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Section 508 Compliance Made Easy

Accessible Federal Acquisition Process Posters – Text Descriptions

Poster 1: This poster is titled “Accessible Federal Acquisition Process”. It illustrates a 5 step sequential process with each step depicted by a thick horizontal arrow pointed to the right. Each step is labeled, from left to right they read: “Need”, “Requirement”, “Research”, “Solicitation”, and “Post Solicitation”. Listed above and aligned with each of the 5 steps is text from the Federal Acquisition Regulation (FAR) indicating the specific regulations for Section 508 associated with each acquisition process step.

Aligned with the first step, “Need”, is the text from FAR reference “7.103 (o) Ensuring that acquisition planners specify needs and develop plans, drawings, work statements, specifications, or other product descriptions that address Electronic and Information Technology Accessibility Standards (see 36 CFR Part 1194) in proposed acquisitions (see 11.002(e)) and that these standards are included in requirements planning, as appropriate (see Subpart 39.2).”

Aligned with the second step, “Requirement”, is the text from FAR reference “11.002 (f) In accordance with Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d), requiring activities must prepare requirements documents for electronic and information technology that comply with the applicable accessibility standards issued by the Architectural and Transportation Barriers Compliance Board at 36 CFR Part 1194 (see Subpart 39.2)”

Aligned with both the first and second steps, “Need” and “Requirement”, is the text from FAR reference “39.204 (b)(c)(d)(e) The requirements in 39.203 do not apply to EIT that is for a national security system; Is acquired by a contractor incidental to a contract; Is located in spaces frequented only by service personnel for maintenance, repair or occasional monitoring of equipment; or would impose an undue burden on the agency.”

Aligned with the third step, “Research”, is the text from FAR reference “10.001 (a)(3)(vii) Assess the availability of electronic and information technology that meets all or part of the applicable accessibility standards issued by the Architectural and Transportation Barriers Compliance Board at 36 CFR Part 1194 (see Subpart 39.2)..”

Aligned with the fourth step, “Solicitation”, is the text from FAR reference “39.203 (b)((3) (3) Requiring and ordering activities must ensure supplies or services meet the applicable accessibility standards at 36 CFR Part 1194, unless an exception applies, at the time of issuance of task or delivery orders. Accordingly, indefinite-quantity contracts may include noncompliant items; however, any task or delivery order issued for noncompliant items must meet an applicable exception.”

Aligned with the fifth step, “Post Solicitation”, is the text from FAR references “39.201 (c)(1) When acquiring commercial items, an agency must comply with those accessibility standards that can be met with supplies or services that are available in the commercial marketplace in time to meet the agency’s





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delivery requirements.” and “39.203 (a) Unless an exception at 39.204 applies, acquisitions of EIT supplies and services must meet the applicable accessibility standards at 36 CFR Part 1194.”

Outputs from each step in the process are illustrated by vertical arrows pointing down from the step to text labels describing the step output, indicating appropriate Section 508-related results from the activities of each step of the federal acquisition process. Output from step 1, “Need”, is listed as “EIT Determination” and “Exception Documentation”. Output from step 2, “Requirement”, is listed as “Government Product Accessibility Template (GPAT)”. Output from step 3, “Research”, is listed as “Market Research Documentation”. Output from step 4, “Solicitation”, is listed as “Solicitation Language”. Output from step 5, “Post Solicitation”, is listed as “Evaluation Factors” and “Acceptance Criteria”.

Poster 2: This poster is titled “Accessible Federal Acquisition Process”. It illustrates a 5 step sequential process with each step depicted by a thick horizontal arrow pointed to the right. The 5 process steps are aligned within a broad horizontal band across the poster labeled “Federal Agency Responsibility and Regulations”. Each step is labeled, from left to right they read: “Need”, “Requirement”, “Research”, “Solicitation”, and “Post Solicitation”.

Directly beneath each step is a text box listing specific references from the Federal Acquisition Regulation for Section 508 associated with each acquisition process step. Directly beneath the first step, “Need”, are the references “FAR 7.103(o)” and “FAR 39.204 (b)(c)(d)(e)”. Directly beneath the second step, “Requirement”, is the reference “FAR 11.002 (f)”. Directly beneath the third step, “Research”, is the reference “FAR 10.001(A)(3)(vii)”. Directly beneath the fourth step, “Solicitation”, is the reference “FAR 39.203(b)(3)(3)”. Directly beneath the fifth step, “Post Solicitation”, are the references “FAR 39.201(c)(1)” and “FAR 39.203 (a)”.

Beneath the broad horizontal band across the poster labeled “Federal Agency Responsibility and Regulations” is a second broad horizontal band labeled “BuyAccessible© System Process Outputs”. Spanning this band horizontally are the words “Wizard” and the BuyAccessible Wizard logo graphic. Outputs from the BuyAccessible Wizard tool appropriate for each step in the 5 step process are illustrated by vertical arrows pointing down from the step to text labels describing the output. Output from step 1, “Need”, is listed as “EIT Determination” and “Exception Documentation”. Output from step 2, “Requirement”, is listed as “Government Product Accessibility Template (GPAT)”. Output from step 3, “Research”, is listed as “Market Research Documentation”. Output from step 4, “Solicitation”, is listed as “Solicitation Language”. Output from step 5, “Post Solicitation”, is listed as “Evaluation Factors” and “Acceptance Criteria”.

Beneath the broad horizontal band across the poster labeled “BuyAccessible© System Process Outputs” is a third broad horizontal band labeled “EIT Vendor Responsibility”. A curved up arrow originates from





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the output identified from step 2, “Government Product Accessibility Template (GPAT)” and ends between the outputs identified from step 4, “Solicitation Language” and from step 5, “Evaluation Factors” and “Acceptance Criteria”. This arrow is labeled with a text box that reads “Voluntary Product Accessibility Template (VPAT)”. It depicts the EIT vendor responsibility to provide accessibility information about their EIT products and services in response to Federal Agency needs for market research documentation (GPAT) as well as in response to Federal Solicitation for EIT products and services.

