

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 22, 24, & 30				1. REQUIREMENT NUMBER RU10-08-00218		PAGE OF 1 14					
2. CONTRACT NO. HSHQDC-06-D-00026		3. AWARD EFFECTIVE DATE		4. ORDER NUMBER HSHQDC-08-J-00089		5. SOLICITATION NUMBER HSHQDC-07-Q-00081		6. SOLICITATION ISSUE DATE 03/27/2007			
7. FOR SOLICITATION INFORMATION CALL:		8. NAME TERRY WINTERS		9. TELEPHONE NUMBER (No. in parentheses) 202-447 (6/2)		10. OFFER DUE DATE/LOCAL TIME					
11. DELIVERY FOR POST DESTINATION UNLESS BLOCK 16 MARKED <input type="checkbox"/> SEE SCHEDULE				12. DISCOUNT TERMS Net 30		13a. THIS CONTRACT IS A RATED ORDER UNDER DFARS (15 CFR 708)		13b. RATING			
14. METHOD OF SOLICITATION <input type="checkbox"/> RFP <input type="checkbox"/> CFP <input type="checkbox"/> RFQ				15. DELIVER TO CODE DHS Department of Homeland Security 245 Murray Lane Bldg. 410 Washington DC 20528		16. ADMINISTERED BY CODE DHS/OPO/ITAC Department of Homeland Security Office of Procurement Ops. (ITAC) 245 Murray Drive Bldg. 410 Washington DC 20528		17. CONTRACTOR OFFEROR CODE 0547812400000 FACILITY CODE			
18. PAYMENT WILL BE MADE BY CODE DHS-MANAGEMENT Department of Homeland Security Departmental Operations Branch Room 3621 245 Murray Lane, SW Building 410 Washington DC 20528				19. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		20. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 16 UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
21. ITEM NO.		22. SCHEDULE OF SUPPLIES/SERVICES		23. QUANTITY		24. UNIT		25. UNIT PRICE		26. AMOUNT	
		DUNS Number: 054781240-0000 This Task Order is a Bridge Task order to continue Stennis Data Center Support Services up to and including 31 January 2009 to include all option periods and optional CLIN's if exercised by the Government. All Not to Exceed amounts shall be adhered to. NTE amounts shall not be exceeded unless specifically approved by the Contracting Officer by written and agreed upon task order modification. (Use Reverse and/or Attach Additional Sheets as Necessary)									
27. ACCOUNTING AND APPROPRIATION DATA See schedule								28. TOTAL AWARD AMOUNT (For Govt Use Only) \$2,353,067.72			
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDUM <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED						<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-6 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED					
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.						<input checked="" type="checkbox"/> 29. AWARD OF CONTRACT REF. OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5) INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN IS ACCEPTED AS TO ITEMS.					
30. SIGNATURE OF OFFEROR/CONTRACTOR Anne White, Sr. Contract Manager						31. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) (b(6))					
32. NAME AND TITLE OF SIGNER (Type or Print) (b(6))				33. DATE SIGNED 3/28/08		34. NAME OF CONTRACTING OFFICER (Type or Print) Irma L. Scott		35. DATE SIGNED 3/28/2008			

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
0001	Accounting Info: (b(2)) (b(2)) Period of Performance: 04/01/2008 to 01/31/2009 Base Period (4 months) O&M This is a NOT to EXCEED CLIN Award Type: Time-and-materials Delivery: 1 Days After Award Period of Performance: 04/01/2008 to 07/31/2008				2,223,747.72
0001AA	TRAVEL: Contractor travel shall be required to support this task order. All travel required by the Government outside the local commuting area(s) will be reimbursed to the Contractor in accordance with the Federal Travel Regulations. This is a NOT to Exceed CLIN Period of Performance: 04/01/2008 to 07/31/2008				129,320.00
0002	OPTION I O&M This is a NOT to EXCEED CLIN Award Type: Time-and-materials Amount: \$1,006,581.52 (Option Line Item) Product/Service Code: D301 Product/Service Description: ADP FACILITY OPERATION & MAINT. SERVICE Period of Performance: 08/01/2008 to 09/30/2008 Continued ...	1	LO	1,006,581.52	0.00

