



**FEDERAL BUSINESS OPPORTUNITIES (FBO) MODERNIZATION
CORE TASK ORDER
REQUEST FOR QUOTE (RFQ)**

RFQ Number: ID15160004

**Task Order Request for Quote in support of:
General Services Administration (GSA)
Office of Integrated Award Environment (IAE)**

**Issued by:
General Services Administration
Acquisition Operations Division
Federal Acquisition Service, Region 5
230 South Dearborn Street, Chicago, IL 60604**

NAICS 541511 – Custom Computer Programming Services

SECTION 1: SOLICITATION INSTRUCTIONS AND EVALUATION CRITERIA

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GENERAL INSTRUCTIONS

This firm fixed price task order will be awarded to the Alliant Small Business (ASB) GWAC holder that can provide the services outlined in the SOW that represent the best value (based on technical non-price criteria and price; with non-price criteria being significantly more important) to the Government. Offerors shall furnish the information required by this solicitation.

Summary of RFQ submission:

- 1) Technical quotation of non-price criteria (Factors 1, 2, and 3; including subfactors)
- 2) Factor 4: Past performance questionnaire, submitted directly to the CO by the ASB holder's past performance reference
- 3) Factor 5: Price. Submitted separate from the non price criteria using Excel pricing page

Offerors will submit quotations via GSA eBuy. Upon award, the selected offeror will receive a signed GSA Form 300 "Offer for Supplies and Services" which constitutes the award document.

Offerors are expected to examine this entire solicitation document. Failure to do so will be at the offeror's own risk.

The Government may make award based on initial offers received, without discussion of such offers. Proposals shall set forth full, accurate, and complete information as required by this solicitation package (including Appendix). The penalty for making false statements in proposals is prescribed in 18 U.S.C. 1001.

1. Offerors submitting restrictive data will mark it as follows in accordance with the FAR 52.215-1, Instructions to Offerors-Competitive Acquisition, which is incorporated by reference. Clause 52.215-1 states: "Offerors who include in their proposals data they do not want disclosed to the public for any purpose or used by the Government except for evaluation purposes, shall –
 - a. Mark the title page with the following legend: "This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used or disclosed--in whole or in part--for any purpose other than to evaluate this proposal or quotation. If, however, a TO is awarded to this offeror as a result of--or in connection with--the submission of this data, and the Government incorporates the proposal as part of the award, the Government shall have the right to duplicate, use, or disclose the data. Also, this restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to the restriction is contained in sheets (insert numbers or other identification of sheets)"; and
 - b. Mark each sheet of data it wishes to restrict with the following legend: "Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal or quotation."
2. The Government assumes no liability for disclosure or use of unmarked data and may use or disclose the data for any purpose. Unless restricted, information submitted in response to this request may become subject to disclosure to the public pursuant to the provisions of the Freedom of Information Act (5 U.S.C. 551).

3. This procurement is conducted under the procedures of FAR Subpart 16.5.

SUBMISSION OF QUESTIONS

Offerors are to contact the Contracting Officer and Program Manager via GSA eBuy as detailed below for submission of questions. Offerors shall submit their questions grouped by solicitation section and make reference to the particular Section/Subsection number. Questions must be received before no later than **December 21, 2015** by 12:00pm ET. All questions must be sent to the Contracting Officer via email at brian.bogucki@gsa.gov.

Questions submitted after the cutoff date will not be considered. Any information given to a prospective offeror concerning this solicitation will be furnished promptly to other prospective offerors through eBuy.

SUBMISSION OF QUOTES

Quotes shall be submitted on or before the time specified in GSA eBuy. Any quote received after this date and time shall be rejected. Any quote not received through eBuy shall be rejected.

CRITERIA AND EVALUATION FACTORS FOR AWARD

Basis Of Award

Offerors will have until the deadline stated in the section Submission of Quotes. Any quote received after this date and time shall be rejected without further review. Any quote not received at the address listed above shall be rejected without further review.

Offerors must hold a current Alliant Small Business GWAC. Any quote received which does not hold this contract will be rejected without further review.

All submissions received by the designated date and time at the address listed above will then be evaluated based on best value determination. The following lists the Evaluation Criteria for this RFQ:

1. Technical Approach (including Quality Control Plan)
2. Past Experience (including Key Personnel and experience w/ IAE CSP Core Tools)
3. Management Approach
4. Past Performance
5. Price

Quotes shall contain separate sections to address each criteria as detailed below. The price quotation must remain separate from the technical quotations.

The relative value of the evaluation criteria is: Technical Approach which is more important than Experience, which is more important than Management Approach which is more important than the Past Performance.

The four (4) non-price criteria, when combined, are significantly more important than price when determining best value. However, as quotes become more equal regarding technical (non-price) criteria, price will become a more important. The Government intends to award a single task order to the responsible offeror whose quotation represents the best overall value to the Government based on the evaluation of the technical approach, past experience, management approach, past performance, and price. Offerors must address all evaluation criteria (non-price and price) to be considered for award.

Factor 1: Technical Approach

The offeror shall identify and describe a highly detailed methodology and analytical techniques to be used in fulfilling the Government's needs as outlined in the Statement of Objectives of the RFQ. This includes addressing all tasks 1 through 12.

Offerors shall propose a technical approach which:

- details an Agile product roadmap so that proposed tasks can occur within estimated planning, critical functions development, and during on-going activities
- details how the team will implement using
 - API first methodology
 - Continuous integration processes
 - Cloud environments
 - Continuous innovation
 - CSP tools as outlined in Attachment B
 - Incorporate a user centric approach in the development and deployment process
- details how the team will implement using IAE's Architecture, Data Management, Development and Transparency standards as attached to this RFQ
- correlates how the stated objective aligns with the timeframe for implementation and the offeror's proposed Agile methodology
- explanation of how the following will work in IAE Agile environment as outlined in Attachment C:
 - project and contract management
 - communication/collaboration with the Government & and other contractors such as Common Services, security requirements, documentation, and reporting
- addresses its methodology for providing qualified staffing for surge support
- addresses transition-in and transition-out activities
- addresses help desk staffing and meeting task requirements
- statement of contractor meeting all GSA IT security and 508/WCAG 2.0 standards through the life of the contract

Basis of Evaluation: Provide a detailed Quote containing the Offeror's approach (one that demonstrates its technical expertise and capability) to fulfilling the Government's requirements per the Statement of Objectives as outlined in the RFQ. The technical approach should be CLEARLY marked so that it can be easily identified.

The technical approach document shall not exceed more than ten (10) pages in length.

Technical Assumptions, Conditions, or Exceptions

Submit all (if any) technical assumptions, conditions, or exceptions with any of the terms and conditions of this statement of objectives. If not noted in this section of your quote, it will be assumed that the offeror proposes no assumptions for award, and agrees to comply with all of the terms and conditions as set forth herein. It is not the responsibility of the Government to seek out and identify assumptions, conditions, or exceptions buried within the offeror's quote.

Subfactor 1.1: Quality Control Plan (QCP)

Offerors shall describe separately from the technical approach the Quality Control Plan and any recommended changes to the Performance Metrics approach stated in the SOW section 4.1, including:

- how proposed performance standards will be monitored, evaluated, and reported
- how code will be auto tested and quality controlled before sending to DevOps/IV&V

The purpose of the QCP is to provide evaluators with an understanding of how measures and metrics will be applied based on the proposed technical solution.

The QCP shall not exceed more than five (5) pages in length.

For the Factor 1 and Factor 1.1, the ratings and their meanings are as follows:

Numerical Rating	Definition
4 - Excellent	Exemplifies through details on all points in Factor 1 an expert understanding of IAE required standards, tools, environment, and processes through overall technical approach and roadmap. The approach aligns with the timeframes, IAE frameworks, and objectives of the RFQ. The quality control plan inspires confidence in the capability offered. Risk of unsuccessful performance is extremely low.
3 - Good	Satisfies through details on all points in Factor 1 shows a solid understanding of IAE required standards, tools, environment, and processes through overall technical approach and roadmap. The approach has few items that do not align with the timeframes, IAE frameworks, and objectives of the RFQ. The quality control plan inspires confidence in the capability offered. Risk of unsuccessful performance is low.
2 - Marginal	Missing a point of detail listed in Factor 1 and shows only a basic understanding of IAE required standards, tools, environment, and processes through overall technical approach and roadmap.

	The approach has up to three items that do not align with the timeframes, IAE frameworks, and objectives of the RFQ. Noted weakness(es) may have potential for reduced capability. The quality control plan inspires confidence in the capability offered. Risk of unsuccessful performance is moderate.
0 - Unacceptable	Does not detail all points in Factor 1 nor shows a basic understanding of IAE required standards, tools, environment, and processes through overall technical approach and roadmap. The approach shows multiple points of deviation from the timeframes, IAE frameworks, and objectives of the RFQ. At least one deficiency is noted. The quality control plan does not inspire confidence in the capability offered. Risk of unsuccessful performance is high.

Factor 2: Past Experience

Basis of Evaluation: Offeror shall describe three projects currently in process or completed within the last 3 years for which the effort or outcome is equal to, or similar, in scope to the RFQ.

Past experience shall demonstrate the Offeror's corporate experience in accomplishing all tasks in the RFQ, including relevant experience supporting similar programs and cybersecurity initiatives as well as timeliness, customer satisfaction, and history of changing key personnel during contract performance. Specifically the Offeror must demonstrate:

- experience providing Program Management Office (PMO) support services (or support to similar offices)
- working collaboratively with other stakeholders and contractors
- any applicable work with listed Common Services tools per Attachment B
- familiarity with continuous integration process
- experience working projects in an agile method of similar scope to those in this task order
- experience applying scrum to projects of similar scope to those in this task order
- familiarity with cloud environments
- Offeror's ability to maintain control of cost, schedule, and quality targets
- Responsiveness and success in resolving project issues
- Work in an Agile development environment
- Engagement with customers in the development process
- Development of open, transparent websites that are user friendly

While the government may elect to consider data from other sources, the burden of providing detailed, current, accurate and complete past performance information rests with the Offeror.

The currency and relevance (as determined by the Contracting Officer) of past performance information, source of the information, context of the data, and general trends in Offerors'

performance will be considered. The Offeror should show that it has a track record of satisfactory performance of relevant prior experience.

All three projects submitted shall be contracts or orders for the performance of actual technical requirements. Master contract vehicles, such as Blanket Purchase Agreements, Indefinite Delivery/Indefinite Quantity contracts, etc. do not satisfy the Past Performance requirement unless submitted and described together with one TO similar in size, scope, and complexity to this requirement and awarded and performed under the vehicle.

Offeror must include contact information for at least two (2) points of contact for the submitted projects. The offeror is responsible for ensuring that the names, telephone numbers, email addresses and addresses of all references provided are correct. The Government reserves the right to obtain additional information from the references provided. The Government may consider performance on contracts which are not submitted by the Offeror.

Past Performance documents shall NOT exceed more than two (2) page per project and should be no more than a total of six pages.

