

Federal Communications Commission

Application Development Support Services Indefinite Delivery Indefinite Quantity (IDIQ)

Request for Proposal (RFP)

273FCC20R0002



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Prepared By:

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Information Technology Center (ITC)
445 12th Street SW
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B. SUPPLIES OR SERVICES AND PRICE/COSTS**B.1 General**

This is a Request for Proposal (RFP) for non-personal, commercially available support services of the Federal Communication Commission's (FCC) requirement for Application Development Support Services. The succession from this RFP will yield a multiple award Indefinite Delivery Indefinite Quantity (IDIQ) contract.

The requirement is being competitively solicited on the open market using the guidelines under the Federal Acquisition Regulations (FAR) Part 12 – Commercial Item and Part 15 – Contracting by Negotiation.

B.2 Description of Services

The Contractor shall provide all integration, management, supervision, labor, and shall plan, schedule, coordinate, and assure effective performance, for all requirements outlined in Section C.

B.3 Order Type

This multiple award Indefinite Delivery Indefinite Quantity (IDIQ) contract shall include issuance of Task Orders that specify the contract type of Firm Fixed Price (FFP), Labor Hours (LH), or a combination of both. This shall be determined at the Task Order level. Performance under this IDIQ contract will be closely coordinated with and monitored by the Contracting Officer's Representative (COR) and any other FCC representatives designated by the COR. Questions pertaining to the scope of services and request for technical guidance and direction should be directed to the COR and designated representative(s) during the performance of the services. However, only the Contracting Officer may make changes to the terms and conditions of this IDIQ contract and to any Task Orders issued under this IDIQ contract.

B.4 ESTIMATED VALUE**B.4.1 OVERALL ESTIMATED VALUE**

The total estimated ceiling value for this contract is \$203,555,000.00.

B.4.2 MINIMUM AND MAXIMUM CONTRACT AMOUNTS

During the period specified in Section F.2 Period of Performance, the Government shall place orders totaling a minimum of \$5,000.00 and a maximum value not to exceed \$10,000,000. The amount for all orders under this contract when combined shall not exceed the ceiling value of \$203,555,000.00

B.4.3 FULFILLING MINIMUM ORDERING REQUIREMENTS

The Government has no obligation to issue task orders to the contractor above the minimum amount specified above.

B.4.4 PRICING OF TASK ORDERS

All task orders under this contract shall be priced in accordance with the provisions contained in Section B. Under this contract, the contractor shall perform all services in accordance with task orders, which will be based upon the actual FCC requirements for Application Development Support Services (see Section C).

In order to facilitate the negotiation of the contract and subsequent task orders, the Offeror shall propose a firm fixed hourly rate for each labor category (LCAT) proposed. The rates shall be fixed for the base year and each optional year.

Travel expenses shall not be included in any rates that are proposed as part of the establishment of the IDIQ contract. Travel costs will not be requested or considered until the task order stage, and at that time shall be based on the rules outlined within the Federal Travel Regulation (FTR) (41 Code of Federal Regulations (CFR), chapters 300 through 304). Travel in association with any future task orders will be at a not-to-exceed amount and only actual and allowable travel expenses incurred by the Offeror will be reimbursed.

B.5 PRICE SCHEDULE

B.5.1 LABOR RATES

Fully Burdened Labor Rate Schedule and Other Direct Costs (ODCs) for All Years

The Offeror shall propose fully loaded hourly rates for all personnel potentially assigned to tasks under the IDIQ contract. The Offeror shall use the provided pricing sheet, *Attachment A – Pricing Sheet – IDIQ*, which identifies all expected labor categories (LCATs) for each CLIN(s). The Offeror shall propose labor rates (including any proposed discounts) for each of these LCATs to match the LCAT Descriptions. The Offeror shall include in the rates for each option period any proposed escalation factor for inflation. The Government's labor mix for these CLINs may be modified or revised to meet the not-to-exceed thresholds. The Offeror's proposed total price for these CLINs shall be sum of the products of the Offeror's proposed labor rate for each LCAT. There is no guarantee that the Government's estimated LCAT, will in fact, be required. The Offeror's proposed LCATs and hourly rates will be used for evaluation purposes only. The Offeror's proposed labor rates for each CLIN will establish ceiling rates for each LCAT for the future task orders. In performance of the task order(s), the hours necessary for these CLINs or for any labor category under these CLINs for any given year may vary substantially. The Offeror's proposed staff should reflect the years and type of experience and education as specified in *Attachment B – Labor Category Description*.

The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are mathematically and materially unbalanced. The Offeror's total price for the purpose of evaluation will include the base period, all options periods, and the evaluation of FAR 52.217-8 Option to Extend Services. The Government will calculate and evaluate the price for the option covered under FAR 52.217-8 by utilizing the pricing of the last option period for six (6) months of continued performance. The Offeror is not required to provide pricing for this calculation. The evaluation of options shall not obligate the Government to exercise any option(s).

In accordance with FAR 52.217-8, the Government may require continued performance of services within the limits and rates specified in the contract. The rates shall be determined to be the unit price of each applicable CLIN as stated in Section B of the award of the CLIN which corresponds with the most recently entered period of performance. As indicated in FAR 52.217-8, the government will have the option provision to extend the performance of the contract up to an additional six (6) months when the contract is provided written notice.

B.5.2 Funding

Funding for services provided will be obligated at the Task Order level. Task orders issued under this contract may be incrementally or fully funded on a task by task basis.

Funding may be added to Labor Hour task orders by the execution of modifications to the task order, up to the ceiling amount for the applicable performance period and task order. The Contractor shall note that residual funding at the end of a task order's performance period may be de-obligated through a modification; inclusion of this funding in the following performance period of the task order is subject to budget approval based on appropriations and fiscal constraints.

C. DESCRIPTION/SPECIFICATIONS/PERFORMANCE WORK STATEMENT

C.1 Description

C.1.1 Scope

The FCC's CIO requires procurement of non-personal, commercial services to support the FCC IT enterprise. There is no initiative to in-source these services.

The scope of the IDIQ includes the following services:

- Program and Project Management Support
- Software and Application Development and Documentation Support
- Extreme Programming (XP) Support

C.2 Objectives

The objective is to award a performance-based multiple award IDIQ to provide Application Development Support Services for existing, modernized, and/or new systems. This shall include:

- Improving the FCC stakeholders' experience meeting business requirements;
- Providing a tight coordination of service delivery with other FCC ITC Contractors

C.3 Background

The U.S. Federal Communications Commission (FCC) is an independent agency of the United States Government established by the Communications Act of 1934 and is charged with regulating non-Governmental interstate and international communications by wire, radio, television, satellite, and cable. The FCC's jurisdiction covers the 50 states, the District of Columbia, and U.S. possessions.

