

# Flexible Coworking Services (FCS)

# **Service Contract Award**

GSA has awarded an indefinite delivery, indefinite quantity (IDIQ) service contract to five national coworking vendors. This contract was established to provide short-term, ondemand coworking solutions to federal customers within the Continental United States (CONUS), and it is now available for immediate use.



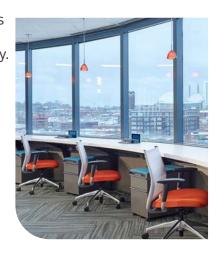




## The service contract will:

- provide flexible space-as-a-service
- promote responsible use of taxpayer dollars

The contract does not surpass leases in terms of cost effectiveness or configurability. This contract provides federal agencies with access to temporary workspaces that are responsive to changing workspace needs over a period of 12 months or less. Coworking vendors manage and maintain fully furnished, commercially available openoffice environments that also include wireless Internet



service. Occupants of these spaces will access systems and information remotely, in accordance with their agencies' IT security policies and protocols.

#### **Contract Awards**

- DeskPass Corporation\*
- LiquidSpace, Inc.\*
- Novel/Expansive/Level Office Management, LLC\*
- The Yard Operating Company, LLC\*
- WeWork Commons, LLC
- \* Small Business

# Use of the Flexible Coworking Services IDIQ Contract

Agencies must work with with a PBS Contracting Officer (1102) to secure commercially available coworking space through this contract. Agencies will provide a Reimbursable Work Authorization (RWA) to PBS prior to the issuance of a request for proposals (RFP) on any task order. Individual task orders will be subject to competition among all vendors; best value will be determined through consideration of technical factors and price.

Use of the vendor's coworking space shall not create exclusivity of use by the Federal Government, and agency space requirements may not involve modifications to vendor space, such as reconfiguration. Agencies' use of the flexible space is considered a commercial service. FCS is not a lease, and a task order will not create an interest in real property.

Vendors may offer unreserved workstations (also known as drop-in workstations), reserved workstations, and reserved offices. Reserved workspaces and offices do not guarantee day-to-day use, and all personal items and equipment should be taken with the employee at the end of each day.

Employees using flexible coworking spaces should be aware that they will be working alongside employees from other agencies and private sector companies. There is no right to privacy and agencies wishing to use the contract should be aware of its limitations with regards to privacy.

## **Identifying Coworking Requirements Before Use**

If your agency is interested in using this contract, please provide the following information to the PBS contracting team:

- Number of occupants that will be accessing the coworking facility
- City/location(s) required
- Duration of task order (must be less than or equal to 12 months)



**Photos credit:** Chad Jackson Photography

# **PBS Contracting Team**

#### **PBS Contracting Officer (CO)**

Justin Costello | justin.costello@gsa.gov

# **PBS Contracting Officer's Representative (COR)**

**Lisa Lefkowitz** | lisa.lefkowitz@gsa.gov

### **PBS Alternate Contracting Officer's Representative (ACOR)**

Jane Schuster | jane.schuster@gsa.gov