32a. QUANTITY IN COLUMN 21 HAS BEEN RECEIVED INSPECTED NOTED: _____ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE _____ 32c. DATE _____ 32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE _____

32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE _____ 32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE _____
 32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE _____

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER _____ 39. S/R VOUCHER NUMBER _____ 40. PAID BY _____

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	41c. DATE	42a. RECEIVED BY (Print)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		42b. RECEIVED AT (Location)	
		42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS

NAME OF OFFEROR OR CONTRACTOR
SCIENCE APPLICATIONS INTERNATIONAL CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0002AA	TRAVEL: Contractor travel shall be required to support this task order. All travel required by the Government outside the local commuting area(s) will be reimbursed to the Contractor in accordance with the Federal Travel Regulations. This is a NOT to EXCEED CLIN Amount: \$70,000.00 (Option Line Item) Period of Performance: 08/01/2008 to 09/30/2008				0.00
0003	OPTION II O&M This a NOT to EXCEED CLIN Award Type: Time-and-materials Amount: \$1,001,113.12 (Option Line Item) Product/Service Code: D301 Product/Service Description: ADP FACILITY OPERATION & MAINT. SERVICE Period of Performance: 10/01/2008 to 11/30/2008	1	LO	1,001,113.12	0.00
0003AA	TRAVEL: Contractor travel shall be required to support this task order. All travel required by the Government outside the local commuting area(s) will be reimbursed to the Contractor in accordance with the Federal Travel Regulations. This is a NOT to EXCEED CLIN Amount: \$70,000.00 (Option Line Item) Period of Performance: 04/01/2008 to 07/31/2008				0.00
0004	OPTION III O&M This is a NOT to EXCEED CLIN Award Type: Time-and-materials Amount: \$998,378.92 (Option Line Item) Product/Service Code: D301 Product/Service Description: ADP FACILITY OPERATION & MAINT. SERVICE Period of Performance: 12/01/2008 to 01/31/2009	1	LO	998,378.92	0.00
0004AA	TRAVEL: Contractor travel shall be required to support this task order. All travel required by the Government outside the local commuting area(s) will be reimbursed to the Contractor in accordance with the Federal Travel Regulations. This is a NOT to EXCEED CLIN Amount: \$70,000.00 (Option Line Item) Continued ...				0.00

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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Optional Sub CLIN's 0005, 0006, 0007 and 0008 if exercised by the government during the Period of Performance up to and including January 31, 2009 for Application Maintenance and Management Support in reference to the Measles Chart provided in the SOW. Contractor Price Summary - All Periods dated March 20, 2008 are hereby incorporated for pricing and negotiation purposes. Optional CLINS will be negotiated at the time the government chooses to exercise the optional CLINS. The government reserves the right to negotiate Firm Fixed Price.				
0005AA	DHSQI Amount: \$1,533,273.02 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008	1	LO	1,533,273.02	0.00
0005AB	FHYPS Amount: \$95,256.80 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008	1	LO	95,256.80	0.00
0005AC	CRCL-EEO Eagle (EAGLE)/ Hawk/ Tracking Amount: \$385,615.20 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008	1	LO	385,615.20	0.00
0005AD	CHCO Amount: \$95,256.80 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008	1	LO	95,256.80	0.00
0005AE	MBIT Amount: \$25,707.68 (Option Line Item) Product/Service Code: D399 Continued ...	1	LO	25,707.68	0.00

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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008				
0005AF	TRAVEL Travel required for CLINS 5AA, 5AB and 5AC Amount: \$17,634.16 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008	1	LO	17,634.16	0.00
0005AG	General Business Applications Management Amount: \$141,267.00 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008	1	LO	141,267.00	0.00
0005AH	New O&M Systems Support Amount: \$211,804.40 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008	1	LO	211,804.40	0.00
0006AA	DHSO Amount: \$135,667.16 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 08/01/2008 to 09/30/2008	1	LO	135,667.16	0.00
0006AB	FHYP Amount: \$48,645.20 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 08/01/2008 to 09/30/2008	1	LO	48,645.20	0.00
0006AC	CRCL-EEO Eagle (EAGLE)/ Hawk/ Tracking Amount: \$197,020.50 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 08/01/2008 to 09/30/2008 Continued ...	1	LO	197,020.50	0.00