The FCC Chief Information Officer (CIO) is responsible for the IT programs, systems, and services (e.g., applications) and is the senior IT advisor to the Chairman, Commissioners, and Managing Director. Under leadership of the CIO, the FCC Information Technology Center (ITC) is responsible for the IT and telecommunications infrastructure and related systems to support the mission of the FCC's Bureaus and Offices. In support of the CIO, FCC ITC will implement and deploy IT systems and services (e.g., applications) that support core mission capabilities of the Bureaus and Offices. This includes modifying or enhancing existing IT systems and services, moving existing systems and services to a cloud environment, or creating new IT systems and services on modernized platforms. These IT efforts generate the need for the Application

Development Support Services collectively outlined in this PWS to ensure the efficient and effective delivery of requisite capabilities.

C.4 Performance Measures

Throughout the life of the contract, the Contractor will be evaluated on the basis of the performance measures delineated in each executed task order. Each task order will include a PWS detailing the services required. There is a 98-99.5% Acceptable Quality Level (AQL) range for all required services in the PWS on each task order. The Contractor will be evaluated on the performance measures and shall meet the AQL to continue services under the IDIQ and subsequent task orders. All work described in the PWS to be delivered under each task order is subject to final inspection and acceptance by the Contracting Officer and COR.

The performance measures are as follows:

*Table 1 - Performance Requirements**

Performance Metric	Required Service	Performance Indicator	Monitoring Method
Accuracy/ completeness/ technical proficiency	All work products shall be complete, accurate, and conducted with techniques commensurate to the task.	Draft and final work products are complete and accurate and were conducted in a technically competent and appropriate manner 98% of the time during the quarter.	The FCC reserves the right to perform any inspection and audit as deemed necessary to assure that the Contractor's services conform to prescribed requirements.
Timeliness	All work products - both interim and final - shall be completed on schedule in order for the FCC to use them most effectively.	Contractors' deliverables are provided on schedule 99% of the time during the quarter as indicated in the task order contract unless modified with the FCC concurrence.	The FCC COR will review task deliverables with respect to the schedule defined in the task order.
Responsiveness	The Contractor shall be responsive to requests for clarifications on submitted work products or to refinements to the task work based on changing needs of the FCC (within the scope of work).	The Contractor is able to provide requested information or make adjustments in task work without undue delays 98% of the time during the quarter.	The FCC COR will review Contractor's ability to adjust task work in response to changing conditions, needs, and unexpected circumstances.

Performance Metric	Required Service	Performance Indicator	Monitoring Method
Communication	The Contractor shall proactively keep the FCC apprised of all issues related to the conduct of the task including, but not limited to progress of work, any issues that affect the Contractor's ability to meet schedule or budget requirements, unforeseen logistical issues, changes to the Contractor's internal operations (e.g., personnel changes) relevant to the work, etc.	The Contractor provides both regular updates on the progress of work under the task order and notifies the COR of any unanticipated circumstances that affect either the analytics / logistics of the project, the project schedule, or the project budget 98% of the time during the quarter.	The FCC COR will review both regular and ad hoc status reports on the applicable task order. The FCC COR should have the ability to brief FCC's leadership on the status of its task order project at any point in the conduct of the work.
Cost	The Contractor shall ensure that work conducted under the task order is completed within the limits of the specified budget, unless otherwise negotiated with and approved by the FCC COR and Contracting Officer	Work is completely and accurately performed within budget 99.5% of the time during the quarter.	The FCC COR will regularly review progress toward final deliverables at each significant milestone in the task order work to ensure that the task' expenditures are commensurate with each stage of work.

*This performance requirements table should be used unless otherwise noted in future task order(s).

C.4.1 Potential Remediation for Failure to Meet 99.5% AQL (Cost)

Up to five percent (5%) of the Contractor's payments may be deducted for less than full compliance with the AQL. Contractors will have an opportunity to correct nonconforming

services at the expense of the Contractor, within a time period specified by the COR, before the FCC makes an equitable adjustment to the contract.

FCC reserves the right to refuse deliverables or a work product that is deemed to be deficient in one or more areas specified in the above measures.

FCC reserves the right to obtain remuneration from the Contractor for work deemed to be unusable as a result of poor quality.

Written acceptance, conditional acceptance, or rejection will be sent to the Contractor via email.

C.4.2 Unsatisfactory Work

Performance by the Contractor to correct defects found by the FCC as a result of quality review and by the Contractor as a result of quality control shall be at the Contractor's own expense and without additional reimbursement by the FCC. Unless otherwise negotiated, the Contractor shall correct or replace all nonconforming services or deliverables no later than the time and date granted by the COR.

C.5 Program and Project Management Support

The Contractor shall manage the total work effort associated with the services required per individual orders to ensure that all work meets or exceeds the requirements in the task order and the performance objectives and standards stated in Performance Requirements Summary (PRS) incorporated in each task order. Program/Project Management shall include, at a minimum, planning, scheduling, resource management and associated costs, preparation of reports and other deliverables, establishing and maintaining records, and quality control. The Contractor shall conduct all work in a manner that seeks to establish an effective balance between maximizing productivity and minimizing waste while fully complying with all applicable laws, regulations, and terms and conditions of the contract.

The Contractor shall provide Program/Project Management support for the development and implementation support. For development projects, the Contractor shall implement agile project management methodologies and practices and comply with FCC IT Enterprise Planning and Performance (EPP) Solution Delivery Framework (EPP) project reporting policies and procedures (*see Technical Exhibit 4 - Enterprise Planning and Performance (EPP) Solution Delivery Framework (SDF)*). For non-development activities such as documentation and security support, the Contractor shall implement either waterfall or agile methodologies and practices, whichever is recommended by the Contractor and approved by the Government.

C.5.1 Meeting Support

The Contractor shall coordinate meetings and reviews in accordance with the COR and task orders. Meeting types shall include those in support of FCC's IT Enterprise Planning and Performance (EPP) Solution Delivery Framework (SDF) (*see Technical Exhibit 4- Enterprise Planning and Performance (EPP) Solution Delivery Framework (SDF)*) activities.

C.5.2 Kick-Off Meeting

The Contractor shall schedule, coordinate, and host a Program Kick-Off Meeting at the FCC HQ (*see Table 3 – Schedule of Contract Deliverables*). The meeting will provide an introduction between the Contractor personnel and Government personnel who will be involved with the task order. The meeting will provide the opportunity to discuss technical, management, and security issues, and travel authorization and reporting procedures. At a minimum, the attendees shall

include Key Personnel, representatives from the directorates, other relevant Government personnel, and the COR.

