
As prescribed in 3427.471, insert the following clause in all solicitations and contracts:

**Paperwork Reduction Act (AUG 1987)**

(a) The Paperwork Reduction Act of 1980 (Pub. L. 96–511) applies to contractors that collect information for use or disclosure by the Federal Government.

If the contractor will collect information requiring answers to identical questions from 10 or more people then no plan, questionnaire, interview guide, or other similar device for collecting information may be used without first obtaining clearance from the Deputy Under Secretary for Management (DUSM) or his/her delegate within the Department of Education (ED) and the Office of Management and Budget (OMB). Contractors and Contracting Officers' Technical Representatives shall be guided by the provisions of 5 CFR part 1320, Controlling Paperwork Burdens on the Public, and seek the advice of the Department's Paperwork Clearance Officer to determine the procedures for acquiring DUSM and OMB clearance.

(b) The contractor shall obtain the required DUSM and OMB clearance through the Contracting Officer's Technical Representative before expending any funds or making public contacts for the collection of information described in paragraph (a) of this clause. The authority to expend funds and proceed with the collection shall be in writing by the contracting officer. The contractor must plan at least 120 days for DUSM and OMB clearance. Excessive delay caused by the Government which arises out of causes beyond the control and without the fault or negligence of the contractor will be considered in accordance with the Excusable Delays or Default clause of this contract.

3452.228–70 Required insurance.

As prescribed in 3428.370, insert the following clause in all solicitations and resultant cost-reimbursement contracts:

**Required Insurance (AUG 1987)**

(a) The contractor shall procure and maintain such insurance as required by law or regulation, including but not limited to the requirements of FAR subpart 28.3 or by the written direction of the contracting officer. Prior written approval of the contracting officer shall be required with respect to any insurance policy the premiums for which the contractor proposes to treat as a direct cost under this contract and with respect to any proposed qualified program of self-insurance. The terms of any other insurance policy shall be submitted to the contracting officer for approval upon request.

(b) Unless otherwise authorized in writing by the contracting officer, the contractor shall not procure or maintain for its own protection any insurance covering loss or destruction of or damage to Government property.

3452.232–70 Prohibition against the use of ED funds to influence legislation or appropriations.

The following clause is to be used in accordance with 3432.770:

**Prohibition Against the Use of ED Funds to Influence Legislation or Appropriations (APR 1987)**

No part of any funds under this contract shall be used to pay the salary and expenses of any contractor, or agency acting for the contractor, to engage in any activity designed to influence legislation or appropriations pending before the Congress.

3452.232–71 Incremental funding.

As prescribed in 3452.771, insert the following provision in solicitations:

**Incremental Funding (AUG 1987)**

(a) Sufficient funds are not presently available to cover the total cost of the complete project described in this solicitation. However, it is the Government's intention to negotiate and award a contract using the incremental funding concepts described in the clause titled "Limitation of Funds" in FAR 52.232–22. Under that clause, which will be included in the resultant contract, initial
funds will be obligated under the contract to
cover an estimated base performance period.
Additional funds are intended to be allotted
to the contract by contract modification, up
to and including the full estimated cost of
the entire period of performance. This intent
notwithstanding, the Government will not be
obligated to reimburse the contractor for
costs incurred in excess of the periodic allot-
ments, nor will the contractor be obligated
to perform in excess of the amount allotted.
(b) The Limitation of Cost clause in FAR 52.232-20 shall supersede the Limitation of Funds clause in the event the contract be-
comes fully funded.

(End of provision)

3452.232-72 Method of payment.

As prescribed in 3432.170, insert the
following clause in all solicitations and
contracts:

METHOD OF PAYMENT (AUG 1987)

(a) Payments under this contract will be
made either by check or by wire transfer
through the Treasury Financial Communica-
tions System at the option of the Govern-
ment.
(b) The contractor shall forward the fol-
lowing information in writing to (designated
payment party) not later than seven days
after receipt of notice of award.
(i) Name, address, and telegraphic abbre-
viation of the receiving financial institu-
tion.
(ii) Receiving financial institution’s nine-
digit American Bankers Association (ABA)
identiﬁcation number for routing transfer of
funds. (Provide this number only if the re-
ceiving financial institution has access to
the Federal Reserve Communications Sys-
tem.)
(iii) Recipient’s name and account number
at the receiving financial institution to be
credited with the funds.
(iv) If the receiving financial institution
does not have access to the Federal Reserve
Communications System, provide the name
of the correspondent ﬁnancial institution
through which the receiving ﬁnancial institu-
tion receives electronic funds transfer
messages. If a correspondent ﬁnancial insti-
tution is speciﬁed, also provide the address
and telegraphic abbreviation of that institu-
tion and its nine-digit ABA identifying num-
ber for routing transfer of funds.
(c) Any changes to the information fur-
ished under paragraph (b) of this clause
shall be furnished to (designated payment of-
ﬁce) in writing at least 30 days before the ef-
fective date of the change. It is the contrac-
tor’s responsibility to furnish these changes
promptly to avoid payments to erroneous ad-
dresses or bank accounts.
(d) The document furnishing the informa-
tion required in paragraphs (b) and (c) must
be dated and contain the signature, title, and
telephone number of the contractor’s ofﬁcial
authorized to provide it, as well as the con-
tactor’s name and contract number.

(End of clause)

3452.237-71 Services of consultants.

As prescribed in 3437.271, insert the
following clause in all solicitations and
contracts for consulting services:

IDENTIFICATION OF REPORTS UNDER
CONSULTING SERVICE CONTRACTS (AUG 1987)

The contractor shall set forth on the cover
of every report submitted pursuant to this
contract the following information:
(a) Name and business address of the con-
tractor; (b) contract number; (c) contract
dollar amount; (d) whether the contract was
competitively or noncompetitively awarded;
(e) name of the Contracting Ofﬁcer’s Tech-
nical Representative and complete ofﬁce
identiﬁcation and address; and (f) names of
the managerial and professional personnel
responsible for the content and preparation
of the report.

(End of clause)