Subfactor 2.1: Key Personnel

Basis of Evaluation: For this requirement, offerors need to provide the resume with highlights to the criteria below for each member of the team listed as a “Key Personnel” in the management approach. Offeror must designate a minimum of 5 additional personnel as key personnel in addition to the Project Manager and two Scrum Masters. GSA will evaluate the resume of the “Key Personnel” submitted in the staffing plan within Factor 3: Management Approach against the following criteria:

- Proposed individuals meet the experience and educational requirements specified under the vendor’s Alliant Small Business contract labor category description and qualifications.
- GSA will evaluate the proposed individuals to determine whether and to what extent the proposed person demonstrates, by education and work experience, expertise in the tasks they are identified as supporting in the RFQ and their position within the overall hierarchy/organizational diagram detailed in the management approach.
- Proposed individuals should demonstrate experience with agile, scrum, and/or specified IAE frameworks such as the Common Services Platform
- Proposed individuals should list experience with any of the tools listed in the Core Tool List in ATTACHMENT B
- A Project Manager must be identified as key personnel and the following required items:
 - An active PMI Project Management Professional (PMP®) or PMI Program Management Professional (PgMP®) Certification at the time of proposal submission
 - Formal training or certification in Agile software development methods at the time of proposal submission.
 - Demonstrated experience in the management, design, implementation, and maintenance of Services similar to the requirements of the RFQ
 - Demonstrated experience in managing in a continuous integration and DevOps environment.

- Demonstrated experience with the management, manpower utilization, and supervision of employees (including subcontractors) of various labor categories and skills in projects similar to the requirements of the TOR, including in a performance-based environment. Specifically, managing teams that will coordinate with the Government and work with other contractors to support an Agile environment with a small team of developers; manage O&M of operational systems with more than one million users with one million visitors per month; managing the transformation and consolidation of systems in support of improving efficiency, data quality, and service delivery.
- Demonstrated experience in a quality assurance environment for requirements similar to the those in this RFQ.
- Demonstrated written and verbal communication skills, including experience in presenting material to senior Government officials.
- Two Scrum Masters must be identified as key personnel and the following required items:
 - Formal training or certification in Agile software development methods at the time of proposal submission.
 - Demonstrated experience working with Agile, and/or Continuous Delivery approaches and best practices, especially those that support scaling Agile to an enterprise such as the Scaled Agile Framework (SAFe)
 - Demonstrated experience in using an Agile development framework including task estimation, test automation, deployment automation and Continuous Integration to improve overall execution speed and product quality.
 - Demonstrated ability to orchestrate the management of technology scope and risks.
 - Demonstrated experience ensuring that the technical expectations of deliverables are met through Agile processes; additionally, support the continuous improvement of those processes
 - Demonstrated experience delivering agile software solutions using best practices such as Test-Driven Development (TDD) or Adaptable Software Design.
- Statement that all Key Personnel named are available to begin work at time of contract award
- Letter of Commitment, signed by each proposed Key Person at the proposal submission due date. Key Personnel currently employed by the offeror or a member of the offeror's team or corporate group are not exempt from this requirement. All requirements for Key Personnel apply to any additional Key Personnel proposed by the offeror.

Subfactor 2.2: IAE CSP Core Tools

Basis of Evaluation: For this requirement, offerors need to provide at least the key personnel experience with the listed primary set of IAE CSP Core Tools in the table below. If the Offeror does not have experience with the listed IAE CSP Core Tool, they are encouraged to provide their experience working with a similar and/or related tool and justify why that experience is relevant with respect to the IAE tool base. GSA will qualitatively assess Offeror's responses with respect to the IAE CSP Core Tool and corresponding program impacts.

Tool	Alternate or Similar Tools	Impact to Program
ElasticSearch	Other Lucene search tools	High
MongoDB	Other NoSQL database	Medium
PostgresSQL	Other open source relational databases	High
Jenkins	Other CI/CD tools	Medium
Apache MQ	Other messaging queue tools (e.g., JMS)	Low
Apache Camel	Other integration pattern frameworks	Low
JIRA/Confluence		Low
Git & GitHub	Other Source Control Systems	High
Tableau	Other data visualization tools	Medium
Spring		Medium (if using Java)
Ruby on Rails/Java (one of...)	Absolutely required	High
jQuery, AngularJS, Ajax JavaScript, CSS, XHTML, HTML	Absolutely required: HTML, CSS, XHTML, Javascript	High
Selenium, JMeter, SoapUI, Junit	Other automated testing tools	High
Fisheye	Other code review tools	Low
Crucible	Other commit review tools	Low
SonarQube	Other code quality tools	Low
Red Hat JBoss EAP Platform 6	Other Java Enterprise Application Platforms	Medium

Key Personnel document shall NOT exceed more than two pages per resume. For Factor 2 and 2.1, ratings and their meanings are as follows:

Numerical Rating	Definition
4 - Excellent	Extensive, well documented and directly applicable company and key personnel experience in the specified areas. The past experience and the Offeror's role in the past experience are highly similar in size, scope, and complexity to the requirements and objectives of the RFQ. Individuals are experts in the specified areas which includes specified sub-bullet experience for PM and SM; overall company and personnel experience with most of the tools listed; inspires confidence in the capability offered; demonstrates strength and excels in the specified criteria. Risk of unsuccessful performance is extremely low.
3 - Good	Well documented and directly applicable company and/or key personnel experience in the specified areas. The past experience and the Offeror's role in the past experience are somewhat similar in size, scope, and complexity to the requirements and objectives of the RFQ. Includes most of the specified sub-bullet experience for PM and SM. Satisfies the requisite knowledge and demonstrated experience in the specified areas. Shows a solid understanding of the specified areas, and includes experience with some of the tools listed. May exceed some of the criteria. Risk of unsuccessful performance is low.
2 - Marginal	Some documented and applicable company and/or key personnel experience in the specified areas. The past experience and the Offeror's role in the past experience are minimally similar in size, scope, and complexity to the requirements and objectives of the RFQ. Includes only a few of the specified sub-bullet experience for PM and SM. Satisfies the requisite knowledge and demonstrated experience in most of the specified areas. Meets most, but not all, of the evaluation criteria. Noted weakness(es) may have potential for reduced capability. Risk of unsuccessful performance is moderate.
0 - Unacceptable	Poorly documented and/or not applicable company and key personnel experience in the specified areas. The past experience and the Offeror's role in the past experience are not similar in size, scope, and complexity to the requirements and objectives of the RFQ. Includes none of the specified sub-bullet experience for PM and SM. Does not satisfy the requisite knowledge and demonstrated experience in most of the specified areas. At least one deficiency noted. The number and degree of noted weaknesses are so significant that a lack of performance is anticipated. Risk of unsuccessful performance is high.

Factor 3: Management Approach

Basis of Evaluation: Provide a detailed proposal containing the Offeror's approach (one that demonstrates its managerial expertise and capability) to fulfilling the Government's requirements as outlined in the RFQ. The management approach should be CLEARLY marked so that it can be easily identified. The management approach should:

- detail any teaming or partnering arrangements in the proposed offering
- discuss the staffing plan with details on number of agile scrum teams, composition of the personnel on the agile scrum team(s), and reporting structures within the team
- each personnel listed shall be identified with name, specific tasks, hours, and task order period of performance
 - If the names of all non-Key Personnel are not known prior to offeror submission, the offeror may indicate "to be determined" in the Project Staffing Plan Table
- include an overall hierarchy/organizational diagram
- detail as part of the staffing plan who on the team is designated as key personnel
- two Scrum Masters and a Project Manager must be designated as key personnel
- detail what qualifications each position on the team must meet to include key and non-key personnel positions whether named or as 'to be determined'.
- ability to support surge support as listed under RFQ task

The management approach document shall NOT exceed 10 pages in length (including, text, pictures, tables, etc.).

The following rating will be applied to rate the Offeror's responses for the Management Approach. The evaluators will score each factor in accordance with the following adjectival rating definitions:

Numerical Rating	Definition
4 - Excellent	Quote demonstrates strong likelihood of meeting and exceeding all of the requirements in the RFQ. Exceptionally comprehensive, demonstrates numerous strengths, has no weaknesses, and complete in all details. Inspires confidence, and exceeds in all aspects of the requirements. Demonstrates solid, complete, and realistic understanding of requirements. Risk of unsuccessful contractor performance is extremely low.
3 - Good	Quote demonstrates likelihood of meeting all of the requirements in the RFQ, has no weaknesses and may exceed some of the requirements. Risk of unsuccessful contractor performance is low.
2 - Marginal	Quote demonstrates meeting most, but not all, of the requirements in the RFQ. Noted weakness(es) may have potential for risk to increased cost, extended schedule, or performance areas. Risk of unsuccessful contractor performance is moderate.

0 -
Unacceptabl
e

Quote demonstrates meeting some, but not all, of the requirements in the RFQ. Does not demonstrate a satisfactory understanding of the requirements, or fails to address significant requirements in major areas, or resource allocation is unsatisfactory . At least one deficiency noted. The number and impact of noted weaknesses are so significant, such that the risk of failure is considered to be substantial. Risk of unsuccessful contractor performance is high.

Factor 4: Past Performance

Basis of Evaluation: This factor considers the Offeror's Past Performance for the projects submitted under Evaluation Factor number 2, Past Experience. This factor will be evaluated based upon the responses from the references for work performed by the Offeror. Past performance can be described as *how* an Offeror performed on a job.

FAR 15.305(a)(2)(iv) states, "In the case of an Offeror without a record of relevant past performance or for whom information on past performance is not available, the Offeror may not be evaluated favorably or unfavorably on past performance." Therefore, failure of the Offeror to provide a minimum of three (3) reference checks, after making a reasonable effort to do so, may result in the Offeror being rated as "neutral" on the past performance factor. The Government is not required to conduct or complete reference checks on more than the three required. In addition to contacting references provided by the Offeror, the Government may solicit other sources to find references for other relevant work performed by the Offeror.

Submittal Requirements: The Offeror must instruct past performance references to complete the attached Questionnaire (found after this section) detailing information about the Past Experience projects. Questionnaires must be submitted directly to the Contracting Officer by past performance reference via email at brian.bogucki@gsa.gov before the bid due date.

To ensure the integrity of the evaluation process, questionnaires received directly from the Offeror will not be considered.

GSA reserves the right to contact the individuals identified as a reference. GSA reserves the right to check other databases, such as the Past Performance Information Retrieval system (PPIRS), to obtain performance information. GSA may consider information obtained by other sources, when evaluating the Offeror's past performance. Contact information must be current. Past performance references may be asked for the following determinations to gain an understanding of contract performance:

- A determination as to the relevance of the past work to the current requirement.
 - A determination of how well the Contractor met the client's requirements, including the quality of past work.
 - A determination of how well the Contractor met delivery or milestone objectives.
 - A determination of whether the Contractor performed in a professional manner.
- Offerors who are otherwise eligible for an award but are determined to be ineligible only because of a negative past performance rating, will be given an opportunity to

provide a clarification through an exchange with the Government, as provide in FAR 12.206 (which references FAR 15.3 – [15.306(a)(1) and (b)(2)]), before the Contracting Officer makes a final award, or a no award decision.

