

**SUPPORTING STATEMENT  
FOR INFORMATION COLLECTION SUBMISSION  
9000-0062, MATERIAL AND WORKMANSHIP**

**A. Justification.**

1. **Administrative requirements.** Under Federal contracts requiring that equipment (*e.g.*, pumps, fans, generators, chillers, etc.) be installed in a project, the Government must determine that the equipment meets the contract requirements. Therefore, the contractor must submit sufficient data on the particular equipment to allow the Government to analyze the item, in accordance with the FAR clause at 52.236-5.
2. **Uses of information.** The Government uses the submitted data to determine whether or not the equipment meets the contract requirements in the categories of performance, construction, and durability. This data is placed in the contract file and used during the inspection of the equipment when it arrives on the project and when it is made operable.
3. **Consideration of information technology.** We use improved information technology to the maximum extent practicable. Where both the Government agency and contractors are capable of electronic interchange, the contractors may submit this information collection requirement electronically.
4. **Efforts to identify duplication.** This requirement is being issued under the Federal Acquisition Regulation (FAR) which has been developed to standardize Federal procurement practices and eliminate unnecessary duplication.
5. **If the collection of information impacts small businesses or other entities, describe methods used to minimize burden.** The burden applied to small businesses is the minimum consistent with applicable laws, executive orders, regulations, and prudent business practices.
6. **Describe consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently.** Collection of information on a basis other than solicitation-by-solicitation is not practical.
7. **Special circumstances for collection.** Collection is consistent with guidelines in 5 CFR 1320.6.

**8. Efforts to consult with persons outside the agency.** Under the procedures established for development of the FAR, agency and public comments were solicited. A notice was published in the *Federal Register* at 76 FR 76975, on December 9, 2011. No comments were received.

**9. Explanation of any decision to provide any payment or gift to respondents, other than remuneration of contractors or guarantees.** Not applicable.

**10. Describe assurance of confidentiality provided to respondents.** This information is disclosed only to the extent consistent with prudent business practices and current regulations.

**11. Additional justification for questions of a sensitive nature.** No sensitive questions are involved.

**12 & 13. Estimated total annual public hour and cost burden,** Time required to read and prepare information is estimated at 1.5 minutes per completion.

GSA Public Building Service management specialists indicate that there is no centralized database system that maintains statistics on the number of contractors that supply the Government with information regarding the machinery, mechanical and other equipment to be incorporated into the work under construction contracts. They estimate that 3,160 contractors a year submit the required information. GSA estimates that it takes approximately 1.5 hours for each contractor to read and prepare the information needed for the material and workmanship descriptions.

Annual Public Burden and Cost

Estimated respondents/yr.....	3,160
Responses annually.....x	<u>2.0</u>
Total annual responses.....	6,320
Estimated hrs/response.....x	<u>.25</u>
Estimated total burden/hrs.....	1,580
Cost per hour.....x	<u>\$28</u>
Benefits and overhead.....+	<u>75%</u>
Estimated cost to public.....	\$77,420

\* OPM 2012 salary table for GS-9, step 5, equivalent.

14. **Estimated cost to the Government.** Time required for Governmentwide review is estimated at 1 hour per response.

Annual Reporting Burden and Cost

Reviewing time/hr.....		1
Responses/yr.....	x	<u>6,320</u>
Review time/yr.....		6,320
Average wages/hr.....	x	<u>\$28</u>
Average wages/yr.....		\$176,960
Benefits and overhead.....	+	<u>100%</u>
Total Government cost.....		\$353,920

\* OPM 2012 salary table for GS-9, step 5, equivalent.

15. **Explain reasons for program changes or adjustments reported in Item 13 or 14.** This submission requests an extension of OMB approval of an information collection requirement in the FAR. The information collection requirement at FAR clause 52.236-5 remains unchanged.

16. **Outline plans for published results of information collections.** Results will not be tabulated or published.

17. **Approval not to display expiration date.** Not applicable.

18. **Explanation of exception to certification statement.** Not applicable.

**B. Collections of Information Employing Statistical Methods.**

Statistical methods are not used in this information collection.