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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0006AD	CHCO Amount: \$48,645.20 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 08/01/2008 to 09/30/2008	1	LO	48,645.20	0.00
0006AE	MBIT Amount: \$13,134.70 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 08/01/2008 to 09/30/2008	1	LO	13,134.70	0.00
0006AF	TRAVEL Travel required for CLINS 6AA, 6AB and 6AC Amount: \$8,817.08 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 04/01/2008 to 07/31/2008	1	LO	8,817.08	0.00
0006AG	General Business Applications Management Amount: \$64,938.80 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 08/01/2008 to 09/30/2008	1	LO	64,938.80	0.00
0006AH	New O&M Systems Support Amount: \$108,081.50 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 08/01/2008 to 09/30/2008	1	LO	108,081.50	0.00
0007AA	DHSOI Amount: \$135,667.16 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 10/01/2008 to 11/30/2008	1	LO	135,667.16	0.00
0007AB	FHYP Amount: \$48,645.20 (Option Line Item) Product/Service Code: D399 Continued ...	1	LO	48,645.20	0.00

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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 10/01/2008 to 11/30/2008				
0007AC	CRCL-EEO Eagle (EAGLE)/ Hawk/ Tracking Amount: \$197,020.50 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 10/01/2008 to 11/30/2008	1	LO	197,020.50	0.00
0007AD	CHCO Amount: \$48,645.20 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 10/01/2008 to 11/30/2008	1	LO	48,645.20	0.00
0007AE	MBIT Amount: \$13,134.70 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 10/01/2008 to 11/30/2008	1	LO	13,134.70	0.00
0007AF	TRAVEL Travel required for CLINS 7AA, 7AB and 7AC Amount: \$8,817.08 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 10/01/2008 to 11/30/2008	1	LO	8,817.08	0.00
0007AG	General Business Applications Management Amount: \$64,938.80 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 10/01/2008 to 11/30/2008	1	LO	64,938.80	0.00
0007AH	New O&M Systems Support Amount: \$108,081.50 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 10/01/2008 to 11/30/2008 Continued ...	1	LO	108,081.50	0.00

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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0008AA	DHSOI Amount: \$135,667.16 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 12/01/2008 to 01/31/2009	1	LO	135,667.16	0.00
0008AB	FHYPS Amount: \$48,645.20 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 12/01/2008 to 01/31/2009	1	LO	48,645.20	0.00
0008AC	CRCL-EEO Eagle (EAGLE)/ Hawk/ Tracking Amount: \$197,020.50 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 12/01/2008 to 01/31/2009	1	LO	197,020.50	0.00
0008AD	CHCO Amount: \$48,645.20 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 12/01/2008 to 01/31/2009	1	LO	48,645.20	0.00
0008AE	MBIT Amount: \$13,134.70 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 12/01/2008 to 01/31/2009	1	LO	13,134.70	0.00
0008AF	TRAVEL Travel required for CLINS 8AA, 8AB and 8AC Amount: \$8,817.08 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 12/01/2008 to 01/31/2009	1	LO	8,817.08	0.00
0008AG	General Business Applications Management Amount: \$64,938.80 (Option Line Item) Continued ...	1	LO	64,938.80	0.00

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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0008AH	<p>Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 12/01/2008 to 01/31/2009</p> <p>New O&M Systems Support Amount: \$108,081.50 (Option Line Item) Product/Service Code: D399 Product/Service Description: OTHER ADP & TELECOMMUNICATIONS SERVICES Period of Performance: 12/01/2008 to 01/31/2009</p> <p>The total amount of award: \$9,949,806.76. The obligation for this award is shown in box 26.</p>	1	LO	108,081.50	0.00

DHS Stennis Data Center Interim Operation and Maintenance Statement of Work

C.1.0 BACKGROUND – DHS is in the process of awarding a new technical services task order through EAGLE for Operation and Maintenance (O&M) at the Stennis Data Center. This interim task order will allow continuity in the delivery of existing information assurance, operations and maintenance, technical support, and relocation services for critical DHS IT systems, applications and services. The continuation of these activities are critical to maintain current levels of support and to provide sufficient time for those services to be transitioned to the awardee of the DHS new support task order. Further, this interim task order will ensure the availability of critical IT services delivered to DHS and its customers involved in protecting our domestic security.