Numerical Rating	Definition
4 - Excellent	Past performance significantly exceeds in all aspects of the requirements.
3 – Very Good	Past performance exceeds, to varying degrees, one or more of the requirements.
2 - Satisfactory	Past performance meets, in all aspects, the requirements.
0 - Unacceptable	Past performance does not meet any of the requirements.
N/A – Neutral	Did not submit the minimum number of relevant past performance references and no other relevant references could be obtained by the contracting officer

**PAST PERFORMANCE QUESTIONNAIRE
FBO/ESRS/FSRS CORE MODERNIZATION
INTEGRATED AWARD ENVIRONMENT, GENERAL SERVICES ADMINISTRATION
WASHINGTON, D.C.**

INSTRUCTIONS: Complete this questionnaire and send directly to the Brian Bogucki, Contracting Officer, at brian.bogucki@gsa.gov before the bid due date. Please note GSA prohibits the release of the name of persons providing the responses. Complete confidentiality will be maintained per FAR 15.306(e)(4).

BUDGET [____ out of 4 pts]

1. Did the contractor complete the project within the original contract budget? If not, what was the reason for the difference in actual costs for the project?

Unacceptable (0) Satisfactory (2) Very Good (3) Excellent (4) N/A

Comments:

SCHEDULE [____ out of 4 pts]

2. Did the contractor complete the project within the original contract schedule? If not, what was the reason for changes in the schedule?

Unacceptable (0) Satisfactory (2) Very Good (3) Excellent (4) N/A

Comments:

ADMINISTRATION [____ out of 4 pts]

3. How responsive and responsible was the contractor in administrative areas? (e.g. submitting reports/plans, documenting progress/problems, filing correspondence, tracking changes, processing payments, etc.)

Unacceptable (0) Satisfactory (2) Very Good (3) Excellent (4) N/A

Comments:

SECURITY [____ out of 4 pts]

4. Did the contractor address cybersecurity regulations?

Unacceptable (0) Satisfactory (2) Very Good (3) Excellent (4) N/A

Comments:

PROJECT MANAGEMENT [____ out of 4 pts]

5. Did the prime contractor manage the subcontractors effectively? (Coordinate work, update them on changes, pay promptly, address work if performance was poor, etc.) How well did the contractor demonstrate sensitivity to client/tenant concerns (coordinate issues, debris, noise, fumes, inconveniences, disruptions within the occupied spaces, etc.)?

Unacceptable (0) Satisfactory (2) Very Good (3) Excellent (4) N/A

Comments:

PERFORMANCE [____ out of 4 pts]

6. Overall, how would you rate the contractor's performance? How would you describe the quality of work? If you had a chance, would you hire the contractor again? Why or why not?

Unacceptable (0) Satisfactory (2) Very Good (3) Excellent (4) N/A

Comments:

Would you like to make any additional comments, positive or negative, concerning the Offeror's past performance on your contract(s)?

_____ TOTAL AVERAGE (Total points divided by 6)

Factor 5: Price

In accordance with the policies and methods of FAR 15.4, the Contracting Officer will evaluate cost or price and determine the overall price to be fair and reasonable. Price becomes increasingly more important when Offerors receive similar ratings for the non-price criteria.

The contractor is responsible to fix contractor code put into production which causes defects or system issues. This work will not be completed at additional cost to the Government. This includes if the output is not as expected, then code would need to be reworked and checked against guidelines, standards and error messages to identify defects. Code review will help in identifying the bad coding style. Code which produces the required output per standards and guidelines is not a price excluded fix included in the definition above.

The “best value trade-off process” will be utilized in this procurement for the evaluation of offers and the selection of the successful Offeror to receive the award. The “best value trade-off process” is a method of evaluating price and factors other than price, as specified in the RFQ. This evaluation method has the objective of making trade-offs among price and non-price factors, permitting award to other than the lowest priced Offeror or other than the highest technically rated Offeror. The Government will select the proposal that represents the best value based on the evaluation of both the technical factors and the total evaluated price, as specified in the RFQ.

Offerors must use the Excel spreadsheet pricing table to quote their price. This table is included as part of the Request for Quotes and will be incorporated into the contract upon award. Pricing must be provided using all columns in the pricing table. If pricing is not submitted in this format, the proposal may be rejected without further review.

5.1 Order Type

This will be a combination **Firm Fixed Price and Labor Hour** task order. The base and option periods will be awarded on a Firm Fixed Price basis. Surge Pricing will be awarded on a Not to Exceed Labor Hour basis.

5.2 Alliant SB Contract Access Fee

The contractor is responsible for payment of the Alliant SB Contract Access Fee (CAF) of 0.75% (.0075). The contractor must embed the CAF as part of their Firm Fixed Price for the Base and Option CLINs. Also, the contractor shall embed the CAF in each labor category price per hour for the Surge Pricing, thus creating a fully-burdened Loaded Hourly Labor Rate.

5.3 Surge Pricing

Surge pricing, associated with Task 11, will be awarded and administered on a Not to Exceed Labor Hour basis. As stated in Section 6.11 – Task 11: Surge Efforts, the Government may wish to complete additional stories or spikes during any period of performance under this task order. For this specific task, stories or features worked on may cross over into other IAE systems. The Government may authorize a not to exceed ceiling price for additional work to support the FBO/eSRS/FSRS Core Modernization effort, or similar IAE system based on the Labor Rates awarded for Surge pricing.

5.4 Labor Hour Mix and Level of Effort

The labor mix and level of effort specified in the contractor's bid and incorporated into this TO are for estimation purposes. The contractor may re-allocate, with prior written approval of the Contracting Officer's Representative, the number of hours by labor category within the labor CLIN as needed to effectively manage the project, provided the total funded labor cost and total hours are not exceeded. Any additional labor categories or increases to total hours or increases to ceilings required must be approved by the Contracting Officer and added to the TO by modification.

5.5 Total Evaluated Price

The Total Evaluated Price is the sum of the Base and Option firm fixed price CLINs, plus the sum of each Surge Labor Category multiplied by the "total hours" ceiling.

5.6 Other

Supporting Documentation: The price quote shall provide supporting documentation for the Fixed Price CLINs. This may include labor categories, hourly price rates, and number of hours used. This information will be used for evaluation purposes only. This shall demonstrate the correlation between the proposed technical solution in the PWS and the proposed mix of labor categories/hourly pricing and number of hours submitted.

If any hardware, software, licensing, or communication and network connectivity is being proposed outside the Common Services constraints, they must be clearly identified in the pricing proposal with a justification of why other than the Common Services equivalent is required.

Price Assumptions, Conditions, or Exceptions: Submit all (if any) assumptions, conditions, or exceptions with any of the terms and conditions of this statement of objectives regarding pricing. If not noted in this section of your quote, it will be assumed that the offeror proposes no assumptions for award, and agrees to comply with all of the terms and conditions as set forth herein. It is not the responsibility of the Government to seek out and identify assumptions, conditions, or exceptions buried within the offeror's quote.



**FEDERAL BUSINESS OPPORTUNITIES (FBO) MODERNIZATION
CORE TASK ORDER
REQUEST FOR QUOTE (RFQ)**

RFQ Number: ID15160004

**Task Order Request for Quote in support of:
General Services Administration (GSA)
Office of Integrated Award Environment (IAE)**

**Issued by:
General Services Administration
Acquisition Operations Division
Federal Acquisition Service, Region 5
230 South Dearborn Street, Chicago, IL 60604**

NAICS 541511 – Custom Computer Programming Services

SECTION 2: STATEMENT OF WORK

SECTION A: STATEMENT OF OBJECTIVES

1.0 SCOPE

2.0 INTEGRATED AWARD ENVIRONMENT (IAE)

2.1 Organizational Mission

2.2 IAE Program Background

2.3 IAE Current Status

2.4 Coordination Across IAE

2.5 Application Development Approach

2.6 Application Development Framework

2.7 Agile Development Approach

2.8 Transparency Initiative

3.0 PLACE OF PERFORMANCE

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7.0 DELIVERABLES

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SECTION B: ATTACHMENTS

The General Services Administration (GSA) Integrated Award Environment (IAE) is issuing a Request for Quotation (RFQ) for a the FBO/eSRS/FSRS Core Modernization Task Order. The RFQ is open to all vendors on the Alliant Small Business GWAC.

SECTION A: STATEMENT OF OBJECTIVES

1.0 SCOPE

The objective of this task order is to obtain agile development, testing, transition, operation and maintenance services primarily for a centralized view of modernizing Federal Business Opportunities (FBO), Electronic Subcontracting Systems (eSRS) and FFATA Subaward Reporting Systems (FSRS) within the Integrated Award Environment (IAE). The eSRS and FSRS service shall be jointly referenced as the 'Data Collection for Entities' in the following RFQ. The new applications will replace and enhance all critical and major business processes supported today in FBO (fbo.gov) and the data collection systems. The application must be fully operational and able to support all critical components of the FBO portion by October 7, 2016. These services may also be used for other IAE modernization efforts.

This task order is not limited to FBO and the Data Collection for Entities modernization only, and offeror scrum team allocation could include other IAE work streams as required and within sprints awarded.

The offeror shall make use of the Common Services architecture platform including development, testing environment, Application Programming Interfaces (API), and will utilize the Architecture and Agile Framework as guidelines. IAE will provide the Common Services Platform as the foundation for building the new applications. Common Services will support the entire environment by providing, but not limited to, Identity Access Management, API Management, Hosting, Datastore, and Reporting Services. Common Services will establish visualization and customer relationship management layers of business intelligence (BI) on top of a data warehouse.

The new applications will be developed in accordance with the following values:

- Alignment with Agile principles and practices (ATTACHMENT C: Agile Framework)
- Data and code are transparent to the maximum extent possible (IAE Transparency Framework)
- Collaboration with IAE partners which drives innovation and creative solutions (ATTACHMENT C: Agile Framework)
- Security should be built in at all levels of design and implementation; it is not a layer on top of the application, but a core component of it
- User centric approach which engages and incorporates users into the development process
- Pursuit of efficiency and productivity through utilization of common functions and data
- Development processes and techniques that optimize the quality of the code (ATTACHMENT C: Agile Framework)

- Flexibility, both in its software and infrastructure configuration
- Dependencies, both on other code in the code base and arbitrary implementation choices, should be minimized. Hard-coded assumptions about data size, concrete classes or data structures, etc. make the code more brittle, and therefore harder to reuse or adapt.
- The code should be economical and make reasonable use of system resources.

2.0 INTEGRATED AWARD ENVIRONMENT (IAE)

2.1 ORGANIZATIONAL MISSION

The IAE mission is to support a common, secure business environment which facilitates and supports cost-effective acquisition of, and payment for, goods and services; effective management of federal acquisition and assistance awards; and consistent transparency into federal acquisition and assistance awards.

The IAE vision is to continue to evolve and integrate the existing shared portfolio of 10 electronic systems used for awarding and administering federal financial assistance (i.e., grants, loans) and contracts.

The largest and most complex of the e-Government initiatives, the IAE works on behalf of the acquisition and financial assistance communities to save money, be more efficient, reduce burdens on the communities we serve, and improve federal award management.

2.2 IAE PROGRAM BACKGROUND

In 2002, Integrated Acquisition Environment was created as an e-Government (e-Gov) initiative under the President's Management Agenda. As part of the e-Gov initiative, the Office of Management and Budget (OMB) designated GSA as the executive agent of the Integrated Acquisition Environment. In 2013, the Integrated Acquisition Environment was renamed the Integrated Award Environment (IAE) by its governance to reflect its management of procurement, grants, and federal assistance data.

