

an ISR, the electronic equivalent of the Standard Form (SF) 294, Subcontracting Report for Individual Contracts. Contracts that are not reported in the Federal Procurement Data System (FPDS) in accordance with FAR 4.606(c)(5) do not submit ISRs in eSRS; they will continue to use the SF 294 to submit the information to the agency.

4. *Written explanation for not using a small business subcontractor as specified in the proposal or subcontracting plan.* Section 1322 of the Small Business Jobs Act of 2010 (Jobs Act), Public Law 111–240, amends the Small Business Act (15 U.S.C. 637(d)(6)) to require as part of a subcontracting plan that a prime contractor make good faith effort to utilize a small business subcontractor during performance of a contract to the same degree the prime contractor relied on the small business in preparing and submitting its bid or proposal. If a prime contractor does not utilize a small business subcontractor as described above, the prime contractor is required to explain, in writing, to the contracting officer the reasons why it is unable to do so.

### C. Annual Reporting Burden

#### 1. Subcontracting plan.

Subcontracting plans are provided on a contract-by-contract basis for individual subcontracting plans. Individual subcontracting plans cover the entire contract period, including options. Commercial plans are provided on an entity basis and cover the fiscal year of the contractor. The time required for development of the plan (including commercial and individual plans) is estimated as follows:

*Respondents:* 4,350.

*Responses per Respondent:* 1.

*Total Annual Responses:* 4,350.

*Hours per Response:* 5.

*Total Burden Hours:* 21,750.

#### 2. Summary Subcontract Report

(SSR). SSRs are submitted annually for all types of subcontracting plans. One SSR is submitted for each commercial subcontracting plan. For individual subcontracting plans, an SSR is required for every agency that funds work under the contract that the plan covers. Time required for reading, preparing information, and data entry into eSRS is estimated as follows:

#### Commercial plan

*Respondents:* 1,653.

*Responses per Respondent:* 1.

*Total Annual Responses:* 1,653.

*Hours per Response:* 2.

*Total Burden Hours:* 3,306.

#### Individual plan without order level reporting

*Respondents:* 10,885.

*Responses per Respondent:* 1.

*Total Annual Responses:* 10,885.

*Hours per Response:* 1.5.

*Total Burden Hours:* 16,327.5.

#### Individual plan with order level reporting

*Respondents:* 197.

*Responses per Respondent:* 3.

*Total Annual Responses:* 591.

*Hours per Response:* 1.5.

*Total Burden Hours:* 886.5.

#### 3. Individual Subcontract Report

(ISR). ISRs are submitted semi-annually for each contract with an individual subcontracting plan. The ISR consists of data for subcontracting under a given contract. ISRs are not required for commercial plans. Time required for reading, preparing information, and data entry into eSRS is estimated as follows:

#### Individual plan without order-level reporting requirement

*Respondents:* 10,855.

*Responses per Respondent:* 2.

*Total Annual Responses:* 21,710.

*Hours per Response:* 2.

*Total Burden Hours:* 43,420.

#### Individual plan—with order-level reporting requirement

*Respondents:* 197.

*Responses per Respondent:* 2.

*Total Annual Responses:* 394.

*Hours per Response:* 5.

*Total Burden Hours:* 1,970.

4. *Written explanation for not using a small business subcontractor as specified in the proposal or subcontracting plan.* This explanation is submitted on a contract-by-contract basis. FPDS for FY 2017 identified 3,808 contracts with individual subcontracting plans and 542 entities awarded contracts with commercial plans, for a total of 4,350 plans for FY 2017. We estimate that at most 50%, or 2,175, of these contracts with subcontracting plans may have instances of the prime contractor not using a small business subcontractor to the same extent used in preparing the bid or proposal. We estimate two hours as the average time required to read and prepare information for this collection.

*Respondents:* 2,175.

*Responses per Respondent:* 1.

*Total Annual Responses:* 2,175.

*Hours per Response:* 2.

*Total Burden Hours:* 4,350.

#### 5. Summary.

*Respondents:* 30,312.

*Total Annual Responses:* 41,758.

*Total Burden Hours:* 92,010.

#### 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, telephone 202–501–4755.

Please cite OMB Control No. 9000–0007, Subcontracting Plans, in all correspondence.

**William Clark,**

*Director, Office of Governmentwide Acquisition Policy, Office of Acquisition Policy, Office of Governmentwide Policy.*

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## DEPARTMENT OF DEFENSE

### GENERAL SERVICES ADMINISTRATION

### NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

[OMB Control No. 9000–0079; Docket No. 2018–0003; Sequence No. 14]

#### Information Collection; Travel Costs

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

**ACTION:** Notice and request for comments.

**SUMMARY:** In accordance with the Paperwork Reduction Act of 1995 and the Office of Management and Budget (OMB) regulations, the FAR Council invites the public to comment upon a renewal concerning travel costs.

**DATES:** Submit comments on or before October 5, 2018.

**ADDRESSES:** The FAR Council invites interested persons to submit comments on this collection by either of the following methods:

- *Federal eRulemaking Portal:* This website provides the ability to type short comments directly into the comment field or attach a file for lengthier comments. Go to <http://www.regulations.gov> and follow the instructions on the site.

