

Attachment "A" – Ancillary Services / SIN 361-30

SPECIAL ITEM NUMBER (SIN) 361 30 - ANCILLARY SERVICES

RELATED TO PRE-ENGINEERED/PREFABRICATED BUILDINGS AND STRUCTURES, including services relating to and ordered in conjunction with products purchased under the supply schedule contract, such as, field assembly, training, consultation and design assistance.

EXCLUDES Construction as defined by FAR 2.101; Architectural Engineering Services (A&E) under the Brooks Architect-Engineers Act as stated in Federal Regulation (FAR) Part 36; and services applicable to the Service Contract Act.

The principal purpose of the Pre-Engineered/Prefabricated Buildings program under Schedule 56 is for the purchase of products meeting the general description of the Special Item Numbers (SIN) within the program. Ancillary services may only be ordered in conjunction with or in support of products purchased under this Federal Supply Schedule contract.

Ancillary Service **excludes**:

- Construction (construction is defined as alteration, or repair of buildings, structures, or other real property)
- Architectural Engineering Services (A&E) under the Brooks Architect-Engineers Act as stated in Federal Acquisition Regulation (FAR) Part 36. These services shall be ordered only in accordance with Part 36 and agency procedures, and shall not be included on a GSA contract order as an open market item.
- Personal services.
- Stand-alone services applicable to the Service Contract Act (SCA)

The ordering agency is responsible for defining and issuing the statement of work for ancillary services. Accurate definition of the scope and statement of work is essential to facilitate realistic quotations. The statement of work shall also inform the contractor of any applicable insurance requirements.

- Ordering agencies will obtain pricing information from the schedule contractors, and will negotiate for ancillary services on an order by order basis, based on complexity and level of effort. Ancillary services shall be priced as separate line items on each order. Only fixed priced quotations will be accepted.
- Pricing of services has been determined fair and reasonable by GSA. However, ordering agencies shall make a determination that the price is fair and reasonable and offers the best value to the Government, based on the negotiated amount for the level of effort involved in the requirement.
- Ordering agencies will comply with all appropriation laws and ensure that the correct types of funds are obligated on each order.

Contractor quotations shall specifically detail all products with the contract price and provide a single price for services. Sales of ancillary services shall not be combined or reported with the product SIN.

The GSA contractor may subcontract any ancillary services ordered under this SIN, unless specifically prohibited by the ordering contracting officer. The GSA contractor shall be responsible, accountable and liable for all work performed by any subcontractor and shall honor all warranties. Compliance with all agency, local, state, and Federal laws, regulations, and ordinances is the responsibility of the GSA prime contractor. All orders and payments must be placed with the prime contractor.

Reference FAR 8.4 for an explanation of ordering procedures used when purchasing through a Multiple Award Schedule contract.