The concept behind the IAE is to provide Federal Government agencies and contractors with a shared IT system to manage the acquisition and grants-making process from solicitation through closeout. The Goals of the IAE Program are to (1) create a simpler, common, integrated Information Technology (IT) service that promotes competition, transparency, and integrity; (2) increase data sharing across the Government and with the public to enable better decisions in procurement, logistics, payment, and performance assessment; and (3) take a unified approach to obtaining modern tools to leverage investment costs across the Federal Government for award-related IT services.

The IAE enables all phases of the Federal awards management lifecycle, manages the common source of entity information for acquisition and financial assistance (grants and loans) communities, provide a market research source for contract administration to the Federal acquisition community as well as private and commercial firms that are interested in doing business with the Government, and stores information that the public in general seeks on how tax dollars are being spent. Provide subcontract reporting opportunities for Agency and Contractor communities. IAE provides data for Government and non-Government stakeholders including the general public.

IAE recently awarded a task order to provide a common technology platform (referred to as the Common Services Platform) that will facilitate the functional sharing of "core" acquisition

and financial assistance processes. The Common Services Contractor will provide common, shareable services to accommodate the insertion of “core” processes into the platform framework on an iterative basis.

IAE is governed by the Award Committee for eGov (ACE) structure which includes the Procurement Committee for eGov (PCE) and the Financial Assistance Committee for e-Gov (FACE). Additionally, all IAE operations are coordinated and prioritized through the Configuration Control Board (CCB) that consists of representatives from each of the 24 Chief Financial Officer (CFO) agencies. These same agencies contribute funding for the IAE operations.

2.3 IAE CURRENT STATUS

IAE currently sees over \$1 trillion and 3.3 million transactions in federal assistance and procurement awards across all the IAE systems. With growing numbers, IAE currently has over 3.4 million registered users and over 500 million hits or pageviews per month.

The current IAE systems were developed over several years as free-standing, web-based systems to fulfill different roles throughout the acquisition and grants-making process. Many are operated and maintained by independent contractors. Shared functional components of the application stack for these systems are limited to co-location services that cover some systems and a consolidated end-user help desk that supports a different subset of the systems.

Current IAE systems consist of the following:

1. System for Award Management (SAM)
2. Federal Procurement Data System – Next Generation (FPDS-NG)
3. Federal Business Opportunities (FBO)
4. Electronic Subcontracting Reporting System (eSRS)
5. Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS)
6. Contractor Performance Assessment Reporting System (CPARS)
7. Federal Awardee Performance and Integrity Information System (FAPIIS)
8. Past Performance Information Retrieval System (PPIRS)
9. Wage Determination OnLine (WDOL)
10. Catalog of Federal Domestic Assistance (CFDA)

Currently, the IAE systems are self contained in silos and run in differing environments; and as a result, resources are not used efficiently in sharing capabilities and data across the ten IAE systems. Furthermore, the implementation of the IAE systems is inflexible both in its software and infrastructure configuration.

2.4 COORDINATION ACROSS IAE

The contractor shall work in close collaboration and coordination with other supporting contractors within the IAE environment including, but not limited to, IAE Common Services Contractors, IAE Technical Governance contractor, other core developers* within the IAE

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environment, DevOps contractors, IV&V contractors, security support contractors, and Federal Service Desk contractors.

*Other Core developers are contractors working similar task orders such as the CFDA and WDOL Modernization Core Developer contractor. The contractor for this task order is being defined as the FBO Modernization Core Developer to distinguish it from other Core Developers. This is a title to differentiate the core working streams only and is not a definition of the limits or definition of the scope or tasks of the developer for this task order.

Any MOU's or SLA's with the contractors listed above are through and directly with the Government. These will not be provided to the offeror.

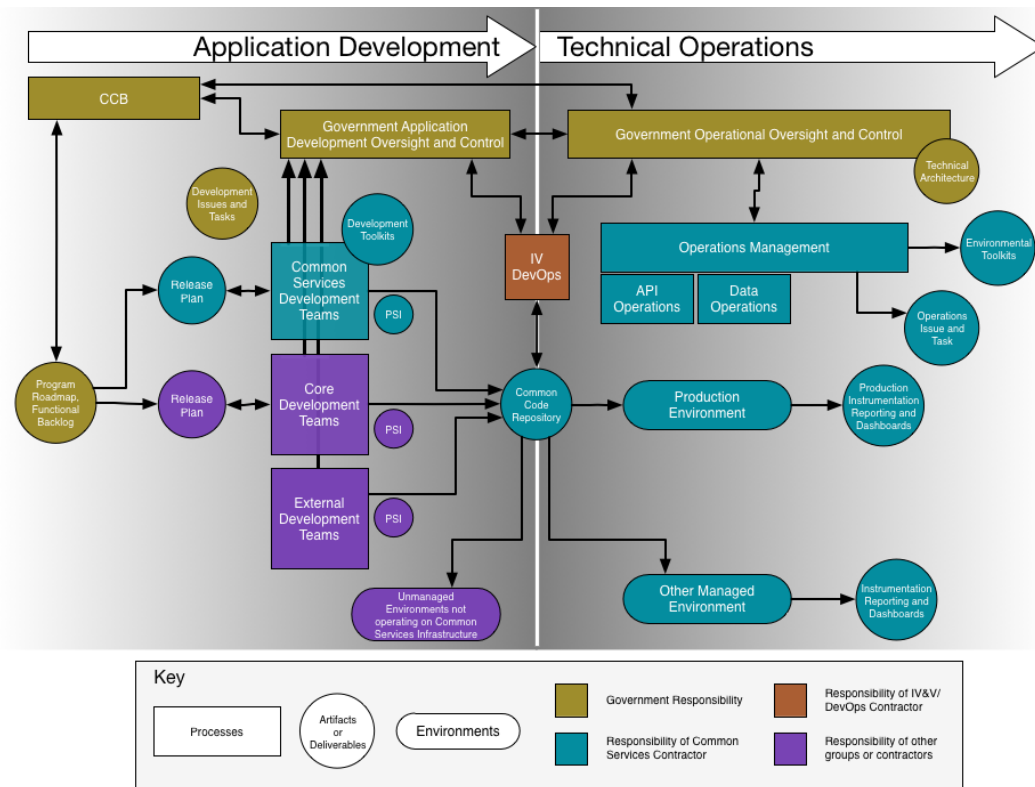
ATTACHMENT A: Common Services Platform Architecture Document defines the roles and responsibilities of each contractor function listed above.

For the completion of this task, IAE will provide access to the following GSA personnel:

- a. **Technical Lead:** GSA IT team members who will ensure the delivery through compliance with the architecture, providing feasibility feedback to the product owners, and ensure that the DevOps activities occur.
- b. **Product Owner:** A GSA - IAE representative who will manage and communicate with the external/larger service stakeholder community, is capable of making business decisions rapidly and setting priorities, will participate in iterative planning sessions and will remove obstacles to project success. This role is further defined in the Agile Framework attachment.
- c. **Contracting Officer's Representative (COR):** A GSA representative who will be responsible for approving end deliverables, managing the Quality Assurance Surveillance Plan (QASP), evaluating performance, and managing schedule according to the submitted Performance Work Statement (PWS).

The internal roles such as the Product Owner will be responsible for communication with external stakeholders such as the IAE Award Committee for eGov (ACE), Procurement Committee for eGov (PCE), Financial Assistance Committee for e-Gov (FACE), and IAE Configuration Control Board (CCB).

2.5 APPLICATION DEVELOPMENT APPROACH



Development teams are part of the overall IAE processes which include delivery processes aligned to the IAE Agile Framework and deployment processes aligned to the IAE DevOps procedures. The development team(s) will need to:

1. Work with the IAE Agile Release Train Engineer to align development activities with the value streams that IAE intends to implement in any given release.
2. Coordinate and conform to the IAE Architecture in their design and implementation, which includes standards for language development, data management, and other aspect which impact not only the product being delivered but how that product is built.
3. Use the continuous integration processes and tools provided by IAE and deliver the code as it is developed to IAE via the IAE code repository.

The Core contractor will use git and GitHub appropriately to manage their code versions. IAE uses GitFlow, which means that branching is used to execute certain workflows.

At the final sprint of a release, UAT with users will be conducted as well as an IV&V of the product. The deployment into production is not done by the Core contractor, but by the DevOps team through GitFlow after final government approval. However, the Core contractor

is responsible for ensuring that the production architecture can support the application and for operating that application after its deploy.

2.6 APPLICATION DEVELOPMENT FRAMEWORK

The integrated architecture components of the IAE future state are to ensure the environment as a whole by building an application in IAE that will follow certain general patterns – note that the following narrative is not meant to be comprehensive; documents such as the IAE Agile Framework, Enterprise Architecture (EA) Framework, and others provide the complete picture. Collaborative planning will further define the specifics at a release-by-release and sprint-by-sprint level.

An example narrative of a release: The developer will work with an IAE cross-functional team in release planning to define and clarify the feature-level requirements prior to the beginning of a release. Each two-week sprint will be preceded by a similar planning cycle to groom the user stories to be executed in that sprint. If necessary, the beginning of a release will necessitate the creation of the appropriate developer and testing environments, as well as any updates to the application architecture that would support the near-production and production environments. The IAE CSP Marketplace is the primary tool by which this will be done, but enterprise architecture diagrams may also be required, as appropriate. The Marketplace will have a specific set of configured Docker containers that can be used to develop IAE applications. The Common Services platform support for multiple non-production containers is as necessary to meet temporary or permanent needs such as Dev and Minimal Capacity Container, production-like container etc.

The applications will be developed in containers; the developer will not have command line access to those containers, but only infrastructure-as-code access, which should be minimally required.

Automated tests will be created by the Core contractor within the sprint they are required and validated by the IAE DevOps/IV&V team to ensure that the tests are doing what are necessary to ensure quality delivery. These tests will then become part of the code repository to be run by tools such as Jenkins and Selenium as code is checked in. Every sprint will end with a validation that the acceptance criteria is met and that the sprint-level definitions of done have been satisfied. This will be supported by the DevOps/IV&V team. This evaluation will assure IAE that the sprint produced a potentially shippable increment (PSI).

The new environment as a whole will appear as a single integrated system to end users. The IAE program has established frameworks and standards to facilitate the development of the integrated architecture and will continue to develop, enhance, and refine those standards and practices. The government will provide these standards as Government Furnished Information (GFI) or via a public portal. The defined standards will be applied to the efforts of the Core contractor in the following ways:

- Strictly follow – Some standards are fundamental to the IAE architecture and guiding principles. The contractor must adhere to the *latest* government approved standards. They are independent of this effort in that the vendor will not be expected to develop

them, but will be expected to conform to them as they are defined to reduce technical debt through continuous improvement.

- Follow but also offer suggestions – These standards should be considered a baseline to govern contractor efforts. IAE recognizes that technology is evolving and new tools, platforms, languages, etc. might provide value to the program. The contractor can propose enhancements or refinements for inclusion in the established baseline. These proposed changes may be agreed upon by the Government if there is a compelling business case to support their inclusion.
- Understand the spirit and the intention of the IAE and contribute in the creation of the standard/framework – As a partner with IAE, the contractor may be required to contribute to the architecture in order to further the IAE principles.

