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To: [List NIH1102-L](#)
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Subject: Workform Update
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The workforms have been updated to incorporate the changes required by FAC 2005-85, 86 & 87. The updated files are dated 03/31/2016 and can be found on the NIH OAMP website at <http://oamp.od.nih.gov/DGS/DGS-workform-information/handbook-files>. The Document Generation System (DGS) can be accessed at: <http://oamp.od.nih.gov/DGS>. The following is an explanation of the changes made to each workform. FAR Clause 52.213-4, Terms and Conditions-Simplified Acquisitions (Other Than Commercial Items) (March 2016), is updated through FAC 2005-87 and is located at: <http://oamp.od.nih.gov/DGS/additional-workform-information/simplified-acquisition-clauses-attachments>.

PLEASE NOTE: The email address for the DGS Helpdesk has changed. Please send your system questions to: DGSHelp@maximus.com.

The following is an explanation of the changes made to each workform.

I. CONTRACT

II. RFP

III. SECTION K (NIH Representations & Certifications)

(https://oamp.od.nih.gov/sites/default/files/DGS/contracting-forms/sectionk_508.pdf)

IV. Individual Representations and Certifications

NOTE: These files may be accessed from the OAMP Website under DGS/Contracting Forms at: (<http://oamp.od.nih.gov/DGS/reference-material-prospective-offerors-and-contractors/contracting-forms>) and are only used in the rare instance where an offeror is exempt from the SAM.

V. COMMERCIAL ITEMS CLAUSES (FAR Clauses 52.212-1 through 52.212-5)

NOTE: These files may be accessed from the OAMP Website under DGS/Contracting Forms at: <http://oamp.od.nih.gov/DGS/additional-workform-information/commercial->

EXPLANATION OF CHANGES MADE TO THE CONTRACT:

1. Items 375-391, Pages 205-252, Section I.1. – General Clauses,
Update **FAR 52.222-37 Employment Reports on Veterans** to (Feb 2016).
Update **FAR 52.244-6 Subcontracts for Commercial Items** to (Feb 2016).
Update **FAR 52.222-19 Child Labor – Cooperation with Authorities and Remedies** to (Feb 2016).
2. Item 413, Page 311-, Section I.2.u. FAR Clause 52.225-5 Trade Agreements, is updated to (Feb 2016), in accordance with Item III of FAC 2005-86.
3. Items 610 & 611, Page 310-316, Section I.4.14. & 15. FAR Clause 52.225-11 Buy American – Construction Materials Under Trade Agreements, is updated to (Feb 2016), in accordance with Item III of FAC 2005-86.
4. Item 613-614, Page 320-327, Section I.4.17. & 18. FAR Clause 52.225-23, Required Use of American Iron, Steel, and Manufactured Goods--Buy American Statute-- Construction Materials Under Trade Agreements, is updated to (Feb 2016), in accordance with Item III of FAC 2005-86.

EXPLANATION OF CHANGES MADE TO THE RFP:

1. Item 341, Page 199, Section I.2.p. FAR Clause 52.225-5 Trade Agreements, is updated to (Feb 2016), in accordance with Item III of FAC 2005-86.
2. Items 533 & 534, Pages 254 & 262, Section I.4.14. & 15. FAR Clause 52.225-11 Buy American – Construction Materials Under Trade Agreements, is updated to (Feb 2016), in accordance with Item III of FAC 2005-86.
3. Items 536 & 537, Pages 267-274, Section I.4.17. & 18. FAR Clause 52.225-23, Required Use of American Iron, Steel, and Manufactured Goods--Buy American Statute-- Construction Materials Under Trade Agreements, is updated to (Feb 2016), in accordance with Item III of FAC 2005-86.

EXPLANATION OF CHANGES MADE TO THE SECTION K (NIH Representations & Certifications)

- Update FAR Provision **52.204-8 Annual Representations and Certifications** to (February 2016), in accordance with Item I of FAC 2005-85 & Item IV of FAC 2005-86.

EXPLANATION OF CHANGES MADE TO THE COMMERCIAL ITEMS CLAUSES:

FAR Clause **52.212-3, Offeror Representations and Certifications – Commercial Items**, has been updated to (March 2016), in accordance with Item I of FAC 2005-85 and Item II of FAC 2005-87.

- Add paragraph (p) Ownership or Control of Offeror
- Add paragraph (q) Representation by Corporations Regarding Tax Liability or a Felony Conviction under any Federal Law.

FAR Clause **52.212-5, Contract Terms and Conditions Required to Implement Statutes or Executive Orders-Commercial Items**, has been updated to (March 2016). The following changes are in accordance with FAC 2005-85, 86 and 87.

- Revise paragraphs (b)(26)(31)(43), to (Feb 2016).
- Revise paragraph (e) (viii), to (Feb 2016)
- Alternate II is updated to (March 2016)

Thank you,

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Please note new DGS Helpdesk address: DGSHelp@maximus.com