14101 - Computer Systems Analyst I	(see 1)	
14102 - Computer Systems Analyst II	(see 1)	
14103 - Computer Systems Analyst III	(see 1)	
14150 - Peripheral Equipment Operator		24.89
14160 - Personal Computer Support Technician		34.49
14170 - System Support Specialist		38.20
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		37.15
15020 - Aircrew Training Devices Instructor (Rated)		44.96
15030 - Air Crew Training Devices Instructor (Pilot)		53.89
15050 - Computer Based Training Specialist / Instructor		37.15
15060 - Educational Technologist		39.05
15070 - Flight Instructor (Pilot)		53.89
15080 - Graphic Artist		31.54
15085 - Maintenance Test Pilot, Fixed, Jet/Prop		53.89
15086 - Maintenance Test Pilot, Rotary Wing		53.89
15088 - Non-Maintenance Test/Co-Pilot		53.89
15090 - Technical Instructor		30.97
15095 - Technical Instructor/Course Developer		37.87
15110 - Test Proctor		25.00
15120 - Tutor		25.00
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		17.94
16030 - Counter Attendant		17.94
16040 - Dry Cleaner		20.50
16070 - Finisher, Flatwork, Machine		17.94
16090 - Presser, Hand		17.94
16110 - Presser, Machine, Drycleaning		17.94
16130 - Presser, Machine, Shirts		17.94
16160 - Presser, Machine, Wearing Apparel, Laundry		17.94
16190 - Sewing Machine Operator		21.36
16220 - Tailor		22.21
16250 - Washer, Machine		18.80
19000 - Machine Tool Operation And Repair Occupations		
19010 - Machine-Tool Operator (Tool Room)		30.83
19040 - Tool And Die Maker		35.98
21000 - Materials Handling And Packing Occupations		
21020 - Forklift Operator		23.91
21030 - Material Coordinator		30.06
21040 - Material Expediter		30.06
21050 - Material Handling Laborer		22.75
21071 - Order Filler		18.25
21080 - Production Line Worker (Food Processing)		23.91
21110 - Shipping Packer		23.27
21130 - Shipping/Receiving Clerk		23.27
21140 - Store Worker I		19.91
21150 - Stock Clerk		25.70
21210 - Tools And Parts Attendant		23.91
21410 - Warehouse Specialist		23.91
23000 - Mechanics And Maintenance And Repair Occupations		
23010 - Aerospace Structural Welder		45.13
23019 - Aircraft Logs and Records Technician		38.21
23021 - Aircraft Mechanic I		43.29
23022 - Aircraft Mechanic II		45.13
23023 - Aircraft Mechanic III		46.84
23040 - Aircraft Mechanic Helper		33.49
23050 - Aircraft, Painter		41.57
23060 - Aircraft Servicer		38.21
23070 - Aircraft Survival Flight Equipment Technician		41.57
23080 - Aircraft Worker		39.82
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I		39.82
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II		43.29
23110 - Appliance Mechanic		29.52
23120 - Bicycle Repairer		25.06
23125 - Cable Splicer		52.69
23130 - Carpenter, Maintenance		35.73
23140 - Carpet Layer		34.60
23160 - Electrician, Maintenance		43.46
23181 - Electronics Technician Maintenance I		35.21
23182 - Electronics Technician Maintenance II		36.76
23183 - Electronics Technician Maintenance III		38.29
23260 - Fabric Worker		33.19
23290 - Fire Alarm System Mechanic		38.76
23310 - Fire Extinguisher Repairer		31.17
23311 - Fuel Distribution System Mechanic		39.87
23312 - Fuel Distribution System Operator		33.04
23370 - General Maintenance Worker		29.07
23380 - Ground Support Equipment Mechanic		43.29
23381 - Ground Support Equipment Servicer		38.21
23382 - Ground Support Equipment Worker		39.82
23391 - Gunsmith I		31.17
23392 - Gunsmith II		34.60
23393 - Gunsmith III		37.61