C.2.0 OBJECTIVE – The objective of this task order is to ensure the seamless delivery of existing information assurance, operations and maintenance, technical support, and relocation services for critical DHS IT systems and infrastructure moved from other DHS datacenters to Stennis Space Center, MS.

C.3.0 SCOPE – This Statement of Work (SOW) defines contractor services required to continue existing technical support and O&M efforts. It further ensures that existing services can be provided at the Stennis datacenter supporting the relocation of IT systems, applications, and services from other DHS Data Centers.

C.4.0 TASKS – The contractor shall provide all necessary labor and services, except as otherwise furnished or indicated by the Government, for the continued efficient operations and maintenance of the teleprocessing environment and equipment located at the Stennis Data Center. This includes the necessary services for continued support of DHS efforts to relocate IT systems, applications and services from other DHS Data Centers to the Stennis datacenter.

C.4.1 The Contractor shall identify the necessary labor and satisfy all requirements to continue the full range of Stennis Data Center O&M and systems and services relocation responsibilities on 1 April 2008. The Contractor must be fully staffed at that time. Provided below is an inventory of the Stennis Data Center applications, which identifies each application's level of support and other application details.

C.4.2 The contractor shall prepare and provide DHS relevant documentation pertaining to O&M activities; including: O&M approach; support levels; service level agreements (SLAs); system performance requirements/metrics; etc.

C.4.3 The Contractor shall implement a trouble ticketing and reporting capability and processes to record and report to DHS all O&M actions/occurrences/issues, including system outages, system anomalies, repairs, integration of new applications, hardware/software upgrades, resource limitations, etc. Scheduled system modifications will be approved through the DHS Engineering Review Group or other identified configuration control body. System changes needed for outage recovery efforts will be approved by the COTR-designated points of contact.

C.4.4 The Contractor shall provide monitoring tools sufficient to identify, isolate and react to incidents. DHS at its option may provide the Contractor with access to proactive monitoring tools.

C.4.5 The Contractor shall assist with the planning, scheduling, and oversight of the transfer of applications and systems to the Stennis Data Center.

C.4.5.1 Provide cost estimates to DHS for IT infrastructure, equipment, and services at the Stennis Data Center, required to support the relocation and continued operations and maintenance of DHS applications and systems.

C.4.5.2 Provide logistics and oversight support including points of contact and project management for basic level services as requested to support DHS deployments. This includes the development of technical specifications from business requirements and necessary coordination with National Center for Critical Information Processing and Storage (NCCIPS) personnel to ensure the infrastructure and components are provisioned in accordance with agreed to schedule, cost, and quality standards.

C.4.5.3 Acquire assets as directed by the COTR to meet requirements, as applicable.

C.4.5.4 Assist with the installation and testing of new circuits, equipment, troubleshooting, and cabling.

C.4.5.5 Troubleshooting, power up/down, performing diagnostics, labeling and identifying of cables and equipment in accordance with standard naming conventions.

C.4.5.6 Coordinate with vendors for access to the equipment.

C.4.5.7 Install, configure, test and document the basic system including, but not limited to, racks, cabinets, servers, storage, backup, and network systems.

C.4.5.8 Assemble, install, and ground racks. Populate racks with equipment, such as servers, patch panels, and other networking equipment in accordance with DHS provided or mutually agreed upon computer infrastructure design; interconnect hardware devices; and provide ongoing rack and stack for O&M. Provide cable management within the

equipment racks, assemble, install, connect and test data cables, such as Ethernet and fiber.

C.4.5.9 Connect devices to the power grid and LAN infrastructure as specified in the DHS configuration documentation.