The IAE standards and frameworks are identified in the following matrix and categorized relative to their state of maturity and applicability to the core development efforts. Available artifacts are included in this TOR as attachments. The specific link or place to find items provided through an IAE site shall be shared with offeror once task order is awarded.

	Architecture Documents
Strictly follow	Business Process Model and Notation IAE Common Services Platform Architecture IAE Data Management and Governance Plan IAE Enterprise Architecture Framework IAE Security Standards IAE Accessibility Standards Unified Modeling Language
Follow but also offer suggestions	IAE Agile Framework IAE API Management Plan IAE DevOps Standards IAE Java Coding Standards IAE SQL Coding Standards IAE UI/UX and Branding Guidelines
Understand the spirit and the intention of the IAE and contribute in the creation of the standard/framework.	Spring Framework Ruby on Rails Framework Grails Framework Node.js

Standard definitions are provided below:

- **Business Process Modeling Notation (BPMN):** Business Process Model and Notation (BPMN) provides businesses with the capability of understanding their internal business procedures in a graphical notation and gives organizations the ability to communicate these procedures in a standard manner. (Found at <http://www.bpmn.org/>)
- **Common Services Platform (CSP) Architecture:** IAE CSP Architecture describes the components of the Common Services Platform that include hosting, data and search,

reports and visualization, identity and access management, and API management. Software development must conform to the code branching strategy (GitHub), continuous integration (Jenkins), code as infrastructure (Docker) configuration, packaging and deployment standards prescribed by the Common Service Platform as a Service. (ATTACHMENT A)

- IAE Data Management and Governance Plan: IAE Data Management Plan provides a high-level plan for the data components that must be managed to support the development and implementation of the To-Be IAE environment. (ATTACHMENT F)
- IAE Enterprise Architecture Framework: The purpose of the IAE Enterprise Architecture Framework is to document the standards, principles, and architecture models to guide and facilitate the design and implementation of the IAE system. (ATTACHMENT G)
- IAE Security Standards: This includes all security standards per NIST, GSA and IAE. FISMA (<http://csrc.nist.gov/groups/SMA/fisma/overview.html>) requires each federal agency to develop, document, and implement an agency-wide program to provide information security for the information and information systems that support the operations and assets of the agency, including those provided or managed by another agency, contractor, or other source. IAE and any contractors working for IAE are expected to meet the standards of FISMA as they change. Any change in the security standards shall not require additional charges, and are part of the priced CLIN awarded in the Task Order. (ATTACHMENT D and will be available on IAE Site)
- IAE Accessibility: Section 508 requires that Federal agencies' electronic and information technology is accessible to people with disabilities. Given the in process 508 refresh, all developed applications shall conform to current 508 standards as well as the Level A and Level AA Success Criteria and Conformance Requirements specified for web pages in WCAG 2.0. All new code developed will need to address the stated standards. Meeting these standards will be part of the sprint-level definition of done. As part of backlog activities, the Core contractor shall update code already in production within 60 days of any changes to WCAG 2.0 and Section 508. Section 508, WCAG 2.0 and information on the 508 Refresh can be found at the following:
 - <http://www.section508.gov/summary-section508-standards>
 - <http://www.w3.org/TR/WCAG20/>
 - <http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-ict-refresh/draft-rule-2011>
- Unified Modeling Language (UML): The Unified Modeling Language (UML) is a widely used specification to model application structure, behavior, and architecture, as well as business process and data structure. (Found at <http://www.uml.org/>)
- IAE Agile Framework: IAE Agile Framework provides consistent principles, standards, processes, practices, and guidance on the Agile approach for the development and continuous delivery of high quality products. (ATTACHMENT C)
- IAE Application Programming Interface (API) Management Plan: IAE API Management Plan provides guidelines for the formulation, development, management and maintenance of Open APIs as part of the IAE future state. (Will be available on IAE site)
- IAE DevOps Standards: IAE DevOps Standards provides guidance on the establishment and automation the entire environment creation and deployment process to ensure deployment readiness is continuously maintained to enable release of value when customer demands. (Will be available on IAE site)

- IAE Java Coding Standards: IAE Java Coding Standards describes Java coding conventions to make sure that developed Java code has a consistent structure and style. They are intended to make the code easier to read, understand, review, and maintain. (Will be available on IAE site)
- SQL Coding Standards: IAE SQL Coding Standards describes SQL coding conventions to make sure that developed database code has a consistent structure and style. Standards being considered are MongoDB Coding and Ruby Coding standards. They are intended to make the code easier to read, understand, review, and maintain. (Will be available on IAE site)
- IAE UI/UX and Branding Guidelines: (Will be available on IAE site)
- Application Development Frameworks: (Will be available on IAE site). Below are frameworks under consideration.
 - Spring Framework: The Spring Framework Provides a comprehensive programming and configuration model for modern Java based enterprise applications on any kind of deployment platform (<http://projects.spring.io/spring-framework/>)
 - Ruby on Rails: Ruby on Rails is an open-source web framework that is optimized for programmer happiness and sustainable productivity. It lets you write beautiful code by favoring convention over configuration. (<http://rubyonrails.org/>)
 - Grails: Grails is an Open Source, full stack, web application framework for the JVM. It takes advantage of the Groovy programming language and convention over configuration to provide a productive and streamlined development experience. (<https://grails.org/>)
 - Node.js Framework: Node.js is an asynchronous event driven framework designed to build scalable network applications. Node.js uses an event-driven, non-blocking I/O model that makes it ideal for data-intensive real-time applications that run across distributed devices. (<http://sailsjs.org/>)

IAE has defined and adopted an Agile approach to software development modeling best practices derived from multiple Agile Methodologies including Scrum, Kanban, Lean, XP and widely acknowledged Scaled Agile Framework (SAFe). This approach is defined in the IAE Agile Framework; the framework documents Agile and Architecture integration, Agile principles, standards, processes, practices, artifacts, templates and guidance that IAE uses for delivering and maintaining software products. The Agile Framework will grow as IAE continues to implement and improve our Agile practices.

The Contractor will be required to adhere to the IAE Agile Framework. Please refer to ATTACHMENT C for the latest Government required key Agile standards, ceremonies, practices, process and metrics to measure progress.

2.8 TRANSPARENCY INITIATIVE

As IAE moves into the future, there is an increased focus on transparency to stakeholders, external integrators, possible developers, and to the general public. To help achieve this, IAE has an Interact page which is open to the public. IAE posts events such as Industry Days, future development focus groups, Industry Q&A, links to any other transparency initiatives. The following link is to the publicly available IAE interact page:

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<https://interact.gsa.gov/group/integrated-award-environment-iae-industry-community>

3.0 PLACE OF PERFORMANCE

The primary place of performance for this task order will be at the contractor facilities in the United States of America, with in-person meetings occurring as needed at the Government's discretion.

In person meetings shall be at U.S. General Services Administration, 1800 F Street, NW, Washington, DC 20405 unless an alternate location is agreed to by the Task Order Contracting Officer Representative.

The Scrum Masters at minimum shall be expected to attend in person key meetings and planning events during the course of performance, to include agile ceremonies such as:

- Release Planning (Quarterly)
- Team backlog Grooming (weekly or as needed)
- Sprint Review (bi-weekly)
- Sprint Retrospective (bi-weekly)
- Sprint Planning (bi-weekly)

Other team members are expected to attend any above or other ceremonies listed in the Agile Framework virtually.

The Task Order identified Scrum Masters shall be expected to attend the Scrum of Scrums weekly meeting in person. This meeting is only for the scrum masters. Unless by special invite and need of the task order scrum masters, no other team members are required to attend this meeting virtually or in person.

Travel is not included as a part of this task order.

4.0 PERIOD OF PERFORMANCE

This task order shall be Firm Fixed Price with periods of performance as one base period plus four options as defined below:

Base Period: Base Period: Ten (10) Month Duration after issuance of Notice to Proceed
CLIN 1000 Estimated Planning: 1 month
CLIN 2000 Estimated Critical Functions FBO Development: 6 months, Release 5 & 6
CLIN 3000 Estimated Critical Functions Data Collection for Entities Development: 3 months, Release 6

Option 001 CLIN 5000: Seven (7) months
FBO & Data Collection for Entities Backlog Activities

Option 002 CLIN 5000: Nine (9) months
FBO & Data Collection for Entities Backlog Activities

Option 003 CLIN 5000: Nine (9) months
FBO & Data Collection for Entities Backlog Activities

Option 004 CLIN 6000: Nine (9) months
FBO & Data Collection for Entities Backlog Activities

See the following sub-section for details on option award.

4.1 OPTION AWARD

The four priced options must be approved from a technical and budgetary standpoint as well as meet the performance review standards prior to the Contracting Officer awarding the option. The Options may encompass future enhancements, releases, development efforts, or operations & maintenance related to the application identified in this task order. Options must adhere to the Agile methodology, all processes, code development requirements, and frameworks of IAE standards outlined in this RFQ unless an exception is provided by the Contracting Officer prior to award.

Options will be exercised solely at the Government's discretion. The Government may choose to exercise or not exercise an option for multiple reasons, such as contractor performance, budgetary funding, changing program goals, etc. The Government may elect to issue a new task order in lieu of exercising an option.

The Contracting Officer Representative (COR) will provide the official performance review and approval for an Option to be exercised. The COR in conjunction with the Contracting Officer will make a unilateral decision to extend the Task Order option period under the authority of FAR Clause 52.217-9 Option to Extend the Term of the Contract, which is stated in full text in Section 8.0.

The following measures detailed in ATTACHMENT E: Task Order Contractor Metrics may be used to assess the success of the contractor, and also to give all parties the necessary information to make improvements as needed within the period of performance. A summary of the rating criteria is found below:

Sprint Measure

% of planned Stories accepted (meets all definition of done criteria)

Sprint Burndown chart

% of unit test coverage as reported through Agile Metrics Report (Measures the comprehensiveness of line by line code)

of Sprint defects (Both backlogged and showstoppers) (Measures the quality of software)

Release Measures

% of Features accepted vs. planned (Feature Progress Report deliverable)

Consistency of Velocity through the release

Release burn-down chart (Consistency of stories accepted throughout release)

% of release unit test coverage (Measures the comprehensiveness of unit tests)

Values Survey results: Technical, Collaboration, Usability, Innovation, and the meeting of service level agreement standards

The equal averaging of the sub-measure (ex % of planned stories accepted) will form the main measure result (ex Sprint Measure). The final overall rating used at the end of the period of performance for determining award term will be based on the following weighted calculation:

Sprint Measures (25%)

Release Measures (35%)

Value Survey (40%)

The Government reserves the right to unilaterally change these metric percentages at option to award.

5.0 IAE SERVICE MODERNIZATION OVERVIEW

5.1 - FBO

The base period of this task order is primarily for the development of the FBO Modernization Core Service. The FBO Modernization Core Service application will be a government-wide application that serves as the Government Point of Entry (GPE) in accordance with Federal Acquisition Regulation Part 5-- allowing for the posting, searching and viewing of Federal procurement opportunities. This Core Service will replace the current FBO application. For the month of August, 2015, FBO.gov received 50,574,237 page views, generated by 2,211,738 visits, 705,964 of which were unique.

