



**DEPARTMENT OF DEFENSE**

**GENERAL SERVICES ADMINISTRATION**

**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION**

[OMB Control No. 9000-0157]

[Docket 2017-0053; Sequence 6]

**Submission for OMB Review; Architect-Engineer Qualifications  
(Standard Form 330)**

**AGENCIES:** Department of Defense (DOD), General Services Administration (GSA), and National Aeronautics and Space Administration (NASA).

**ACTION:** Notice of request for public comments regarding an extension to an existing OMB clearance.

**SUMMARY:** Under the provisions of the Paperwork Reduction Act, the Regulatory Secretariat Division (MVCB) will be submitting to the Office of Management and Budget (OMB) a request to review and approve an extension of a previously approved information collection requirement for the Architect-Engineer Qualifications form, SF 330. A notice was published in the *Federal Register* on April 12, 2017. No comments were received.

**DATES:** Submit comments on or before **[INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*.]**

**ADDRESSES:** Submit comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Office

of Information and Regulatory Affairs of OMB, Attention:  
Desk Officer for GSA, Room 10236, NEOB, Washington, DC  
20503. Additionally submit a copy to GSA by any of the  
following methods:

- Regulations.gov: <http://www.regulations.gov>.

Submit comments via the Federal eRulemaking portal by  
searching the OMB control number 9000-0157. Select the  
link "Comment Now" that corresponds with "Information  
Collection 9000-0157, SF 330." Follow the instructions  
provided on the screen. Please include your name,  
company name (if any), and "Information Collection 9000-  
0157, SF 330," on your attached document.

- Mail: General Services Administration,  
Regulatory Secretariat Division (MVCB), 1800 F Street,  
NW, Washington, DC 20405. ATTN: Mr. Poe/IC 9000-0157.

Instructions: Comments received generally will be posted  
without change to <http://www.regulations.gov>, including any  
personal and/or business confidential information provided.  
To confirm receipt of your comment(s), please  
check [www.regulations.gov](http://www.regulations.gov), approximately two to three days  
after submission to verify posting (except allow  
30 days for posting of comments submitted by mail).

**FOR FURTHER INFORMATION CONTACT:** Mr. Curtis E. Glover Sr.  
Procurement Analyst, Contract Policy Division, GSA,

at 202-501-1448, or email *curtis.glover@gsa.gov*.

**SUPPLEMENTARY INFORMATION:**

**A. Purpose**

Federal agencies use the Standard Form (SF) 330 to obtain information from architect-engineer (A-E) firms about their professional qualifications. Federal agencies select firms for A-E contracts on the basis of professional qualifications as required by 40 U.S.C. Chapter 11, Selection of Architects Engineers, and Part 36 of the Federal Acquisition Regulation (FAR).

SF 330, Part I is used by all executive agencies to obtain information from architect-engineer firms interested in a particular project. The information on the form is reviewed by a selection panel to assist in the selection of the most qualified architect-engineer firm to perform the specific project. The form is designed to provide a uniform method for architect-engineer firms to submit information on experience, personnel, and capabilities of the architect-engineer firm to perform, along with information on the consultants they expect to collaborate with on the specific project.

SF 330, Part II is used by all executive agencies to obtain general uniform information about a firm's experience in architect-engineering projects. Architect-

engineer firms are encouraged to update the form annually. The information obtained on this form is used to determine if a firm should be solicited for architect-engineer projects.

The number of new Architectural Services contracts (NAICS code 541310) awarded in FPDS-NG for FY 2016 was 3,256. The public burden hours have been reduced due to the reduction in the number of new Architectural Services contracts awarded in FY 2016 listed in FPDS-NG.

**B. Annual Reporting Burden**

Respondents: 3,256.

Responses Per Respondent: 4.

Total Responses: 13,024.

Hours Per Response: 29.

Total Burden Hours: 377,696.

**C. Public Comments**

Public comments are particularly invited on: Whether this collection of information is necessary for the proper performance of functions of the FAR, and whether it will have practical utility; whether our estimate of the public burden of this collection of information is accurate, and based on valid assumptions and methodology; ways to enhance the quality, utility, and clarity of the information to be collected; and ways in which we can minimize the burden of

the collection of information on those who are to respond, through the use of appropriate technological collection techniques or other forms of information technology.

**OBTAINING COPIES OF PROPOSALS:** Requesters may obtain a copy of the information collection documents from the General Services Administration, Regulatory Secretariat Division (MVCB), 1800 F Street, NW, Washington, DC 20405. Please cite OMB Control No. 9000-0157, Architect-Engineer Qualifications, SF 330, in all correspondence.

Dated: 09/28/2017

Lorin S. Curit,  
Director,  
Federal Acquisition Policy Division,  
Office of Governmentwide Acquisition Policy,  
Office of Acquisition Policy,  
Office of Governmentwide Policy.

**[BILLING CODE 6820-EP]**

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