23410 - Heating, Ventilation And Air-Conditioning Mechanic	37.25
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	38.84
23430 - Heavy Equipment Mechanic	39.08
23440 - Heavy Equipment Operator	40.09
23460 - Instrument Mechanic	34.51
23465 - Laboratory/Shelter Mechanic	36.11
23470 - Laborer	22.75
23510 - Locksmith	29.53
23530 - Machinery Maintenance Mechanic	35.96
23550 - Machinist, Maintenance	29.84
23580 - Maintenance Trades Helper	21.92
23591 - Metrology Technician I	34.51
23592 - Metrology Technician II	35.97
23593 - Metrology Technician III	37.35
23640 - Millwright	38.14
23710 - Office Appliance Repairer	25.30
23760 - Painter, Maintenance	29.44
23790 - Pipefitter, Maintenance	48.86
23810 - Plumber, Maintenance	46.92
23820 - Pneudraulic Systems Mechanic	37.61
23850 - Rigger	42.57
23870 - Scale Mechanic	34.60
23890 - Sheet-Metal Worker, Maintenance	38.64
23910 - Small Engine Mechanic	27.02
23931 - Telecommunications Mechanic I	37.02
23932 - Telecommunications Mechanic II	38.60
23950 - Telephone Lineman	34.82
23960 - Welder, Combination, Maintenance	29.75
23965 - Well Driller	35.72
23970 - Woodcraft Worker	37.61
23980 - Woodworker	31.17
24000 - Personal Needs Occupations	
24550 - Case Manager	23.92
24570 - Child Care Attendant	17.46
24580 - Child Care Center Clerk	21.78
24610 - Chore Aide	18.68
24620 - Family Readiness And Support Services Coordinator	23.92
24630 - Homemaker	23.92
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	36.81
25040 - Sewage Plant Operator	37.10
25070 - Stationary Engineer	36.81
25190 - Ventilation Equipment Tender	28.48
25210 - Water Treatment Plant Operator	37.10
27000 - Protective Service Occupations	
27004 - Alarm Monitor	34.79
27007 - Baggage Inspector	20.88
27008 - Corrections Officer	33.48
27010 - Court Security Officer	26.61
27030 - Detection Dog Handler	23.36
27040 - Detention Officer	33.48
27070 - Firefighter	20.90
27101 - Guard I	20.88
27102 - Guard II	23.36
27131 - Police Officer I	42.07
27132 - Police Officer II	46.73
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	19.46
28042 - Carnival Equipment Repairer	20.85
28043 - Carnival Worker	15.41
28210 - Gate Attendant/Gate Tender	22.49
28310 - Lifeguard	16.58
28350 - Park Attendant (Aide)	25.16
28510 - Recreation Aide/Health Facility Attendant	18.36
28515 - Recreation Specialist	31.16
28630 - Sports Official	20.04
28690 - Swimming Pool Operator	23.14
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	37.91
29020 - Hatch Tender	37.91
29030 - Line Handler	37.91
29041 - Stevedore I	36.38
29042 - Stevedore II	39.58
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO)	(see 2) 50.74
30011 - Air Traffic Control Specialist, Station (HFO)	(see 2) 34.99
30012 - Air Traffic Control Specialist, Terminal (HFO)	(see 2) 38.52
30021 - Archeological Technician I	22.56
30022 - Archeological Technician II	25.24
30023 - Archeological Technician III	31.27
30030 - Cartographic Technician	31.27
30040 - Civil Engineering Technician	38.41
30051 - Cryogenic Technician I	34.63
30052 - Cryogenic Technician II	38.25
30061 - Drafter/CAD Operator I	22.56
30062 - Drafter/CAD Operator II	25.24