- *Mail:* General Services Administration, Regulatory Secretariat Division (MVCB), 1800 F Street NW, Washington, DC 20405. ATTN: Ms. Mandell/IC 9000–0079, Travel Costs.

*Instructions:* All items submitted must cite Information Collection 9000–0079, Travel Costs. Comments received in response to this docket will be made available for public inspection and posted without change, including any personal information, at <http://www.regulations.gov>.

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). This information collection is pending at the FAR Council. The Council will submit it to OMB within 60 days from the date of this notice.

**FOR FURTHER INFORMATION CONTACT:** Ms. Zenaida Delgado, Procurement Analyst, at telephone 202-969-7207, or email [zenaida.delgado@gsa.gov](mailto:zenaida.delgado@gsa.gov).

**SUPPLEMENTARY INFORMATION:**

**A. Overview of Information Collection**

*Description of the Information Collection*

1. *Type of Information Collection:* Revision/Renewal of a currently approved collection.
2. *Title of the Collection:* Travel Costs.
3. *Agency form number, if any:* N/A.

*Solicitation of Public Comment*

Written comments and suggestions from the public should address one or more of the following four points:

- (1) Evaluate whether the collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- (2) Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- (3) Enhance the quality, utility, and clarity of the information to be collected; and
- (4) Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

**B. Purpose**

This information collection requirement, OMB Control No. 9000-0079, currently titled "Corporate Aircraft Costs," is proposed to be retitled "Travel Costs," due to consolidation with currently approved information collection requirement OMB Control No. 9000-0088, Travel Costs.

This information collection requirement pertains to information that a contractor must submit in response to the requirements in FAR 31.205-46:

1. FAR 31.205-46(a)(3)—In special or unusual situations, costs incurred by a contractor for lodging, meals, and

incidental expenses, may exceed on a daily basis the per diem rates in effect as set forth in the Federal Travel Regulation (FTR) for travel in the conterminous 48 United States. The actual costs may be allowed only if the contractor provides the following:

- a. FAR 31.205-46(a)(3)(ii)—A written justification for use of the higher amounts approved by an officer of the contractor's organization or designee to ensure that the authority is properly administered and controlled to prevent abuse.
- b. FAR 31.205-46(a)(3)(iii)—Advance approval from the contracting officer if it becomes necessary to exercise the authority to use the higher actual expense method repetitively or on a continuing basis in a particular area.
- c. FAR 31.205-46(a)(3)(iv)—

Documentation to support actual costs incurred including a receipt for each expenditure of \$75.00 or more.

2. FAR 31.205-46(c) requires firms to maintain and make available manifest/logs for all flights on company aircraft. As a minimum, the manifest/log must indicate:

- a. Date, time, and points of departure;
- b. Destination, date, and time of arrival;
- c. Name of each passenger and relationship to the contractor
- d. Authorization for trip; and
- e. Purpose of trip.

The information required by (a) and (b) and the name of each passenger (required by (c)) are recordkeeping requirements already established by Federal Aviation Administration regulations. This information, plus the additional required information, is needed to ensure that costs of owned, chartered, or leased aircraft are properly charged against Government contracts and that directly associated costs of unallowable activities are not charged to Government contracts.

**C. Annual Reporting Burden**

DoD, GSA and NASA analyzed the FY 2017 data from the Federal Procurement Data System (FPDS) to develop the estimated burden hours for this information collection.

1. FAR 31.205-46(a)(3)—Actual travel costs.

*Respondents:* 3,247.

*Responses Per Respondent:* 10.

*Total Annual Responses:* 32,470.

*Hours Per Response:* 0.25.

*Total Burden Hours:* 8,118.

2. FAR 31.205-46(c)—Manifest/logs for flights on company aircraft.

*Number of recordkeepers:* 797.

*Records per recordkeeper per year:* 3.

*Total annual records:* 2,391.

*Estimated hours per record:* 2.0.

*Total recordkeeping burden hours:* 4,782.

3. Total (counting recordkeepers with respondents).

*Recordkeepers and respondents:* 4,044.

*Responses:* 34,861.

*Hours (reporting and recordkeeping):* 12,900.

*Affected Public:* Businesses or other for-profit and not-for-profit institutions.

*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, telephone 202-501-4755.

Please cite OMB Control No. 9000-0079, Travel Costs, in all correspondence.

**William Clark,**

*Director, Office of Governmentwide Acquisition Policy, Office of Acquisition Policy, Office of Governmentwide Policy.*

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**DEPARTMENT OF DEFENSE**

**GENERAL SERVICES ADMINISTRATION**

**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION**

[OMB Control No. 9000-0154; Docket No. 2018-0053; Sequence No. 2]

**Submission for OMB Review; Construction Wage Rate Requirements—Price Adjustment (Actual Method)**

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

**ACTION:** Notice.

**SUMMARY:** Under the provisions of the Paperwork Reduction Act, the Regulatory Secretariat Division 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 regarding the price adjustment (Actual Method) for Construction Wage Rate Requirements.

**DATES:** Submit comments on or before September 5, 2018.

**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: