



★ YOUR TEAM FOR WINNING FEDERAL CONTRACTS

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WILKINSON NAMED AS NEW GSA CHIEF ACQUISITION OFFICER

On March 5, 2007, the General Services Administration named Ms. Molly Wilkinson as its new Chief Acquisition Officer (CAO). Ms. Wilkinson replaces Ms. Emily Murphy, who left the agency earlier in the year. As the new CAO, Ms. Wilkinson will lead her office in its responsibilities to create and review acquisition policies and training programs for the GSA as well

as other various agencies' federal acquisition professionals.

Ms. Wilkinson comes to the GSA from the Labor Department (DOL), where she was the associate deputy secretary for management. Prior to her time at DOL, Ms. Wilkinson was at the Department of the Defense.

GLOBAL SERVICES TEAMS UP WITH THE ASBC TO MAKE FOSE 2007 A SUCCESS FOR SMALL BUSINESS

This year's FOSE exhibition featured an exciting new addition- the American Small Business Coalition's Small Business Pavilion, the largest display at the event, highlighting the contributions of small business to federal government technology procurement.

Global Services was an active participant in this innovative project, sponsoring the special FOSE Washington Breakfast Club. This event was moderated by former Ambassador L. Paul Bremer III and featured a prestigious discussion panel consisting of Mr. Everett Jordan, Director of the National Virtual Translation Center (NVTC), Dr. Melissa Holland, PhD,

Multilingual Research Team, U.S. Army Research Lab, and Mr. Kevin Hendzel, Director of Language Services, ASET International Services Corporation.

In addition, Global Services' President Courtney Fairchild was among the small business owners and executives participating in a roundtable to discuss today's issues in government procurement as they relate to small business concerns, and Marketing Manager Elizabeth Murray Beimers was Co-Chair of the 2007 VIP Awards Reception held at the City Club of Washington, DC.

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NEW SMALL BUSINESS CERTIFICATION REQUIREMENTS FOR ALL EXISTING CONTRACTS INCLUDING GSA SCHEDULES TO TAKE EFFECT JUNE 30TH, 2007

The SBA has responded to calls to protect the small business community from allegations that certified large businesses were receiving small business set-asides and intends to prevent future potential abuses of the set-aside program in the future.

To that end, as of June 30th, a small business must change the way it certifies its small business status for all federal government contracts - including contracts you hold right now and those you intend to bid, including **your GSA Schedules**.

According to *Federal Computer Week*, "Under the new rule, a small business must recertify its size status or inform a procuring agency if it is no longer a small business, and it must do so within 30 days of a contract's approval or within 30 days of a finalized merger or acquisition. For

long-term contracts of at least five years, companies must recertify their status within 120 days before the end of the fifth year of the contract, and after that, within 120 days before any contract option is exercised. The new rule affects long-term contracts such as GSA schedule contracts, government-wide acquisition contracts and multiple agency contracts."

Are you up to speed on how this will affect your GSA Schedule contract and other contract vehicles you hold as well as all business you plan to pursue in the future? Contact Global Services today for more information about how these changes might affect your small business and ensure your compliance with the new regulations.

JUNE 7TH

Our next GSA Post-Award Training Seminar:

"STAYING COMPLIANT AND MAKING YOUR GSA CONTRACT WORK"

Please visit our [website](#) for registration information.

JACKSON LEWIS LLP — GUEST ARTICLE

Issue: Growth in the number of employees is the sign of a healthy company. But, as you grow, your legal responsibilities under federal law grow as well. Here is a partial list of the federal laws that impose obligations on companies experiencing growth (the thresholds below generally include part-time employees as well):

- At 15 employees:
 - Title VII of the Civil Rights Act of 1964 (Potential *federal liability* for claims of discrimination due to race, color, national origin, religion, sex, or pregnancy.)
 - Americans with Disabilities Act of 1990 ("ADA") (Prohibits discrimination and *requires* accommodation for individuals with disabilities.)
- At 20 employees:
 - Age Discrimination in Employment Act ("ADEA") including Older Workers

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Benefit Protection Act ("OWBPA") (Prohibits discrimination, including regarding benefits, against older employees and contains specific requirements for layoffs.)

- Consolidated Omnibus Budget Reconciliation Act of 1985 ("COBRA") (Continued health plan coverage requirements, including *after* employee termination.)
- At 50 employees:
 - The Family and Medical Leave Act ("FMLA") (Employers *must* provide eligible employees with up to 12 weeks of unpaid, *job-protected* leave annually for family and medical reasons and additional administrative obligations.)
 - The Mental Health Parity Act of 1996 ("MHPA") (Strict policy rules regarding mental health coverage benefits.)
 - Affirmative Action Program ("AAP") obligations for government contractors under:
 - The Equal Employment Opportunity Act of 1972 (Stricter EEO reporting requirements)
 - A comprehensive *written* AAP policy may be required under Executive Order 11246, the Rehabilitation Act of 1973, Section 503, and/or the Vietnam Era Veteran Readjustment Assistance Act.

Bottom line: With growth comes increased obligations and potential exposure. You need to ensure your procedures and policies are in line with your growing legal obligations to protect your company from liability.

Questions? Please call or e-mail John M. Remy at Jackson Lewis LLP. (703) 821-2189 or remyj@jacksonlewis.com. With 28 offices throughout the U.S. and 400 attorneys, Jackson Lewis is one of the largest law firms dedicated exclusively to representing management in workplace law and related litigation. This article is provided for informational purposes only. It is not intended as legal advice nor does it create an attorney/client relationship between Jackson Lewis LLP and any readers or recipients. Readers should consult counsel to discuss how these matters relate to their individual circumstances.

SPECIAL CONTRACTOR EVENTS —

INFORMATIVE AND EDUCATIONAL OPPORTUNITIES

April 27, 2007: Washington, DC Chapter of SCORE presents "Business Development in the Federal Sector." This course is from 9:00 AM to Noon. Please contact SCORE at www.scoredc.org or 202-606-4000 x 287.

May 11, 2007: Washington, DC Chapter of SCORE presents "GSA Schedules 101." This course is from 9:00 AM to Noon. Please contact SCORE at www.scoredc.org or 202-606-4000 x 287.

June 7, 2007: Global Services presents our GSA Post-Award Training Seminar: "Staying Compliant and Making Your GSA Contract Work" This course is from 9:00 AM to 12:30 PM and will be held in our offices at 1401 14th, Street, NW, Third Floor, Washington, DC, 20005. Please [click here](#) to register or call 202-234-8933. Space is extremely limited, so register today.

June 8, 2007: Washington, DC Chapter of SCORE "Preparing a Winning Federal Proposal." This course is from 9:00 AM to Noon. Please contact SCORE at www.scoredc.org or 202-606-4000 x 287.