30063 - Drafter/CAD Operator III	28.15
30064 - Drafter/CAD Operator IV	34.63
30081 - Engineering Technician I	19.79
30082 - Engineering Technician II	22.20
30083 - Engineering Technician III	24.84
30084 - Engineering Technician IV	30.77
30085 - Engineering Technician V	37.64
30086 - Engineering Technician VI	45.55
30090 - Environmental Technician	32.52
30095 - Evidence Control Specialist	31.27
30210 - Laboratory Technician	30.20
30221 - Latent Fingerprint Technician I	33.80
30222 - Latent Fingerprint Technician II	37.34
30240 - Mathematical Technician	31.27
30361 - Paralegal/Legal Assistant I	24.27
30362 - Paralegal/Legal Assistant II	30.04
30363 - Paralegal/Legal Assistant III	36.76
30364 - Paralegal/Legal Assistant IV	44.48
30375 - Petroleum Supply Specialist	38.25
30390 - Photo-Optics Technician	31.27
30395 - Radiation Control Technician	38.25
30461 - Technical Writer I	30.56
30462 - Technical Writer II	37.38
30463 - Technical Writer III	45.23
30491 - Unexploded Ordnance (UXO) Technician I	32.24
30492 - Unexploded Ordnance (UXO) Technician II	39.01
30493 - Unexploded Ordnance (UXO) Technician III	46.76
30494 - Unexploded (UXO) Safety Escort	32.24
30495 - Unexploded (UXO) Sweep Personnel	32.24
30501 - Weather Forecaster I	34.63
30502 - Weather Forecaster II	42.13
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2) 28.15
30621 - Weather Observer, Senior	(see 2) 31.27
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	39.01
31020 - Bus Aide	20.70
31030 - Bus Driver	27.43
31043 - Driver Courier	22.29
31260 - Parking and Lot Attendant	17.66
31290 - Shuttle Bus Driver	20.33
31310 - Taxi Driver	17.09
31361 - Truckdriver, Light	23.88
31362 - Truckdriver, Medium	25.43
31363 - Truckdriver, Heavy	30.87
31364 - Truckdriver, Tractor-Trailer	30.87
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	19.02
99030 - Cashier	17.19
99050 - Desk Clerk	18.34
99095 - Embalmer	40.34
99130 - Flight Follower	32.24
99251 - Laboratory Animal Caretaker I	22.07
99252 - Laboratory Animal Caretaker II	23.64
99260 - Marketing Analyst	45.41
99310 - Mortician	40.34
99410 - Pest Controller	24.36
99510 - Photofinishing Worker	17.97
99710 - Recycling Laborer	33.66
99711 - Recycling Specialist	39.10
99730 - Refuse Collector	30.97
99810 - Sales Clerk	17.63
99820 - School Crossing Guard	24.71
99830 - Survey Party Chief	44.99
99831 - Surveying Aide	29.87
99832 - Surveying Technician	34.35
99840 - Vending Machine Attendant	23.98
99841 - Vending Machine Repairer	28.51
99842 - Vending Machine Repairer Helper	23.98

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Note: Executive Order 13658 generally applies to contracts subject to the Service Contract Act that were awarded on or between January 1, 2015 and January 29, 2022, and that have not been renewed or extended on or after January 30, 2022. If a contract is subject to Executive Order 13658, the contractor must pay all covered workers at least \$13.65 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract. Additional information on contractor requirements and worker protections under Executive Order 13658 is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$5.55 per hour, up to 40 hours per week, or \$222.00 per week or \$962.00 per month

HEALTH & WELFARE EO 13706: \$5.09 per hour, up to 40 hours per week, or \$203.60 per week, or \$882.27 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor, 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of eleven paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: This wage determination does not apply to any individual employed in a bona fide executive, administrative, or professional capacity, as defined in 29 C.F.R. Part 541. (See 41 C.F.R. 6701(3)). Because most Computer Systems Analysts and Computer Programmers who are paid at least \$27.63 per hour (or at least \$684 per week if paid on a salary or fee basis) likely qualify as exempt computer professionals under 29 U.S.C. 213(a)(1) and 29 U.S.C. 213(a)(17), this wage determination may not include wage rates for all occupations within those job families. In such instances, a conformance will be necessary if there are nonexempt employees in these job families working on the contract.

Job titles vary widely and change quickly in the computer industry, and are not determinative of whether an employee is an exempt computer professional. To be exempt, computer employees who satisfy the compensation requirements must also have a primary duty that consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

Any computer employee who meets the applicable compensation requirements and the above duties test qualifies as an exempt computer professional under both section 13(a)(1) and section 13(a)(17) of the Fair Labor Standards Act. (Field Assistance Bulletin No. 2006-3 (Dec. 14, 2006)). Accordingly, this wage determination will not apply to any exempt computer employee regardless of which of these two exemptions is utilized.

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

** HAZARDOUS PAY DIFFERENTIAL **

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, drying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract

(either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS ****

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

**** REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE, Standard Form 1444 (SF-1444) ****

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order the proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.
- 6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1))."