C.4.5.10 Configure the hardware systems based on DHS provided configuration guidelines. Document and provide updates to the as-built documentation to the DHS Project Manager for incorporation into the system master baseline. Maintain configuration information resulting from maintenance or change implementations.

C.4.6 The Contractor shall provide information assurance services necessary to meet all Federal and DHS policies, regulations and guidelines related to information systems management and security.

C.4.7 The Contractor shall provide knowledge transfer and services necessary to ensure seamless transition of all activities to the awardee of the Stennis Technical Services Contract.

C.4.8 The Contractor shall provide monthly invoicing and billing reports of actual expenses by DHS component for services rendered. This includes but is not limited to support hours by project and labor category, relative to the actual expenditures, and in accordance with DHS requirements.

C.5.0 DELIVERABLES – The Contractor shall submit their recommended list of task order deliverables and deliverable contents, as part of their Proposal. At a minimum these deliverables will include:

C.5.1 A WBS including labor categories, work hours, hourly costs, and travel and expenses necessary to maintain current levels of support on a period of performance.

C.5.2 Formal and informal daily, weekly and monthly status reports; outlining progress, performance, and costs; broken down by project, task, and labor categories.

C.5.3 Cost estimate and plan associated with the implementation and maintenance of monitoring tools sufficient to identify, isolate and react to incidents.

C.6.0 INSPECTION AND ACCEPTANCE CRITERIA – Final inspection and acceptance of all work performed, reports and other deliverables will be performed at the place of delivery by the COTR. General quality measures, as set forth below, will be applied to each work product received from the contractor under this statement of work.

C.6.1 Accuracy – Work products shall be accurate in presentation, technical content, and adherence to accepted elements of style.

C.6.2 Clarity – Work products shall be clear and concise. All diagrams shall be easy to understand and relevant in supporting the narrative.

C.6.3 Consistency to Requirements – All work products must satisfy the requirements of this statement of work.

C.6.4 File Editing – All text and diagrammatic files shall be editable by the Government.

C.6.5 Format – Work products shall be submitted in hard copy, where applicable, and in media mutually agreed upon prior to submission. Hard copy formats shall follow any specified Directives or Manuals already established by DHS.

C.6.6 Timeliness – Work products shall be submitted on or before the due date specified in this statement of work or submitted in accordance with a later scheduled date determined by the Government.

C.7.0 TASK ORDER TYPE – This is a time and materials task order.

C.8.0 PERIOD OF PERFORMANCE – The base period of performance is for 4 months with 3 two month option periods.

Base Period 1 April 2008 through July 31, 2008.

Option 1 1 August 2008 through September 30, 2008.

Option 2 1 October 2008 through November 30, 2008.

Option 3 1 December 2008 through January 31, 2009

C.9.0 PLACE OF PERFORMANCE – Stennis Data Center, located at Stennis Space Center in Mississippi.

C.9.1 TRAVEL- Contractor travel shall be required to support this task order. All travel required by the Government outside the local commuting area(s) of 50 miles will be reimbursed to the Contractor in accordance with the Federal Travel Regulations. The Contractor shall be responsible for obtaining COTR approval (e-mail is acceptable) for all reimbursable travel in advance of each travel event. The Contractor's request for travel shall be in writing and contain the dates, locations and estimated costs of the travel. The Contractor shall, to the maximum extent practicable, minimize overall travel costs by taking advantage of discounted airfare rates available through advance purchase. Travel performed for personal convenience or daily travel to and from work at the Contractor's facility or local Government facility (i.e., designated work site) shall not be reimbursed hereunder. Costs associated with Contractor travel shall be in accordance with FAR Part 31.205-46, Travel Costs.

C.10.0 GOVERNMENT FURNISHED EQUIPMENT (GFE)/PROPERTY (GFP)/INFORMATION (GFI) – The Contractor must submit a written request to DHS to obtain GFE, GFP and/or GFI that is deemed necessary to complete their task(s). All GFE, GFP and GFI shall be returned to the government at the completion of this task order.

C.11.0 SECURITY FOR SENSITIVE REQUIREMENTS

C.11.1 GENERAL – Security Requirements. Security Requirements (Aug 1996)

(a) This clause applies to the extent that this contract involves access to information classified “Secret.”

(b) The Contractor shall comply with—

(1) The Security Agreement (DD Form 441), including the *National Industrial Security Program Operating Manual* (DoD 5220.22-M); and

(2) Any revisions to that manual, notice of which has been furnished to the Contractor.

(c) If, subsequent to the date of this contract, the security classification or security requirements under this contract are changed by the Government and if the changes cause an increase or decrease in security costs or otherwise affect any other term or condition of this contract, the contract shall be subject to an equitable adjustment as if the changes were directed under the Changes clause of this contract.

(d) The Contractor agrees to insert terms that conform substantially to the language of this clause, including this paragraph (d) but excluding any reference to the Changes clause of this contract, in all subcontracts under this contract that involve access to classified information.

C.11.2 CONTRACTOR PERSONNEL

C.11.2.1 EMPLOYMENT ELIGIBILITY

The Contractor shall ensure that each employee working on this task order possess a social security card that has been approved and issued by the Social Security Administration. The Contractor shall be responsible to the Government for acts and omissions of his employees as well as Subcontractor(s) and their employees. Subject to existing law, regulations and/or other provisions of this task order, illegal or undocumented aliens shall not be employed by the Contractor or perform on this task order. The Contractor shall ensure this provision is expressly incorporated into any and all subcontracts or subordinate agreements issued in support of this contract.

C.11.2.2 CONTINUED ELIGIBILITY

DHS reserves the right to deny and/or restrict entrance to government facilities, prohibit employees from assigned work under the contract, deny and/or restrict handling of classified documents/material to any Contractor employee who DHS determines to present a risk of compromising sensitive Government information. The Contractor shall report to the DHS Security Office any and all adverse information brought to their attention concerning employees performing under this contract. Reports based on rumor or innuendo shall not be included. The subsequent termination of employment of an employee does not obviate the requirement to submit this report. The report shall include the employee’s name and social security number, along with the adverse information being reported

C.11.2.3 TERMINATION

The DHS Security Office shall be notified of all terminations/resignations within five (5) days of occurrence. The Contractor shall return to the Contracting Officer Technical

Representative (COTR) all DHS issued identification cards and building passes that have either expired or have been collected from terminated employees. If an identification card or building pass is not available to be returned, a report shall be submitted to the COTR, referencing the pass or card number, name of individual to who it was issued and the last known location and disposition of the pass or card.

C.11.4 SECURITY MANAGEMENT

The Contractor shall appoint a senior official to act as a Security Officer. The individual shall interface with the DHS Security Office through the COTR on all security matters, to include physical, personnel, and protection of all sensitive documents/material handled by the Contractor.

The COTR and DHS Security Office will have the right to inspect procedures, methods and facilities utilized by the Contractor to comply with the security requirements under this contract. Should the COTR or DHS Security Office determine the Contractor is not in compliance with the security requirements of the contract, the Contracting Officer will notify the Contractor, in writing, of the appropriate action that will be taken to rectify any non-compliance to the contract security requirements.

C.11.5 SUITABILITY DETERMINATION

DHS shall exercise full control over granting, denying, withholding or terminating unescorted government facility and/or access to or handling of both classified and sensitive Government information to Contractor employees based upon the results of a background investigation. DHS may, as deems appropriate, authorize and grant a favorable entry on duty (EOD) decision based on preliminary security checks. The favorable EOD decision would allow the employees to commence work temporarily prior to the completion of the full investigation. The granting of a favorable EOD decision shall not be considered as assurance that a full employment suitability authorization will follow as a result thereof. The granting of a favorable EOD decision or a full employment suitability determination shall in no way prevent, preclude, or bar the withdrawal or termination of any such access by DHS, at any time during the term of the contract. No employee of the Contractor shall be allowed unescorted access to a Government facility without a favorable EOD decision or suitability determination by the Security Office. Contract employees assigned to the contract not requiring access to sensitive DHS information or recurring access to DHS facilities will not be subject to security suitability screening.

Contract employees waiting for an EOD decision may begin work on the contract provided they do not access sensitive Government information. Limited access to Government buildings is allowable prior to the EOD decision if the Contractor is escorted by a Government employee. This limited access is to allow Contractors to attend briefings, non-recurring meetings and begin transition work.