C.5.3 Quality Control Program

The Contractor shall develop and maintain an effective Quality Control Program to ensure services are performed in accordance with the task order. The Contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of deficient services. The Contractor's Quality Control Program shall ensure that the Contractor's work complies with the requirements of the task order.

All records of inspections performed shall be retained and made available to the FCC upon request throughout the contract performance, and for the period after contract completion, until final settlement of any claims under this contract.

The FCC will evaluate the Contractor's performance in following the method of surveillance specified herein. When an observation indicates less than satisfactory performance, the Contracting Officer or other designated representative will immediately notify the Contractor, in writing, of such finding(s) and will request correction of the noted discrepancy. Any action taken by FCC as a result of surveillance will be according to the terms of the contract.

C.5.4 Program Management Plan

The Contractor may be directed to create a Program Management Plan depending on the complexity of the task order requirements. The Program Management Plan shall define policies and procedures for managing and directing the effort for productivity, quality, cost control, and early identification and resolution of problems. The plan shall include milestones, tasks, sub-tasks, and identify roles and responsibilities. The plan shall include the Contractor's Quality Control Plan (QCP), Transition Plan Overview, and Communications Management Plan (stakeholders, frequency, channel, etc.) once submitted by designated due date and approved by the Government. The Contractor shall implement and manage the approved PMP, and the plan shall be used as a foundation for task and technical resource management planning.

C.5.5 Program/Project Management Portals

The Contractor shall manage all program activity using the approved FCC designated web portal (currently on SharePoint) that both Contractor and approved Government personnel can access that contains critical program information.

The Contractor shall manage all project activity with the approved FCC Project and Portfolio Management (PPM) platform (currently SharePoint) working closely with the COR and FCC IT Enterprise Performance and Planning (EPP) group to ensure adherence to Agency policies and procedures for PPM tool usage.

C.5.6 SharePoint Team Sites

The Contractor shall provide development and customization support for all FCC SharePoint team sites. Presently, there are approximately eighty (80) team sites with seventy-five percent (75%) of the sites using out of the box SharePoint team site templates. Please note – task orders for this task will not require O&M Support.

C.6 Software and Application Development and Documentation Support

Application Development Support under this contract will include support for both legacy and platform-based systems and applications (*see Technical Exhibit 2 – FCC Platforms and Cloud Platform Architecture and Technical Exhibit 3 – Technology and Business Applications List*). The Contractor shall utilize Agile software development methodologies for all development tasks. The Contractor shall ensure all applications and systems development under this contract and task order are Section 508 Compliant.

The specific requirements will be provided on a task order basis and may include, but not limited to applications architecture support; application support; testing; release management support; cybersecurity support; and SharePoint support.

C.6.1 After-Action Reviews

The Contractor shall conduct after-action reviews or sprint and project retrospectives for each completed project. The reviews will be submitted, at a minimum, to the COR and project manager.

C.6.2 Applications Architecture Support

The Contractor shall provide Solutions Architect expertise in collaboration with the FCC IT Operations, Engineering Architecture (EA), and Engineering teams that ensure solutions adhere to FCC Enterprise Engineering and IT Operations policies and procedures regarding Enterprise Architecture and Release Management.

C.6.3 FCC Architecture Sample Deliverables

The Contractor shall submit design and compliance documentation in support of the FCC Architecture Review Board Process. These deliverables will be defined at the task order level but may include the following documentation:

- Solution Architecture;
- EA compliance;
- Enterprise Solutions integration status;
- System logging, monitoring, and performance implementation;
- 508 Compliance;
- Security implementations;
- Continuous Integration Compliance;
- Data Standards compliance;
- Data backup and recovery;
- API standards; and
- Disaster Recovery compliance.

C.6.4 Application Development Activities

The Contractor shall provide all services required for successful development, configuration, customization, and modernization of identified systems and applications using the FCC enterprise architecture to meet FCC Bureau and Office business needs. Some of these systems and applications are currently using dated technology such as Sybase and ColdFusion (see

Technical Exhibits 2 and 3). This support shall be defined at the task order level but may include:

- Application Development;
- API development;
- External system integrations;
- Data migration;
- Testing;
- System Documentation; and
- Application training.

C.6.5 Business Process Re-engineering

The Contractor shall provide business process re-engineering (BPR) support to help guide Bureau and Office partners on efficient ways to rethink elements of processes created as a result of legacy technology limitations.

C.6.6 Testing

The Contractor shall perform required testing, as per the approved project plan, of systems and applications deployed under each task order.

The Contractor shall utilize automated test tools and scripts as much as possible to facilitate this task in accordance with FCC's Continuous Integration process. The Contractor shall document and deliver test results for all conducted tests in a Systems Test report as a result of this task.

C.6.7 Release Management

The Contractor shall provide materials to FCC IT Operations for each item proposed for release. The Contractor shall provide release management support that follows continuous integration methodologies. This support shall be defined at the task order level but may include:

- The use of automated release management tools;
- Coordinating with the FCC's continuous integration process to ensure optimal performance and availability of core services;
- Timely coordination with IT Operations on the development of a release management schedule and process;
- Coordinating and providing release support in coordination with IT Operations on UAT and production deployments; and
- Evaluating, scheduling, and coordinating all tasks required for upgrades to applications and systems under the task order in close coordination with IT Operations and Enterprise Engineering.

C.6.8 Cybersecurity Coordination

The Contractor shall coordinate cybersecurity support. This support may include:

- Coordinating with CISO and other security personnel as per FCC policy and procedures;

- Following FCC vulnerability scanning schedules for both lower environments and production for both application, database, and operating scans;
- Responding to FISMA documentation requests;
- Following FCC Incident response procedures in accordance with FCC CISO guidelines;
- Following FCC Continuous Monitoring policies and procedures;
- Assist in responding to FCC audit requirements;
- Document FCC processes in policies, procedures, inventories, and architecture diagrams;
- Completing FCC mandated user awareness training and specialized user awareness training;
- Following FCC procedures on account creation, maintenance, and decommissioning;
- Following FCC Cybersecurity Policy and FCC Rules of Behavior;
- Following FCC baseline configurations;
- Assisting to notify FCC security of exemptions to Policy and procedures and obtaining approval before deviation;
- Adhering to the NIST, Office of Management and Budget (OMB) directives, FISMA, FCC, and other Industry accepted standards; and
- Complying with NIST 800-53, 800-30, 800-39, and any new regulatory requirements issued during the task order's ordering period.