The primary purpose of the FBO Modernization Core Service will be to assist government users to post and manage procurement notices, and for vendors and citizens to search, monitor, and retrieve those notices. In addition, one of the goals of the FBO Modernization Core Service is to improve coordination and communication between Federal buyers and the vendor community.

Modernization efforts for all IAE managed systems are in development. To manage program wide backlog priorities, efforts under this task order may include work on other IAE modernization efforts.

5.1.1 - CURRENT FBO TECHNICAL OVERVIEW

1. Overall:
 - a. Registered Agency Users: 48,208
 - b. Registered Vendors/Citizens: 782,789
 - c. Active Procurement Notices: 167,582
 - d. Active Non-FBO Notices (links): 3,059
 - e. Archived Procurement Notices: 2,016,054
 - f. Archived Non-FBO Notices (links): 33,338
 - g. Average number of Unique Visitors per month (January-August, 2015): 740,925
 - h. Average number of Site Visits per month (January-August, 2015): 2,119,350
 - i. 508 compliance (refer to section 2.6 Application Development Framework, standard definition of IAE Accessibility for additional WCAG 2.0 requirements)
 - j. Use of IAE common banner, branding and style
 - k. Site activity from January 1, 2015 through August 31, 2015 as follows:

Month	Unique Visitors	Number of Visits	Pages
Jan-15	714,951	1,926,966	33,574,319
Feb-15	736,204	1,955,197	32,379,571
Mar-15	776,559	2,180,214	35,899,529
Apr-15	737,484	2,119,486	34,531,437
May-15	704,169	2,041,085	35,248,939
Jun-15	735,616	2,198,867	38,468,043
Jul-15	816,455	2,321,243	41,672,288

Aug-15	705,964	2,211,738	50,574,237
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- I. Interface and Access:
 - m. Provide users the ability to access the FBO Modernization Core Service via web browser.
 - n. Help Desk personnel the ability to immediately post FBO Modernization Core Service alerts
 - o. Web environment is structured to accommodate several types of users: Agency Buyers/Engineers, Vendors, Agency Administrators, Analysts/Researchers and the general viewing public. Each type of user has access to a certain set of templates, forms, and search functions. Thus, there is the need to split the FBO Modernization Core Service web environment into modules based upon user role.
 - p. Based on user type, modules are a collection of pages (each with a very specific capability, such as generating a specific notice or entering filters into a database search).

5.1.2 FBO MODERNIZATION FEATURE LIST

The following chart shows examples of possible x-small, small, medium and large features for critical functionality for the new FBO Modernized Core Service applications. This is not a complete or final requirements list. This list should only be used to understand the possible elements which will be asked to be coded under this task order, and to estimate team(s) size and hours.

The t-shirt sizing estimates were developed by IAE and as with the actual features should be used to understand the capacity expected in the time frame listed in the period of performance section. Estimated sizing of the features was based on the scale of static or simple versus more dynamic or complex criteria such as modification to existing functionality, architecturally, modifications, data, page content, common components, number of team(s) needed for the work, involvement of new technologies, involvement of Common components, or common code could be used due to similar nature of work to previous work done by the team.

All below features were estimated for completion in the base period of development.

FBO Feature	Benefit	Acceptance Criteria	IAE T-shirt sizing
Access Landing Page/General Information	Public (unauthenticated) users are able to access a landing page and general information page that provides brief summary of FBO/ an overview of the site, system announcements/updates and	1. Any user will be able to access the re-built FBO application via the FBO Landing Page	Small
		2. Any user can navigate to the FBO Landing page	

	intuitive navigation for accessing specific functionality.	via the IAE interface (SAM.gov).	
Access Help Information	Public (unauthenticated) users are able to easily access supporting documentation/training material, to include User Guides, Quick Start Guides, FAQs and instructional videos.	1. Any user can access FBO application User Guides	Small
		2. Any user can access FBO application Quick Start Guides.	
		3. Any user can access a listing of FBO FAQs.	
		4. Any user can access FBO instructional videos.	
		5. Adhere to standards (if available)	
Find Business Opportunities	Public (unauthenticated) and government (authenticated) users are able to search for notices/opportunities posted to FBO and refine search parameters using specific additional filters.	1. Anyone (authenticated or unauthenticated users) can perform a basic (Google-like) search on business opportunities.	Large
		2. Anyone can perform an advanced search on business opportunities by providing filtered options for the search. The advanced search should include the ability to perform a geospatial search.	
		3. Search results should include a listing of all Business Opportunities that fit the search criterion. The search results should include, but	

		<p>is not limited to the following for each opportunity: opportunity name, agency/office/location, opportunity type, set aside information and date notice was posted.</p>	
		<p>4. Feature implementation meets all NFRs and Performance SLAs as defined by the business owners</p>	
		<p>5. Implementation conforms with all IAE standards including the IAE human interface guidelines (HIG), architectural standards, performance standards, coding standards, and quality assurance (QA/testing) standards.</p>	
		<p>6. Feature implementation follows IAE architecture principles, including that the code shall be open sourced.</p>	
		<p>7. All business functionality will be provided as an API with design that is API-first.</p>	
		<p>8. System needs to utilize the IAE common components for the implementation of existing capabilities</p>	

View Business Opportunities	Public (unauthenticated) and government (authenticated) users are able to view returned search results and select any given result to view additional information.	1. Search results should be presented to an unauthenticated user, so that the full details of a Business Opportunity can be viewed.	Small
		2. Search results should be presented so that the content of a Business Opportunity document package can be accessed and viewed.	
		3. Search results should be presented so that the Business Opportunity Notice can be downloaded .	
		4. Feature implementation meets all NFRs and Performance SLAs as defined by the business owners	
		5. Implementation conforms with all IAE standards including the IAE human interface guidelines (HIG), architectural standards, performance standards, coding standards, and quality assurance (QA/testing) standards.	
		6. Feature implementation follows IAE architecture principles, including that the code shall be open	

		sourced.	
		7. All business functionality will be provided as an API with design that is API-first.	
		8. System needs to utilize the IAE common components for the implementation of existing capabilities	
Logging onto the System	Allows for user authentication by provide application interface with IAE Identity and Access Management module.	1. Users logging onto the FBO application can be authenticated and authorized.	X-Small
		2. Authenticated FBO users can log in and have access to FBO according to their assigned role.	
		3. Multi-Account Users ??? Where should this be accounted for?	
		4. Refer to CFDA / WDOL TOR for applicable acceptance criteria	
Manage My Account/Profile	Allows for authenticated user to manage their account information/profile.	1. An authenticated user can view and manage their personal information on their account profile.	Small
		2. An authenticated user can change the password associated with their account profile.	

<p>Manage Dashboard (My FBO)</p>	<p>Allows for authenticated users to tailor/manage the information displayed and functionality accessible directly from their home page.</p>	<p>1. An authenticated user can create a custom “dashboard” relevant to their needs.</p>	<p>Medium</p>
<p>Manage Search Profile (Authenticated)</p>	<p>Authenticated users are able to have a search profile that is customizable and initially/by default based on user information (provided from account details and from interfacing systems, e.g. SAM).</p>	<p>2. “My Dashboard” capability adheres to the IAE standards.</p>	
		<p>1. An authenticated user can create and manage a search profile. A search profile includes predefined criteria for the search and can be setup to be automatically run based on a scheduled frequency.</p>	
		<p>2. Multiple search criteria may be included in the search profile associated with an authenticated user. A list of existing search criteria should be presented to the authenticated user for management.</p>	
		<p>3. Feature implementation meets all NFRs and Performance SLAs as defined by the business owners</p>	
<p>4. Implementation conforms with all IAE standards including the IAE human interface guidelines (HIG), architectural standards, performance standards,</p>			

		coding standards, and quality assurance (QA/testing) standards.	
		5. Feature implementation follows IAE architecture principles, including that the code shall be open sourced.	
		6. All business functionality will be provided as an API with design that is API-first.	
		7. System needs to utilize the IAE common components for the implementation of existing capabilities	
Manage Business Opportunity Engagement Options	Authenticated users are able to view returned search results, select any given result to view additional information, and perform actions such as add to watchlist and subscribe to Interested Vendors List.	<p>1. From search results, an authenticated user can select an opportunity to be printed.</p> <p>2. From search results, an authenticated user can select an opportunity to be emailed .</p> <p>3. From search results, an authenticated user can select an opportunity to be added to or removed from their watch list.</p> <p>4. From search results, an authenticated user can request to be added to or removed from the Interested Vendors List</p>	X-Small

		for an opportunity.	
		5. Default Personalization / Edit Personalization	
Vendor/Vendor, Vendor/Government Communication	Authenticated users are able to send and receive messages to other users (e.g. other vendors identified on the Interested Vendor List or the Government POC) concerning a specific notice.		Medium
Interested Vendor List (Authenticated Vendor)		1. An authenticated vendor has the ability to subscribe to the IVL.	X-Small
		2. An authenticated vendor has the ability to unsubscribe from the IVL	
Watch List (Watched Opportunities/Authenticated Vendor)		1. A list of opportunities that an authenticated user has added to the watch list can be viewed.	X-Small
		2. Opportunities on an authenticated user's watch list can be removed.	
		3. When a business opportunity is updated, all users that have that opportunity on their watch list will receive a notification (i.e. email, text) alerting them to the update.	
Manage Business Opportunities		1. An authenticated user (Buyer role – includes	Large

(includes CWS)	CWS) can create a notice of a Federal Business Opportunity.
	2. An authenticated user (or CWS) can manage (update, delete) a notice of a Federal Business Opportunity.
	3. An authenticated user (Buyer role – includes CWS) can manage document packages associated with a notice of a Federal Business Opportunity.
	4. An authenticated user (or CWS) can manage non-FBO secure document links
	5. An authenticated user (or CWS) can manage responses to business opportunities .
	6. Feature implementation meets all NFRs and Performance SLAs as defined by the business owners
	7. Implementation conforms with all IAE standards including the IAE human interface guidelines (HIG), architectural standards, performance standards, coding standards, and

		<p>quality assurance (QA/testing) standards.</p> <p>8. Feature implementation follows IAE architecture principles, including that the code shall be open sourced.</p> <p>9. All business functionality will be provided as an API with design that is API-first.</p> <p>10. System needs to utilize the IAE common components for the implementation of existing capabilities</p>	
Manage Users			Small
Shared Posting Rights (potential enhancement)			X-Small
Build Administrative User Interface	Enable super user or tier 2 support the capability of managing FBO	<p>1. Identified admin support requirements are built and tested</p> <p>2. Feature implementation meets all NFRs and Performance SLAs as defined by the business owners</p> <p>3. Implementation conforms with all IAE standards including the IAE human interface guidelines (HIG), architectural standards, performance standards,</p>	

		<p>coding standards, and quality assurance (QA/testing) standards.</p> <p>4. Feature implementation follows IAE architecture principles, including that the code shall be open sourced.</p> <p>5. All business functionality will be provided as an API with design that is API-first.</p> <p>6. System needs to utilize the IAE common components for the implementation of existing capabilities</p>	
Contract Writing System Interoperability	Continued operation of the many CWS solutions	<p>1. CWS locations sign-off on implementation plan</p> <p>2. CWS locations have project timeline</p> <p>3. Weekly status reports are received from the impacted CWS agencies</p>	Medium
Data Interface Requirements	Continued support of existing system integration	<p>1. Successful integration testing with the external systems</p> <p>2. Sign-off by external system points of contact</p> <p>3. Overall ability to retrieve data from external systems (eg. SAM, DoD)</p>	Small

5.2 - DATA COLLECTION FOR ENTITIES SERVICE

The base period of this task order is also the development of the Data Collection for Entities Modernization Core Service. This service will be to collect and display subcontracting accomplishments and for Federal prime awardees (i.e. prime contractors and prime grants recipients) report subaward and executive compensation data regarding their first-tier subawards.