C.11.6 BACKGROUND INVESTIGATIONS

Contract employees (to include applicants, temporaries, part-time and replacement employees) under the task order, requiring access to sensitive information, shall undergo

a position sensitivity analysis based on the duties each individual will perform on the task order. The results of the position sensitivity analysis shall identify the appropriate background investigation to be conducted. All background investigations will be processed through the DHS Security Office. Prospective Contractor employees shall submit the following completed forms to the DHS Security Office through the COTR no less than thirty (30) days before the start date of the contract or thirty (30) days prior to entry on duty of any employees, whether a replacement, addition, subcontractor employee, or vendor:

- a. Standard Form 85P, "Questionnaire for Public Trust Positions"
- b. FD Form 258, "Fingerprint Card" (2 copies)
- c. Conditional Access To Sensitive But Unclassified Information Non-Disclosure Agreement
- d. Disclosure and Authorization Pertaining to Consumer Reports Pursuant to the Fair Credit Reporting Act

Required forms will be provided by DHS at the time of award of the contract. Only complete packages will be accepted by the DHS Security Office. Specific instructions on submission of packages will be provided upon award of the contract.

Be advised that unless an applicant requiring access to sensitive information has resided in the US for three of the past five years, the Government may not be able to complete a satisfactory background investigation. In such cases, DHS retains the right to deem an applicant as ineligible due to insufficient background information.

The use of Non-U.S. citizens, including Lawful Permanent Residents (LPRs), is not permitted in the performance of this contract for any position that involves access to or development of any DHS Information Technology (IT) systems. DHS will consider only U.S. Citizens and LPRs for employment on this contract. DHS will not approve LPRs for employment on this contract in any position that requires the LPR to access or assist in the development operation, management or maintenance of DHS IT systems. By signing this contract, the Contractor agrees to this restriction. In those instances where other non-IT requirements contained in the contract can be met by using LPRs, those requirements shall be clearly described.

C.11.7 INFORMATION TECHNOLOGY SECURITY CLEARANCE

When sensitive government information is processed on Department telecommunications and automated information systems, the Contractor shall provide for the administrative control of sensitive data being processed and adhere to the procedures governing such data as outlined in "DHS IT Security Program – Publication DHS MD 4300.Pub". Contractor personnel must have favorably adjudicated background investigations commensurate with the defined sensitivity level.

Contractors who fail to comply with Department security policy are subject to having their access to Department IT systems and facilities terminated, whether or not the failure results in criminal prosecution. Any person who improperly discloses sensitive information is

subject to criminal and civil penalties and sanctions under a variety of laws (e.g., Privacy Act).

C.11.8 INFORMATION TECHNOLOGY SECURITY TRAINING AND OVERSIGHT

All Contractor employees using Department automated systems or processing Department sensitive data shall be required to receive Security Awareness Training. This training will be provided by the appropriate component agency of DHS.

Contractors involved with management, use, or operation of any IT systems that handle sensitive information within or under the supervision of the Department, shall receive periodic training at least annually in security awareness and accepted security practices and systems rules of behavior. Department Contractors, with significant security responsibilities, shall receive specialized training specific to their security responsibilities annually. The level of training shall be commensurate with the individual's duties and responsibilities and is intended to promote a consistent understanding of the principles and concepts of telecommunications and IT systems security.

All personnel who access Department information systems will be continually evaluated while performing these duties. Supervisors should be aware of any unusual or inappropriate behavior by personnel accessing systems. Any unauthorized access, sharing of passwords, or other questionable security procedures should be reported to the local Security Office or Information System Security Officer (ISSO).

C.11.9. REFERENCES

DHS Office of Security
Personnel Security Staff
Attn: Ora Smith
Washington DC 20528
Telephone: (202) 447-(b)(2)

C.12 ACCESSIBILITY REQUIREMENTS

C.12.1 GENERAL –39.203 Applicability.

(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.

(b)(1) Exception determinations are required prior to contract award, except for indefinite-quantity contracts (see paragraph (b)(2) of this section).