C.7 Extreme Programming Support (*Amendment A02*)

The government will specify which task orders and projects the Contractor shall execute utilizing the extreme programming (XP) methodology. For task orders leveraging XP, support shall be provided on-site at FCC HQ. Currently the FCC utilizes OpenShift platform. This support may include providing coding and programming support, execution of continuous integration methodologies (automated release management and testing tools); drafting and submission, for Government review and approval, of formal XP development processes; implementation and management of the approved XP development processes at the FCC.

C.8 Deliverables

Deliverables will be defined on a task order basis. A sample deliverables table is outlined in Technical Exhibit 1 – Sample Deliverable Schedule.

C.8.1 Quality Control Plan

The Contractor shall submit for acceptance, along with its proposal, a Quality Control Plan governing all potential tasks performed under this contract that contains, at a minimum, the items listed below. If applicable, the Quality Control Plan should be cross-referenced in future specific task order proposals. The Contracting Officer will inform the Contractor upon notification of contract award of acceptance or required modifications to the plan. The Contractor shall make

appropriate modifications and obtain the FCC acceptance of the plan within thirty (30) calendar days from the date of contract award.

The Quality Control Plan shall include the following minimum requirements:

- A description of the quality control system to cover all major services and deliverables. The description shall include specifics as to the scope of reviews conducted on a scheduled and unscheduled basis, frequency of reviews, and the role/title of quality reviewers.
- A description of the methods to be used for identifying and preventing defects in the quality of services performed.
- A description of the records to be kept to document quality reviews and corrective or preventative actions taken.
- All records of inspections performed shall be retained and made available to the FCC upon request throughout the contract performance period, and for the period after contract completion, until final settlement of any claims under this contract.

The FCC will evaluate the Contractor's performance in following the method of surveillance specified herein. When an observation indicates less than satisfactory performance, the Contracting Officer or other designated representative will immediately notify the Contractor, in writing, of such finding(s) and will request correction of the noted discrepancy. Any action taken by the FCC as a result of surveillance will be according to the terms of the contract.

C.8.2 Reports

C.8.2.1 Monthly Status Report (MSR)

The Contractor's shall develop and provide MSR via internal FCC electronic mail to the FCC CO and COR. The Contractor shall consult with the COR on the FCC provided application for the preferred format of the report.

C.8.2.2 Weekly Status Report (WSR)

The Contractor shall develop and submit a WSR to the COR. The Contractor shall consult with the COR on the format of the report. The Contractor's applicable project managers shall attend, either in-person or via teleconference, weekly staff meetings to brief the WSR.

C.9 Contracting Officer's Representative (COR)

The responsibilities and authority of the COR are generally set forth in clause LOCAL-4 Contracting Officer's Representative (COR). Generally, the COR typically performs the following functions: assures the Contractor performs the technical requirements of the task order; performs inspections necessary in connection with task order performance; maintains written and oral communications with the Contractor concerning technical aspects of the task order; issues written interpretations of technical requirements, including Government drawings, designs, and specifications; monitors the Contractor's performance and notifies both the Contracting Officer (CO) and Contractor of any deficiencies; coordinates availability of Government furnished property; and provides site entry for Contractor personnel. A letter of designation issued by the CO to the COR, a copy of which will be sent to the Contractor, will state more specifically the COR's responsibilities and limitations on his/her delegated authority.

D. PACKAGING AND MARKING

Not Applicable

E. INSPECTION AND ACCEPTANCE

E.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at Federal Acquisition Regulation (FAR) “52.252-2 Clauses Incorporated by Reference” in Section I of this contract.

FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1)

NUMBER	TITLE	DATE
52.246-4	Inspection of Services – Fixed Price	Aug 1996
52.246-6	Inspection-Time-and-Material and Labor-Hour	May 2001

E.2 INSPECTION AND ACCEPTANCE AT DESTINATION

Inspection and Acceptance of the supplies or services to be furnished under this contract shall be made at destination by the Contracting Officer’s Representative (COR).

F. DELIVERIES OR PERFORMANCE

F.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR “52.252-2 Clauses Incorporated by Reference” in Section I of this contract.

NUMBER	TITLE	DATE
	FEDERAL ACQUISITION REGULATION	
52.212-4	CONTRACT TERMS AND CONDITIONS- COMMERICAL ITEMS	OCT 2018
52.242-15	STOP-WORK ORDER	AUG 1989
52.247-34	F.O.B. DESTINATION	NOV 1991
52.249-8	DEFAULT (FIXED-PRICE SUPPLIES AND SERVICES) CONTRACTS	APR 1984
52.249-14	EXCUSABLE DELAYS	APR 1984

F.2 Period of Performance

The period of performance shall be for one (1) eleven (11) month base period and also include four (4) twelve (12) month option periods.

The period of performance is as follows:

Base Period	October 19, 2020 – September 18, 2021
Option Period I	September 19, 2021 – September 18, 2022
Option Period II	September 19, 2022 – September 18, 2023
Option Period III	September 19, 2023 – September 18, 2024
Option Period IV	September 19, 2024 – September 18, 2025

F.2.1 Recognized Holidays

Unless otherwise directed by the Contracting Officer (CO), the Contractor shall not perform services at FCC facilities or offices on federal holidays, which are:

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
Washington's Birthday	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

In addition, Inauguration Day is a recognized Federal holiday in the Washington, D.C. area every four years as provided under 5 U.S.C. § 6103(c).

F.3 Place of Performance

Work shall be performed at the Government's site(s) located at:

- FCC Headquarters located at 445 12th Street SW, Washington, DC 20554 (prior to September 2020*)
- FCC Headquarters located at 45 L Street NE, Washington, DC 20002 (after September 2020*)
- FCC Gettysburg Field Office located at 1280 Fairfield Rd, Gettysburg PA 17325
- FCC Columbia Field Office located at 7435 Oakland Mills Rd, Columbia, MD 21046.

**The FCC's current HQ lease has expired and has been extended on an interim basis. The General Services Administration (GSA) has awarded a new lease for FCC HQ office space at 45 L Street, NE, Washington, DC 20002, which is under construction. The FCC anticipates that it will relocate its HQ to that location by September 2020, but this is subject to change given the world pandemic crisis.*

Or

- The Contractor's site (Telework will be permitted only under an approved Telework Agreement).

Program Management and requirements gathering tasks shall be performed on-site at FCC Headquarters (HQ).

F.4 Hours of Operations

The Contractor is responsible for conducting business within the FCC's business hours between 8:00 am to 6:00 pm Monday thru Friday, except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government-directed facility closings. Hours of operation will be provided on a task order basis.

All hours outlined in the contract represent the Eastern Time (ET) Zone following Eastern Standard Time (EST) and Eastern Daylight Time (EDT) based on the season of the year (EST – Winter; EDT – Summer).

On an order basis, the Contractor may be required to provide support outside of regular business hours as required for deployment activities, operations and maintenance activities, and other business activities that cannot take place during normal business hours. After-hours support shall always be approved in advance by the Contracting Officer's Representative (COR) and identified in each order.

F.5 SCHEDULE OF CONTRACT DELIVERABLES

The deliverables listed below may be included in one, more, and/or subsequent task orders. This listing is not intended to be inclusive of all deliverables for the task orders and this IDIQ.

Table 2 – Schedule of Contract Deliverables

Deliverable	Due Date	Medium/Format	Submit To
Program Kick-Off Meeting	On a task order basis. Typical Delivery: Within five (5) business days of task order award.	In-person on-site	CO, COR, Identified Government personnel
Program / Project Management Plan (PMP)	On a task order basis. Typical Delivery: Initial draft submitted with contractor task order proposal; After the Program Kick-Off Meeting, the Government will provide inputs and comments to the PMP within ten (10) business days. The contractor shall incorporate Government comments and provide a revised draft submitted no later than five (5) business days after receipt of Government comments. Updated as required.	Electronic/email	CO, COR

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Deliverable	Due Date	Medium/Format	Submit To
Quality Control Plan (QCP)	On a task order basis. Typical Delivery: Within thirty (30) business days of task order award and within five (5) business days when changes are made.	Electronic/email	CO, COR
Monthly Status Report (MSR)	On a task order basis. Typical Delivery: Monthly; by the tenth (10 TH) of every month.	Electronic/email	CO, COR
Weekly Status Report (WSR)	On a task order basis. Typical Delivery: Weekly; on the first business day of each week.	Electronic/email	COR
After Action Reviews/ Sprint and Project Retrospectives	On a task order basis. Typical Delivery: Within two (2) business days of project completion.	Electronic/email	COR
Process documentation	On a task order basis. Typical Delivery: Initial draft within forty (40) business days from task order award; final version submitted within twenty (20) business days of receiving Government input; updated as required, annually at a minimum.	Electronic/email	COR
Ad Hoc Report(s)	To Be Determined (TBD) - established at the COR's discretion	Electronic/email	COR

Deliverable	Due Date	Medium/Format	Submit To
	as issues or change control items arise; no more than two types of reports added during the performance period.		

G. CONTRACT ADMINISTRATION DATA

G.1 Invoice Requirements

Invoices shall be submitted in accordance with FAR 52.216-7 Allowable cost and payment and G.2 Invoice Procedures.

To constitute a proper invoice, the invoice must include the following information and/or attached documentation:

- (1) Name of the business concern and invoice date.
- (2) Contract Number or other authorization for delivery of property or services.
- (3) Description, price, and quantity of property and services actually delivered or rendered.
- (4) Shipping and payment terms, and such other substantiating documentation or information as required by the contract.
- (5) Name, title, telephone number, and complete mailing address of responsible official (where practicable) and company name where electronic payment (wire transfer) will be subject to approval by the CO.

G.2 Invoicing Procedures

To obtain payment, the Contractor shall submit a proper invoice (see FAR 32.905(b)) electronically via the U.S. Department of the Treasury's Invoice Processing Platform (IPP), which can be accessed at <https://www.ipp.gov>. In order to enroll to use the IPP system, the Contractor must follow instructions provided in an enrollment email that it receives from the IPP.

G.3 Method of Payment

All payments shall be made in accordance with FAR Clause 52.232-33 Payment by Electronic Funds Transfer – System for Award Management

G.4 Submission of Electronic Funds Transfer Information with Offer

The Contractor shall provide, with its offer, the following information that is required to make payment by electronic funds transfer (EFT) under any contract that results from this solicitation. This submission satisfies the requirement to provide EFT information under paragraph(b)(1) and (j) of the clause 52.232-34, Payment by Electronic Funds Transfer-Other than System for Award Management.

- (1) The solicitation number (or other procurement identification number).
- (2) The Contractor's name and remittance address, as stated in the offer.
- (3) The signature (manual or electronic, as appropriate), title, and telephone number of the Contractor's official authorized to provide this information.

- (4) The name, address, and 9-digit Routing Transit Number of the Contractor's financial agent.
- (5) The Contractor's account number and the type of account (checking, savings, or lockbox).
- (6) If applicable, the Fedwire Transfer System telegraphic abbreviation of the Contractor's financial agent.
- (7) If applicable, the Contractor shall also provide the name, address, telegraphic abbreviation, and 9-digit Routing Transit Number of the correspondent financial institution receiving the wire transfer payment if the Contractor's financial agent is not directly on-line to the Fedwire and, therefore, not the receiver of the wire transfer payment. (End of provision)

G.5 Ordering

FAR Clause 52.216-18 – Ordering (Oct 1995)

- (a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from September 22, 2020 through March 21, 2025.
- (b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.
- (c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

G.6 Order Limitation

FAR Clause 52.216-19 – Order Limitation (Oct 1995)

a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than \$5,000.00, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor—

- (1) Any order for a single item in excess of \$10,000,000.00;
- (2) Any order for a combination of items in excess of \$10,000,000.00; or
- (3) A series of orders from the same ordering office within 30 days that together call for quantities exceeding the limitation in paragraph (b)(1) or (2) of this section.

(c) If this is a requirements contract (*i.e.*, includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) of this section.

(d) Notwithstanding paragraphs (b) and (c) of this section, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within 30 days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

H. SPECIAL CONTRACT REQUIREMENTS (Amendment A02)

H.1 Key Personnel

Key Personnel are required for performance under this IDIQ contract. The Contractor shall designate “Key Personnel” for this IDIQ contract. The Contractor shall provide Key Personnel according to qualifications outlined in *Table 4 – Key Personnel Matrix* to ensure adherence to all services outlined in this PWS. All Key Personnel shall be current full-time employees. Contingent hires will not be accepted as Key Personnel.

The Key Personnel who shall be working under this IDIQ shall be submitted with the proposal and also provided to the COR within ten (10) business days after IDIQ award. The COR will approve the Key Personnel proposed. Once approved the Key Personnel cannot be removed without the approval of the CO/COR and only when a replacement acceptable to the CO is made. Before replacing any individual designed as Key Personnel, the Contractor shall notify the CO no less than fifteen (15) calendar days in advance, submit written justification for replacement and provide the name and qualifications of a proposed substitute(s). FCC reserves the right to reject any proposed replacement that does not demonstrate extensive development in the Agile methodology and experience using many of the tools included in the FCC Toolset.

Designation of the Key Personnel assigned to the IDIQ by the Contractor must be clearly identified based upon associated position description and applicable labor rates. Resumes are required for all of the Key Personnel proposed.