Modernization efforts for all IAE managed systems are in development. To manage program wide backlog priorities, efforts under this task order may include work on other IAE modernization efforts.

5.2.1 - CURRENT ESRS TECHNICAL OVERVIEW

2. Overall:

- a. Registered Agency Users: 22,073
- b. Registered Vendors/Citizens: 27,912
- c. Average number of Unique Visitors per month (January-August, 2015): 5,680
- d. Average number of Site Visits per month (January-August, 2015): 13,923
- e. Number of Sub Contracts Submitted: Total: 80,150
- f. Contracts Subaward reports : 24,551
- g. Grants Subaward reports: 55,599
- h. 508 compliance (refer to section 2.6 Application Development Framework, standard definition of IAE Accessibility for additional WCAG 2.0 requirements)
- i. Use of IAE common banner, branding and style
- j. Site activity from January 1, 2015 through August 31, 2015 as follows:

Month	Unique Visitors	Number of Visits	Pages
Jan-15	7277	16,732	364,314
Feb-15	6178	13,571	315,810
Mar-15	5028	12,216	379,490
Apr-15	7874	27,092	1,265,113
May-15	5607	16,052	545,747
Jun-15	4535	12,921	358,648
Jul-15	7361	13,342	256,355
Aug-15	3828	8,107	183,310

3. Interface and Access:

- a. Provide users the ability to access the eSRS.gov via web browser.
- b. Help Desk personnel the ability to immediately post eSRS Service alerts
- c. Web environment is structured to accommodate several types of users: Agency Contracting officials, Vendors, Agency Administrators, SBA and the general viewing public. Each type of user has access to a certain set of templates, forms, and search functions. Thus, there is the need to split the eSRS system web environment into modules based upon user role.
- d. Based on user type, modules are a collection of pages (each with a very specific capability, such as generating a specific notice or entering filters into a database search).
- e. It is critical to be able to create workflows in the system where an Agency user depending on his/her role can approve or reject the subcontract reports followed by a notification to the Subcontractor to take further action.
- f. Worklist functionality displays a list of the awards enabled for subcontract reporting and this is updated through interface with FPDS

5.2.2 - CURRENT FSRS TECHNICAL OVERVIEW

4. Overall:

- a. Registered Agency Users: 1989
- b. Registered Vendors/Citizens: 16,187
- c. Average number of Unique Visitors per month (January-August, 2015): 7,585
- d. Average number of Site Visits per month (January-August, 2015): 15,950
- e. 508 compliance (refer to section 2.6 Application Development Framework, standard definition of IAE Accessibility for additional WCAG 2.0 requirements)
- f. Use of IAE common banner, branding and style
- g. Site activity from January 1, 2015 through August 31, 2015 as follows:

Month	Unique Visitors	Number of Visits	Pages
Jan-15	6698	14,732	561,315
Feb-15	6818	14,706	592,449
Mar-15	7609	16,297	588,511
Apr-15	7403	15,840	581,032
May-15	6512	13,530	503,188
Jun-15	6987	14,823	493,797
Jul-15	10,060	17,477	520,174
Aug-15	6215	13,300	456,006

5. Interface and Access: D&B, USASpending, SAM
 - a. Provide users the ability to access the FSRS.gov via web browser.
 - b. Help Desk personnel the ability to immediately post FSRS site alerts
 - c. Web environment is structured to accommodate several types of users: Agency Contracting officials, Vendors, Agency Administrators, State officials, Educational institutions, Hospitals and the general viewing public. Each type of user has access to a certain set of templates, forms, and search functions. Thus, there is the need to split the FSRS web environment into modules based upon user role.
 - d. Based on user type, modules are a collection of pages (each with a very specific capability, such as generating a specific notice or entering filters into a database search).
 - e. Batch Upload process enabling submission of thousands of records at one time both manually and through web service interface
 - f. Worklist Functionality that lists the FAINs or Awards to enable the Prime/contractor to submit reports against them
 - g. Interface with USASpending to display results and to pull reports

5.2.3 DATA COLLECTION FEATURE LIST

The following chart shows examples of possible x-small, small, medium and large features for critical functionality for the new Data Collection Modernized Core Service applications. This is not a complete or final requirements list. This list should only be used to understand the possible elements which will be asked to be coded under this task order, and to estimate team(s) size and hours.

The t-shirt sizing estimates were developed by IAE and as with the actual features should be used to understand the capacity expected in the time frame listed in the period of performance section. Estimated sizing of the features was based on the scale of static or simple versus more dynamic or complex criteria such as modification to existing functionality, architecturally, modifications, data, page content, common components, number of team(s) needed for the work, involvement of new technologies, involvement of Common components, or common code could be used due to similar nature of work to previous work done by the team.

All below features were estimated for completion in the base period of development.

Data Collection Feature	Benefit	Acceptance Criteria	IAE T-shirt sizing
Awardee User Interface for Management of FFATA Reporting	Prime Awardees search for contracts, and file FFATA Reports against those contracts	1. Awardees can search for contracts that need to be reported on 2. Awardees can add contracts to their worklist to enable reporting 3. Awardees can delete contracts from their worklist	Med 3 - 5 Sprints

		<ol style="list-style-type: none"> 4. Prime Awardees can create new FFATA reports 5. Prime Awardees can save draft FFATA reports 6. Prime Awardees can edit draft FFATA reports 7. Prime Awardees can modify existing reports 8. Prime Awardees can copy existing reports 9. Prime Awardees can edit existing submitted reports 	
Awardee ERP Batch Upload Using Templates	Subcontractors can batch upload reports in one template	<ol style="list-style-type: none"> 1. Prime Awardees can batch upload reports, 2. Prime Awardees can upload using a CSV or Excel file. 3. Prime Awardees can down load CSV, or Excel file templates 4. Prime Awardees can load thousands of rows of data in a batch uploaded 5. Prime Awardees batch upload must pass the System Validation Check 6. Prime Awardees can reopen failed batch upload to correct data 	M - 3 - 5 Sprints
FSRS Web Services Batch Upload	Prime Awardees can batch upload using web service (SOAP/WSDL)	<ol style="list-style-type: none"> 1. Prime Awardees can upload reports using web service (SOAP/WSDL). 2. Prime Awardees can load thousands of rows of data in a batch uploaded 5. Prime Awardees batch upload must pass the System Validation Check 	M - 3 - 5 Sprints
Government User Interface for Management of FFATA Reporting	Government Users can review FFATA reports submitted by Prime Awardees	<ol style="list-style-type: none"> 1. Government Users can search for FFATA Reports submitted by Prime Awardees to their agency 2. Government Users can review FFATA reports 3. Government Users can search for flagged data that is labeled incorrect 4. Government Users can transfer between agencies 	S - Small 2 Sprints

		5. Government Users can modify contracting reporting numbers Procurement Instrument Identification (PIIDS) number	
FSRS Administrative User Interface	Provides the needed authorization requirements for access, and content management	<ol style="list-style-type: none"> 1. FSRS requires role management capabilities above or in conjunction with the IAM components of the CSP that will satisfy the Department, Agency, and Office edit requirements. 2. FSRS role management capabilities must govern access and content management privileges 3. FSRS Roles must include, the following: (1) Contractor Roles: Prime Awardee, (2) Federal Roles: Contracting Officer, and Authorized User 4. FSRS Role Management System must have self registration capability 	M - 3 - 5 Sprints
Interface with SAM	FSRS and eSRS can interface with SAM	<ol style="list-style-type: none"> 1. FSRS and eSRS can connect with existing SAM interface 2. eSRS /FSRS pulls all data out of SAM using a web and batch extract, transformation and load (ETL) 	S - Small 2 Sprints
Interface with Dunn and Bradstreet	FSRS and eSRS can interface with Dunn and Bradstreet	<ol style="list-style-type: none"> 1. FSRS and eSRS can connect with existing Dunn and Bradstreet interface. 2. This web service was integrated with Dunn and Bradstreet to allow eSRS/FSRS to pull DUNS hierarchy data. 	S - Small 2 Sprints
Interface with FPDS-NG	FSRS and eSRS can interface with FPDS-NG	<ol style="list-style-type: none"> 1. FSRS and eSRS can connect with existing FPDS - NG interfaces. 2. The interfaces to FPDS-NG have various purposes and are segmented based on the type of data being delivered to eSRS/FSRS and based on the capabilities of FPDS-NG. 3. eSRS/FSRS also pulls hierarchy information via web services. A web service designed by FPDS-NG augments the batch file load process by providing real time integration. When eSRS/FSRS encounters a contracting office ID associated to a contract, eSRS/FSRS validates the location of the office in the hierarchy by calling the FPDS-NG web service. 4. Contract data is also pulled from FPDS-NG on a nightly basis and cached in eSRS/FSRS for performance reasons. 	S - Small 2 Sprints

Interface with USA Spending (FSRS Only)	FSRS can interface with USA Spending	FSRS can interface with USE Spending Web services to pull Grant Awards on a nightly basis to obtain most updated information for existing awards.	S - Small 2 Sprints
Sub - Awardee User Interface for Management of Subcontractor Reporting	Subcontractors can search for and file subcontract reports	<ol style="list-style-type: none"> 1. Subcontractors can search for contracts that need to be reported on 2. Subcontractors can add contracts to their worklist 3. Subcontractors can delete contracts from their worklist 4. Subcontractors can file a new Individual Subcontract Reports (ISR) 5. Subcontractors can file a new Summary Subcontractor reports (SSR) 6. Subcontractors can file a new Year End Supplementary reports 7. Subcontractors Users can run predefined or custom reports. 	M - 3 - 5 Sprints
eSRS Batch Upload Using Templates	Subcontractors can batch upload reports in one template	<ol style="list-style-type: none"> 1. Subcontractors can download the template for batch upload 2. Subcontractors can batch upload multiple (ISR/SSR) reports 3. Subcontractors batch upload must pass the eSRS System Validation Check 	S - Small 2 Sprints
Government User Administrative Interface for Management of Subcontractor Reporting	Provides the needed authorization requirements to assume other roles and manage content	<ol style="list-style-type: none"> 1. Government Users can manage eSRS Content 2. Government Users assume any eSRS Role 3. Government Users can post updates to eSRS users 	S - Small 2 Sprints
Government User Interface for Management of Subcontractor Reporting	Government Users can review FFATA reports submitted by Prime Awardees	<ol style="list-style-type: none"> 1. Government users can review/accept/decline new and pending Individual Subcontract Reports 2. Government users can review/accept/decline new and pending Summary Subcontractor reports 3. Government users can review/accept/decline new and pending Year End Supplementary Reports 4. Government users can review SDB 	M - 3 - 5 Sprints

		reports 5. Government users can view all contracts 6. Government users can view all contracts by 7. Government users can do all of the above within their own agency	
eSRS Administrative User Interface	Provides the needed authorization requirements for access to FSRs	1. eSRS requires role management capabilities above or in conjunction with the IAM components of the CSP that will satisfy the Department, Agency, and Office edit requirements. 2. eSRS role management capabilities must govern access and content management privileges 3. eSRS Role Management System must have self registration capability 4. eSRS Roles must include, the following:	M - 3 - 5 Sprints

6.0 REQUIRED TASKS

This task order will be awarded for the following services to obtain agile development, testing, transition, and operation and maintenance services. The following subsections detail the specific services or tasks, as well as, any deliverables.

