**Contractor Team Arrangements**

Federal Supply Schedule contractors may use "Contractor Team Arrangements" to provide solutions when responding to an ordering activities' requirement. MAS vendors themselves can formulate such arrangements and offer such a solution to an ordering activity. GSA is not required to approve such actions. The only requirement is that all participants in such a teaming arrangement be Schedule contractors.

When using a Team Arrangement under the Federal Supply Schedule Program, just as any other order, it is considered to be a competitive procedure (FAR 6.102(d)(3)). In fact, the use of Team Arrangements may increase competition among the Schedule contractors and offer additional opportunities to contractors that would not be able to handle some of these requirements on their own.

The following are some basic points if you are contacted by an ordering activity interested in a Team Arrangement:

- Team Arrangements are permitted when using Federal Supply Schedules.
- All participants of the Team Arrangement must have a Federal Supply Schedule contract.
- Schedule contractors may incorporate the Team Arrangement into a BPA.
- Ordering activities should follow FAR 9.6 when using Team Arrangements.
- Ordering activities must still follow FAR 8.4 and make a Best Value selection.
- All terms and conditions of the existing Federal Supply Schedule contracts still apply (such as reporting 72A sales, price increases, warranties, etc.). This also holds true under a BPA. The BPA should address the details, arrangements or administration of the Team Arrangements. However, all terms and conditions of the existing Federal Supply Schedule contract cannot be changed/modified under this agreement (except as modified by the Schedule contract Contracting Officer).

An ordering activity may feel that specific details need to be addressed in a Team Arrangement proposal. Conditions such as the requirement, evaluation criteria, technical determinations, pricing comparisons, etc., can affect the level of detail needed in the Team Arrangement proposal. For example:

A Team Arrangement solution may result in the combination of multiple vendors providing items/products/services that are currently under Federal Supply Schedule contracts. The Team Arrangement proposed solution may then be presented to the ordering activity as one overall price. Yet, the ordering activity may feel it is not advantageous to make a "best value" selection based on one "overall solution price." The ordering activity may determine lacking a price for the individual elements (/products/services) for the "solution" precludes a direct comparison with Schedule prices or other Team Arrangement proposals. In this case, an ordering activity could request Team Arrangement proposals to identify each Schedule item and the price of each individual element (item/product/service) included in the proposed solution.
Depending on the agency, the ordering activity may want to make arrangements to have contact with just one contractor, or all contractors - it's up to the individual ordering activity.

Of course, there are many situations that may come up between the ordering activity and the vendors using a Team Arrangement. [Click Here](#) for basic guidelines using Contractor Team Arrangements.

**Economic Price Adjustments (EPA)**

This clause allows contractors to increase/decrease prices in accordance with their commercial practice. Requests for price decreases may be submitted at anytime during the contract period. However, contractors can only request price increases to be effective on or after the first twelve months of the contract period, provided that all of the following conditions are met:

- the increase results from a reissue or other modification of the contractor's commercial catalog or pricelist that was used as the basis for the contract award;
- no more than three increases will be considered during each succeeding twelve-month period of the contract;
- at least 30 days have elapsed between requested increases; and
- the increase has been requested before the last 60 days of the contract period.

The following material is to be submitted with the request for a price increase:

- a copy of the contractor's commercial catalog/pricelist showing the price increase and the effective date for commercial customers;
- an updated Commercial Sales Practice (CSP) format regarding the contractor's commercial pricing practice relating to the reissued or modified catalog/pricelist, or a certification that no change has occurred in the data since completion of the initial negotiation or a subsequent submission;
- documentation supporting the reasonableness of the price increase. The Government reserves the right to accept the contractor's request for a price increase; negotiate more favorable discounts; or remove the products from the contract.

**Incidental Items**

For administrative convenience, non-contract items may be added to the Federal Supply Schedule BPA or the individual task order if the items are clearly labeled as such, applicable acquisition regulations have been followed, and price reasonableness has been determined for the items.

**Industrial Funding Fee (IFF)**

FSS's industrial funding plan was developed by working closely with industry and customer agencies. The IFF is a fee paid by customers to fund the cost of operating the Schedules program. Customer agencies pay this fee when they purchase items from a Federal Supply Schedule contractor with a contract containing industrial funding provisions. The fee is included in the price of the item and is not a separate line item; therefore, the award prices or discounts that appear in contractors' pricelists already include the fee.