Table 4 – Key Personnel Matrix (Amendment A02)

Key Position	Duties	Qualifications
Program Manager (PM) (Master)	Knowledge and ability to manage specialized medium and medium-to-large enterprise Information Technology and Information Management programs, involving multiple stakeholders, complex integration scenarios, and large project teams with diverse skill sets. Thorough understanding of all strategic and operational aspects of managing a large, complex organization, along with corresponding management methods, methodologies and philosophies. Capable of successfully applying theoretical/academic concepts of management and administration, as well as the R&D efforts, in concrete	<p>~EDUCATION: Master’s Degree (in any field) and 8+ years IT management and leadership experience, as described below -- OR -- Formal IT Certification Equivalent, as described below under “CERTIFICATION” and 10+ years IT management and leadership experience, as described below</p> <p>~EXPERIENCE: Must include IT management and leadership experience in technology solution delivery and experience in the management of Task Orders of this type, which involves multiple tasks, changing priorities, and timely action; experience with Agile methodologies and project management</p> <p>~CERTIFICATION: Project Management Professional (PMP)</p>

Key Position	Duties	Qualifications
	<p>contexts of the program. Carries the ultimate responsibility for a complex, medium and medium-to-large enterprise Information Technology/Information Management program with all its dependencies and constituent projects. Serves as the main point of contact for the client organization in regard to the program and all its performances. Provides the client with a comprehensive support pertaining to planning, establishing and sustaining continuous performance of all key aspects of the program.</p>	<p>required; Program Management Professional (PgMP) preferred</p>
<p>Project Manager (Senior)</p>	<p>Knowledgeable of and experienced with the full development lifecycle process via different methodologies and of different scales and complexities, including large-scale projects of an enterprise significance. Knowledge of project management techniques, tools, methodologies and approaches. Able to lead diverse technical teams of various sizes. Proficient in all key aspects of a project, including technical, financial, and communication. Develop overall work plans, schedules, evaluation criteria, and assist in utilizing resources in the most effective and efficient manner; confer with personnel in feasibility studies, systems, planning equipment scheduling, and activities as assigned. Enforce established applications programming, and documentation; review the work effectiveness, task effectiveness and compatibility with other projects in</p>	<p>~EDUCATION: Master's Degree and 6+ years IT management and leadership experience, as described below -- OR -- Formal IT Certification Equivalent, as described below under "CERTIFICATION" and 8+ years IT management and leadership experience, as described below</p> <p>~EXPERIENCE: Must include IT management and leadership experience in technology solution delivery and all of the following: experience in the management of leading and guiding technical staff with the familiarity of Agile, Lean, Kanban and DevOps philosophies; experience working with Software Development Life Cycles (SDLC) methodology; experience with application system analysis and systems maintenance that involves multiple tasks, changing priorities, and timely action; experience with Agile methodologies and Agile project management</p>

Key Position	Duties	Qualifications
	<p>related areas; supervise the preparation and administration of the budget for assigned areas of responsibility; participate in the preparation of the budget; develop, review, and enforce policies, practices and standards, including programming and documentation standards; review technical training needs for subordinate staff, plan activities implement training courses as appropriate and assure attendance by appropriate staff as required; maintain liaison with management and personnel; communicate, coordinate, and cooperate with staff members to assure that the Network and Information Services is operating at maximum efficiency; supervise and participate in the selection, training, and evaluation of staff members; perform related duties as assigned.</p>	<p>~CERTIFICATION: Project Management Professional (PMP) required</p>
<p>Application Architect (Senior)</p>	<p>Formulates and defines application scope and objectives. Prepares detailed specifications for applications. Responsible for application design, coding, testing, debugging and documentation. Technical knowledge and responsibility of all phases of application architecture and development. Understands analysis, design, build, implementation and delivery of end to end solutions. Understands the business or function for which application is designed. Instructing, directing and checking the work of other technical team members. Provides technical support and troubleshoots issues. Experience with variety of programming languages and databases.</p>	<p>EDUCATION: Master's Degree and 6+ years IT management experience, as described below -- OR -- Formal IT Application/Software and/or Machine Learning Development Certification Equivalent and 8+ years IT management experience, as described below</p> <p>~EXPERIENCE: Must include IT management on major tasks or technology assignments, and all of the following: experience establishing goals and plans that meet project objectives; experience with domain knowledge and expertise in decision-making and client negotiations interfacing with senior management; experience with IT application systems and platform customization in relevant delivery platforms; experience with open system architecture, reference models,</p>

Key Position	Duties	Qualifications
		application platforms, API workflow and information data; experience with Agile methodologies and Agile project management
Application Developer (Senior)	<p>Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others. Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and CASE tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques.</p>	<p>EDUCATION: Bachelor of Science Degree and 6+ years IT experience, as described below -- OR -- Formal IT Application/Software and/or Machine Learning Development Certification Equivalent and 8+ years IT experience, as described below</p> <p>~EXPERIENCE: Must include IT technical management experience on major tasks or technology assignments and all of the following: experience establishing goals and plans that meet project objectives; experience with domain knowledge and expertise in decision making and client negotiations interfacing with senior management; experience with IT application systems and platform customization in relevant delivery platforms; experience with complete Software Development Lifecycle (SDLC) support, coding application logic via various programming languages and Integrated Development Environments (IDE), and deploying applications via various Application Server platforms; experience with Agile methodologies and Agile project management</p>
Application Developer (Journeyman)	<p>Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable. Analyzes</p>	<p>~EDUCATION: Bachelor of Science Degree and 4+ years IT experience, as described below -- OR -- Formal IT Application/Software and/or Machine Learning Development Certification Equivalent and 6+ years IT experience, as described below</p> <p>~EXPERIENCE: Must include IT experience in technology solution delivery, and all of the following:</p>

Key Position	Duties	Qualifications
	<p>and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and CASE tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques.</p>	<p>experience in applying a comprehensive knowledge across key tasks and high impact assignments; experiencing planning major technology assignments and recommends major changes affecting project growth and success; experience applying technical expertise across multiple project assignments; complete experience with Software Development Lifecycle (SDLC) support, coding application logic via various programming languages and Integrated Development Environments (IDE), and deploying applications via various Application Server platforms; experience handling multiple tasks, changing priorities, and timely action; experience with Agile methodologies and Agile project management</p>

H.2 Personnel Staffing

The Contractor will be responsible for ensuring the stability and continuity of its staffing and meeting staffing coverage requirements for every task order placed under the IDIQ. The Contractor will include employee resumes during the security onboarding process to confirm their labor force adheres to the minimum education and experience requirements of the employee's assigned job position. The Contractor shall submit a monthly personnel list to the FCC Security Office and the COR on the first working day of each month. This report shall list all Contractor and subcontractor personnel working at the FCC under all current IDIQ orders in the immediately previous month.