(2) Exception determinations are not required prior to award of indefinite-quantity contracts, except for requirements that are to be satisfied by initial award. Contracting offices that award indefinite-quantity contracts must indicate to requiring and ordering activities which supplies and services the contractor indicates as compliant, and show where full details of compliance can be found (e.g., vendor's or other exact website location).

(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.

(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 delivery requirements.

(2) The requiring official must document in writing the non-availability, including a description of market research performed and which standards cannot be met, and provide documentation to the contracting officer for inclusion in the contract file.

C.12.2 APPLICABLE STANDARDS – The contractor shall ensure that all Electronic and Information Technology (EIT) procured or developed comply with the applicable standards as codified by 36 CFR 1194. Specifically, all Web based Intranet and Internet, Software and Operating Systems, Telecommunications Products, Video and Multimedia, and Self contained, closed products, documentation and reports apply.

C.12.3 FUNCTIONAL PERFORMANCE CRITERIA – The contractor shall apply all necessary applicable standards necessary to fulfill the functional performance criteria codified in 36 CFR 1194.31. The applicable standards shall be selected, as defined by the delivery method (Web, Software etc), that will fulfill the functional performance criteria.

C.12.4 INFORMATION, DOCUMENTATION AND SUPPORT – The contractor shall deliver all documents that meet the functional performance criteria codified in 36 CFR 1194.31. When documents are prepared in traditional office suite applications such as but not limited to Word, Excel, and PowerPoint or portable document format (PDF), then the document shall meet the standards of Web (1194.22) for static content and Software (1194.21) for dynamic content or non-Web based forms. In addition, any help or support systems that provide telephone access shall have the ability to receive and send messages through teletypewriter (TTY) technology.

C.12.5 EXCEPTIONS – DHS has identified exceptions to Section 508. Unless explicitly described herein, no other exceptions are permitted without approval. Any request for exception not listed herein, shall be sent to the COTR for consideration and will be reviewed according to DHS MD 4010.2. The following exceptions may be applied:

- **Back-Office** – This applies to any EIT product that will reside in a closed environment and is only accessed by service personnel for occasional monitoring or service. Specifically, servers meeting the criteria would be an exception. This exception does not apply interfaces, the operating system and software used within the server that can be accessed outside the closed environment to provide user services remotely for the exempt item.
- **Incidental to Contract** – All EIT items that are owned or used exclusively by the contractor shall not be required to comply with Section 508. This exception applies only to contractor owned and operated EIT items regardless of funding. If any EIT item will be used by DHS, owned or ownership converted to DHS, or used by members of the public this

exception does not apply. For purposes of clarification, contractors assigned to perform work under this contract are not considered members of the public.

C.13 INVOICING – Contractors should send electronic invoices to DOBInvoice@dhs.gov with a courtesy copy to the designated COTR. Payment will be based on receipt of a proper invoice and satisfactory contract performance. The invoice is a “proper invoice” as defined under FAR Clause 52.232-25.

A proper invoice must include the following items:

- Name and address of the contractor.
- Invoice date and invoice number.
- Contract number or other authorization for supplies delivered or services performed (including order number and contract line item number).
- Description, quantity, unit of measure, unit price, and extended price of supplies delivered or services performed.
- Shipping and payment terms (e.g., shipment number and date of shipment, discount for prompt payment terms).
- Name and address of contractor official to whom payment is to be sent (must be the same as that in the contract or in a proper notice of assignment).
- Name (where practicable), title, phone number, and mailing address of person to notify in the event of a defective invoice.
- Electronic funds transfer (EFT) banking information.
- Evidence of shipment—DD Form 250 Requisition and Invoice Shipping (signed).

C.14.0 GOVERNMENT POINTS OF CONTACT (POC)

Contract Specialist – (b(6))

Phone: 202-447 (b(2)), **and email:** (b(2) b(6))

Contracting Officer – Irma Scott

Phone: 202-447-5491, **and email:** (b(2) b(6))

Contracting Officer’s Technical Representative (COTR) - (b(6))

Phone: 202-447-(b(2)), **and email:** (b(2) b(6))