LETTER TO INDIVIDUALS WITH USAID PERSONAL SERVICES CONTRACTS FROM
THE USAID SENIOR PROCUREMENT EXECUTIVE


Dear USAID Personal Services Contractor,

USAID appreciates the hard work and dedication of our contractors. The health and safety of USAID employees, contractors, and their families is our top priority. In order to ensure the health and safety of the Federal workforce and contractor community, the President signed Executive Order 14042, Ensuring Adequate COVID Safety Protocols for Federal Contractors. The requirements in the Executive Order are being implemented through a class deviation. The clause 52.223-99 Ensuring Adequate COVID-19 Safety Protocols for Federal Contractors, Alternate 70, will be incorporated into all awards with performance requiring physical access to USAID domestic workplaces through a bilateral modification as soon as possible.

The requirements in the Executive Order are effective October 15, 2021, and are mandatory for all contractors who require physical access to USAID’s domestic workplaces. Accordingly, you must comply with the attached deviation clause implementing this requirement and be fully vaccinated by December 8, 2021. The contracting officer will be in communication with you to execute a bilateral modification as soon as possible.

Based on the urgency of this issue, when you receive the modification from your contracting officer, please return the signed modification no later than November 14, 2021. If you choose not to sign the modification, USAID retains the right to suspend your physical access to USAID domestic workplaces.

For more information, please visit USAID’s COVID-19 Safety Plan and Workplace Guidelines (Safety Plan).

Sincerely,

Mark A. Walther
Senior Procurement Executive