H.3 Identification of Employees

All Contractor personnel attending meetings, answering Government telephones, and working in other situations where their Contractor status is not obvious to third parties are required to identify themselves as Contractor employees to avoid creating an impression in the minds of members of the public or Federal employees that they are Government officials. Contractor personnel will be required to obtain and wear badges in the performance of this IDIQ contract.

H.4 Security Requirements

All Contractor personnel who require access to FCC IT resources to perform work under this IDIQ must be U.S. citizens unless a waiver is granted. See clause LOCAL-24 *Contractor Employee Access to IT Resources*. In addition, Contractor personnel must be able to obtain and maintain throughout the life of the IDIQ, a public trust position, unless otherwise noted. See

clause LOCAL-1 *Security Requirements Suitability and Security Processing*.

H.5 Physical Security

The Contractor will be responsible for safeguarding all Government equipment, information, and property provided for use. At the close of each work period, Government facilities, equipment, and materials must be secured.

H.6 Key Control

The Contractor shall establish and implement methods of making sure all keys/key cards/lock combinations/Common Access Cards (CACs) issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. No keys/CACs issued to the Contractor by the Government shall be duplicated. The Contractor shall immediately report any occurrences of lost or duplicate keys/CACs to the Contracting Officer's Representative (COR).

H.7 Content

Requests for task order proposals (RTOPs) will be prepared by FCC and may include a detailed description of the goals to be accomplished and desired outcomes, in the form of a Performance Work Statement (PWS) with security instructions if any; any FCC inputs; expected completion date(s); a list of deliverables; and additional data, as appropriate, to assist the Contractor in understanding the task. For FFP tasks, dollar amounts will be assigned to each deliverable after award.

H.8 Changes/Deviations

Changes to task order contents, estimated costs, schedules and deliverables shall be documented by a revision/modification to the task order in the same manner as the basic task order. Only the Contracting Officer may authorize changes to the IDIQ and any resulting task order under this contract.

H.9 Quality Assurance Surveillance Plan (QASP)

The Government shall evaluate the Contractor's performance in accordance with the Quality Assurance Surveillance Plan (QASP) issued with each task order. This plan is primarily focused on what the Government shall do to ensure that the Contractor has performed in accordance with the performance standards and service levels applicable to each Task Order. It defines how the Contractor's compliance with the performance standards and service levels will be monitored, the frequency of surveillance, and the procedures for addressing performance issues.

H.10 Travel

Contractor travel within one hundred (100) miles of FCC HQ, Washington, DC, for work under this contract and on subsequent task order(s), shall be performed at no additional cost to the Government. If travel is required outside this radius it will be identified on a task order basis.

In the event that travel outside the 100-mile radius is required, it must be approved by the COR in advance, and the Contractor will be reimbursed for all approved official travel expenses as if a federal employee under the Federal Travel Regulation.

H.11 Specific Tasks

Contractors shall provide services and perform tasks in accordance with separately issued task order assignments as specified therein. Contractors shall not start performance on any requirement until the Contracting Officer issues a task order. The Contractor shall provide

Program/ Project Management Support; Application Development Support; and Extreme Programming Support.

H.12 Government-Furnished Property, Equipment, and Information

H.12.1 Facilities and Other Equipment

The Government will provide the necessary workspace for the Contractor's staff to provide the support set forth in the PWS to include desk space, telephones, and other items which, in the discretion of Government, are deemed necessary to facilitate performance.

H.12.2 Software

The Government will identify and provide on-site to Contractor personnel the approved software applications/systems required for the performance of the duties outlined in this PWS.

H.12.3 Software made available for Contractor's use

The Government, from time to time, may make certain software acquired under license available to the contractor for its use in the performance of this contract.

The Contractor is not authorized to violate any software licensing agreement, or to cause the Government to violate any licensing agreement. If at any time during the performance of this contract, the Contractor has reason to believe that its use of Government furnished software may involve or result in a violation of FCC's licensing agreement, the Contractor shall promptly notify the CO in writing of the pertinent facts and circumstances. Pending direction from the CO, the Contractor shall continue to perform to the full extent possible without using the software in question.

The above also applies to the subcontractors.

H.12.4 Computer Equipment

The Government will provide use of Government equipment necessary for Contractor's personnel to complete task requirements and deliverables. This equipment will include a computer workstation, virtual desktop infrastructure (VDI) machine, or laptop (and required peripheral equipment, including one monitor, keyboard, mouse and printer access) for each member of the proposed Contractor's staff working on-site at the FCC HQ. Mobile devices will not be issued to Contractor's personnel, however, the application(s) necessary for mobile device access to services required for Contractor performance will be provided by the FCC.

H.12.5 Information

The Government will provide the required access to information repositories necessary for Contractor's personnel to complete task requirements and deliverables, such as systems lists, Standard Operating Procedures (SOPs), design documents, and templates. See the Solicitation Attachments and Technical Exhibits to this PWS. The Contractor should notify the Government of any information gaps or access issues as soon as they are identified.

H.13 Contractor-Furnished Items

The Contractor shall furnish all supplies, equipment, facilities, and services required to perform work under this task order that are not listed under H.12 of the PWS.

H.14 Applicable Publications

During the performance of task order(s) under this contract the Contractor shall comply with all applicable Federal Information Security Management Act (FISMA), National Institute of Standards and Technology (NIST), Government Performance and Results Act of 1993 (GRPA), and Clinger-Cohen (formerly Information Technology Management Reform Act- ITMRA) regulations, directives, instructions, and manuals.

The Contractor shall review the FCC Cyber Security Policy and perform all required processes and tasks thereunder that are applicable to the order(s).

The Contractor shall abide by all applicable regulations, publications, manuals, policies, and procedures including, at a minimum, documents listed in the Table 5 below (as updated from time to time), when performing the order.

Table 5 - Applicable Publications

ID	TITLE/URL
ANSI/EIA-632	American National Standards Institute/Electronic Industries Alliance, Process for Engineering a System
ANSI/EIA-649B	American National Standards Institute/Electronic Industries Alliance, Configuration Management Standard
ASME Y14.100-2017	American Society of Mechanical Engineers, Engineering Drawing Practices
FIPS PUB 200	Minimum Security Requirements for Federal Information and Information Systems
HSPD-12	Homeland Security Presidential Directive 12, Policy for a Common Identification Standard for Federal Employees and Contractors
IEEE 14764 – 2006	International Standard for Software Engineering - Software Life Cycle Processes – Maintenance
IEEE 21841 – 2019	ISO/IEC/IEEE International Standard - Systems and software engineering -- Taxonomy of systems of systems
ISO/IEC/IEEE 15288	Institute of Electrical and Electronics Engineers/ Electronic Industries Alliance, Systems and software engineering-Software life cycle processes
ISO 9000:2015	International Organization for Standardization, Quality Management Principles
ISO/IEC/IEEE 12207:2017 ISO/IEC 12207:2008	International Organization for Standardization/International Electrotechnical Commission– Systems and software engineering – Software life cycle processes
ISO/IEC/IEEE 15288: 2015	International Organization for Standardization/International Electrotechnical Commission/Institute of Electrical and Electronics Engineers, Systems and Software Engineering-System life cycle processes
ITIL v4	Information Technology Infrastructure Library (ITIL) version 3
NFPA 70: NEC	National Fire Protection Association, National Electrical Code, 2017 Edition
NISPOM	National Industry Security Program Operating Manual, May 18, 2016
NIST 800-18	National Institute of Standards and Technology Special Publication 800-18, “Guide for Developing Security Plans for Federal Information Systems (GSSP)”, Revision 1, February 2006

ID	TITLE/URL
NIST 800-37	National Institute of Standards and Technology Special Publication 800-37, "Risk Management Framework for Information Systems and Organizations: A System Life Cycle Approach for Security and Privacy", Revision 2, December 2018 National Institute of Standards and Technology Special Publication 800-37, "Guide for Applying the Risk Management Framework to Federal Information Systems", Revision 1, 5 June 2014
NIST 800-53	National Institute of Standards and Technology Special Publication 800-53, "Assessing Security and Privacy Controls in Federal Information Systems and Organizations", Revision 4, April 2013
OMB Circular A-130	Office of Management and Budget Circular A-130, Management of Federal Information Resources, 28 July 2016
Section 508	Section 508, Amendment to the Rehabilitation Act of 1973
TIA/EIA-232-F	Telecommunications Industry Association/Electronic Industries Alliance Recommended Standard 232, Interface Between Data Terminal Equipment and Data Circuit-Terminating Equipment Employing Serial Binary Data Interchanges
TIA/EIA TSB-31:2011	Telecommunications Industry Association/Electronic Industries Alliance, Technical Systems Bulletin 31, Telecommunications Telephone Terminal Equipment Rationale and Measurement Guidelines for U.S. Network Protection

I. CONTRACT CLAUSES (Amendment A02)

I.1 NOTICE LISTING CONTRACT CLAUSE INCORPORATED BY REFERENCE

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR "52.252-2 Clauses Incorporated by Reference" in Section I of this contract.

See FAR 52.252-2 for an internet address for electronic access to the full text of a clause.

NUMBER	TITLE	DATE
52.202.-1	Definitions	Nov 2013
52.203-13	Contractor Code of Business Ethics and Conduct	Oct 2015
52.204-7	System for Award Management	Oct 2018
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	Oct 2015
52.212-1	Instructions to Offerors – Commercial Items	Oct 2018
52.212 – 3	Offeror Representations and Certifications Commercial Items	Oct 2018
52.212 -4 Alt I	Contract Terms and Conditions Commercial Items	Jan 2017

RFP Application Development Support Services

52.212-5	Contract Terms and Conditions Required to Implement Statutes or Executive Orders – Commercial Items	Aug 2019
52.215-8	Order of Precedence – Uniform Contract Format	Oct 1997
52.215-11	Price Reduction for Defective Cost or Pricing Data Modification	Aug 2011
52.215-13	Subcontractor Cost or Pricing Data – Modifications	Oct 2010
52.215-19	Notification of Ownership Changes	Oct 1997
52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data – Modifications	Oct 2010
52.216-7	Allowable Cost and Payment	Aug 2018
52.216-18	Ordering	Oct 1995
52.216-19	Ordering Limitations	Oct 1995
52.216-22	Indefinite Quantity	Oct 1995
52.216-27	Single or Multiple Awards	Oct 1995
51.216-31	Time-and-Materials/Labor Hour Proposal Requirements- Commercial Item Acquisition	Feb 2007
52.217-4	Evaluation of Options Exercised at Time of Contract Award	June 1988
52.217-5	Evaluation of Options	Jul 1990
52.219 – 8	Utilization of Small Business Concerns	Oct 2018
52.219 -9	Small Business Subcontracting Plan	Aug 2018
52.219 -9	Small Business Subcontracting Plan (ALT II)	Nov 2016
52.219-25	Reserved	
52.222-3	Contract Labor	June 2003
52.222-25	Affirmative Action Compliance	Apr 1984
52.223-6	Drug-Free Workplace	May 2001
52.224-1	Privacy Act Notification	Apr 1984
52.224-2	Privacy Act	Apr 1984
52.227-14	Rights in Data – General	May 2014
52.227-19	Commercial Computer Software License	Dec 2007
52.230-2	Cost Accounting Standards	Oct 2015
52.230-3	Disclosure and Consistency of Cost Accounting Practices	Oct 2015
52.230-6	Administration of Cost Accounting Standards	Jun 2010

52.232-1	Payments	Apr 1984
52.232-7	Payments under Time-and-Materials and Labor Hour Contracts	Aug 2012
52.232-18	Availability of Funds	Apr 1984
52.232-25	Prompt Payment	Jan 2017
52.232-39	Unenforceability of Unauthorized Obligations	Jun 2013
52.237-3	Continuity of Services	Jan 1991
52.242-17	Government Delay of Work	Apr 1984
52.243-1	Changes-Fixed-Price	Aug 1987
52.243-3	Changes-Time-and-Materials or Labor Hours	Sept 2000
52.243-4	Changes	Jun 2007
52.245-1	Government Property	Jan 2017
52.246-23	Limitation of Liability	Feb 1997

I.2 52.217-8 Option to Extend Services (Nov 1999)

The Government may require continue performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed six (6) months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days before the contract expires.

I.3 52.217 -9 Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days before the contract expires; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 60 months.

J. LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS

Attachment Number	Description of Document
1	Attachment A – Pricing Sheet IDIQ
2	Attachment B – Labor Category Description
3	Attachment C – Offeror Question Template
4	Attachment D – Past Performance Questionnaire

5	Technical Exhibit 1 – Sample Deliverables
6	Technical Exhibit 2 – FCC Platforms and Cloud Platform Architecture
7	Technical Exhibit 3 – Technical Business Application List
8	Technical Exhibit 4 – EPP SD
9	Technical Exhibit 5 – Technologies List

K. REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS OR RESPONDENTS

K.1 FAR Clause 52.212-3 Offeror Representations and Certifications—Commercial Items