- Task 1: Initial Enterprise Collaboration System Configuration and Implementation
- Task 2: Service Modernization Design and Implementation
- Task 3: Project Management
- Task 4: Scrum Masters
- Task 5: Kick-off Meeting & Release Planning
- Task 6: Documentation and Training
- Task 7: Agile Reporting Documents Required
- Task 8: Security Reporting
- Task 9: Help Desk Support
- Task 10: Ongoing Backlog Activities

Task 11: Surge Efforts

Task 12: Transition Out

6.1 - TASK 1: INITIAL ENTERPRISE COLLABORATION SYSTEM CONFIGURATION AND IMPLEMENTATION

- The Contractor shall provide IAE with a premiere, secure, stable, compliant federal acquisition application that users go to as their primary resource for these activities and functions.
- The contractor shall design the system for maximum interoperability across all IAE components to ensure flexibility in leveraging the system for future applications.
- The contractor shall request from the IAE Common Service Marketplace the following system instances to support tiered code-release separation and quality assurance testing methodology:
 - Development
 - Description: The Development instance(s) will exist as the primary development site for integrators to fix bugs, develop new features, and test unit functionality to ensure items are ready for submission to the Common Services Platform and overall platform testing.
 - Purpose: To provide isolated system instance(s) for active development and/or Unit Testing.
 - User-base: These instances will be accessed typically only by administrators and developers. Integrator development team and infrequently the IAE Integrated Project Team as required.
 - Availability: The Development instance(s) shall not be bound to any Service Level Agreement and may be subject to maintenance and upkeep on an as-needed basis.
 - Feature Set: The Development instance(s) shall run the code version required for active development.
 - Data: The Development instance(s) shall use dummy data such that it is rendered non-sensitive and non-specific for the purposes of development.
 - Dev environment is accessible thru Marketplace via the Internet. No VPN access or GFE is required to access Marketplace.
 - A development instance is available for use within a few minutes after the instance is provisioned via the Marketplace
 - Developer request access upon authorization approval, will take approximately 24 hours to have the credential created.

The developer will use the IAE Code Repository for all version management – all code, as it is developed, will be placed in the appropriate instances of the Code Repository. The code must be open sourceable – meaning that its design should separate out any sensitive information in configuration files or environment variables that are not made public, but that a user of the IAE public GitHub site can build and deploy their own version of the application using the code and documentation provided by the vendor.

After development and testing in the marketplace development instance, the Core contractor will send code, ready for deployment, through a Common Services provided function to the common services platform. The DevOps/IV&V team will use further test code across the IAE environment, push to staging, and finally push for deployment to production.

- o Staging (Beta)
 - Used for formal User Acceptance Testing and Training as well as collaboration with the IAE Integrated Project Team and agency user community
 - Managed by Common Services
 - All code must pass DevOps testing before going to staging
 - User Acceptance testing instances will be maintained and operated by CSP
- o The production environment
 - Instances will be maintained and operated by CSP
 - The Core contractor is responsible for ensuring that the production architecture can support the application and for operating that application after its deploy.

The development environment will be accessed typically only by administrators and developers. As required, access could be to Integrator development team and infrequently the IAE Integrated Project Team. The test environment also has limited access. Remote access for work to be completed at contractor facilities will be allowed.

6.2 - TASK 2: SERVICE MODERNIZATION DESIGN AND IMPLEMENTATION

IAE operates an agile development process that requires development activities to be embedded into development teams. It is anticipated that individual user stories and defects will be worked on and accepted in an incremental manner during a sprint, with an overall acceptance of the scope of the sprint prior to the sprint completing.

Feature and story development shall be for IAE modernization efforts to include FBO, Data Collection for Entities, or any other IAE managed system.

IAE operates an infrastructure-as-code environment that treats the definition of infrastructure components (such as a standard Virtual Machine (VM) image) as a development activity subject to the common sprint and release cadence. This means that the contractor must deliver scripts, to include built scripts, Docker scripts, and other similar configuration items, that provide a single “push-button” deploy capability for both IAE and any other users of the open source releases.

It is GSA's intent that any data or deliverable created as a result of this task order can be committed to the public domain.

A sample of this task orders applications feature list is in section 5 of the RFQ.

The contractor shall, for coding;

- Design, develop and test all code internally and move to DevOps platform for further testing, integrating and deployment to production server.
- Ensure the system is configured and designed to support expansion for additional requirements, easy for adopting any change and easily maintainable. (code maintainability refers to how easily that software system can be changed to add new features, modify existing features, fix bugs, or improve performance)
- Ensure that all the system critical functions are adequately addressed as per the scope of work
- Ensure that code developed produces an application that meets the IAE Accessibility Standards: all developed applications shall conform to current 508 standards as well as the Level A and Level AA Success Criteria and Conformance Requirements specified for web pages in WCAG 2.0. All new code developed will need to address the stated standards, and IAE sees this as part of the sprint-level definition of done. Changes to WCAG 2.0 and Section 508 to code already in production shall be updated by the Core Contractor within 60 days of final as part of backlog activities.
- Ensure code integrity, code quality, code reviews and code security is maintained throughout the development process
- Core Vendors are responsible for the design and implementation of certain common applications developed on the IAE Common Services Platform (CSP) with current key components: Hosting and Infrastructure, API Management, Data Storage, Data Lake, Reporting and Visualization, Identity & Access Management, and Common Components. The Common Components of the CSP are business and developer-facing components which include but are not limited to a common IAE landing page, federal hierarchy, dashboards and a developer marketplace.
- Develop applications for IAE as API-First way and ensure that the all application transactions are routed thru the API calls and follow the API framework and guidelines. API requirement shall be both read- and write- APIs and entire set of business capabilities provided by the site will be made available via the APIs. The IAE API-first approach requires that the functional capabilities of the website which are represented by the CRUD model of manipulating FBO Modernization data follow the API Framework and that the APIs are built in increments which provide the functionality to the web application.
- Ensure that all API's responses will have Hypermedia as the Engine of Application State (HATEOAS) links for easy navigation and control

The contractor shall, for standards

- Follow IAE defined style guide, branding, and common functionality User Interface & User Experience frameworks
- IAE will provide general UX guidance, but the vendor should provide UX and UI capabilities to ensure the application being built meets the needs of the personae of the users of it.
- Design and develop the application as per the Agile framework, Architectural framework (set of Standards, tools and procedures) and using provided CS platform tools, Core development tools and services as specified in the Attachments section of this Task Order. The initial application development environments will support Java; future environments will support Node.js and Ruby.
- Provide all required scrum team members or specific members needed for any Agile Ceremonies or meetings per the Agile Framework

- Ensure that the development work is sufficient to fully implement the requirements taking into account the Government provided architectural standards, framework guidelines, comments, coding standards and code reusability.
- Adhere to IAE coding standards from the inception of a software project to ensure that all developers under the task order are working in concert and when performing maintenance on an existing software system, the coding standard should state how to deal with the existing code base and document any code dependencies
- Ensure that the code can be released as open source, based on the IAE transparency framework and way to support Open source publishing. The developer will use the IAE Code Repository for all version management – all code, as it is developed, will be placed in the appropriate instances of the Code Repository. The code must be open sourceable – meaning that its design should separate out any sensitive information in configuration files or environment variables that are not made public, but that a user of the IAE public GitHub site can build and deploy their own version of the application using the code and documentation provided by the vendor.
- Follow best practices, programming and development standards along with the CSP Standards
- Architect system objects, fields, and database entries to support the associated business processes.
- Provide feedback on capabilities and on UX of the market place.

The contractor shall for testing

- Eliminate the need for large amounts of testing and retesting on the same code by DevOps IV&V contractor by building quality into the code before sending to the platform which will reduce change-related testing and any code integration issues.
- Conduct code reviews from start of code development through code being sent to platform (core code development life cycle) to identify defects in the code, the reviews shall enforce Government coding standards in a uniform manner
- Work on corrections of deficiencies as they are found during the verification process to the lowest applicable level to ensure the integrity of the requirements, design, code, and test evolution.
- Provide the test script to DevOps team to implement an automated test environment for functional, regression, load and other test categories. The test scripts will be run, at minimum, daily, but ideally with every branch commit.

The contractor shall:

- Ensure that the developer code comments (non executable part of code) are maintained and updated in parallel with the source code at development time and throughout the application
- Provide README documentation (which need not be a single file) in a GitHub-friendly Markdown language that will guide users with instructions on how to build and deploy the given application in the context of the CSP
- Construct comments using a uniform style with consistent punctuation and structure.
- Work in team environment and prevent recurring problems, always use comments on bug fixes and work-around code

6.3 - TASK 3: PROJECT MANAGEMENT

The contractor shall provide at least one individual under this task order to include activities such as the management and oversight of all activities performed by contractor personnel, including subcontractors, to satisfy the requirements identified in this Statement of Objectives (SOO). The contractor shall identify a Project Manager (PM) by name that shall provide management, direction, administration, quality assurance, and leadership of the execution of this TO.

The Contractor Project Manager shall convene activity and status meetings with the COR, Product Owner, and other key Government stakeholders. The purpose of this meeting is to ensure all stakeholders are informed of all task order activities including key accomplishments, status of deliverables, financial status, other activities and establish priorities, and coordinate resolution of identified problems or opportunities.

The contractor shall document all support requirements in a Program Management Plan (PMP).

The PMP shall:

1. Describe the proposed management approach.
2. Contain detailed Standard Operating Procedures (SOPs) for all tasks.
3. Include milestones and tasks required in this TO.
4. Provide for an overall Work Breakdown Structure (WBS) and associated responsibilities and partnerships between Government organizations.
5. Include the contractor's Quality Control Plan (QCP).

The contractor Project Manager shall document all the specific management plan in regards to communication with stakeholders, product owner, COR, and other contractors in a Communication Plan.

The contractor shall provide the Government with a draft PMP and Communication Plan on which the Government will make comments. The final PMP and Communication Plan shall incorporate the Government's comments. The contractor shall provide the final PMP and communication plan no later than the last business day of the stated Section 4.0 Estimated Planning period.

The PMP is an evolutionary document that shall be updated, at a minimum annually. The contractor shall work from the latest Government-approved version of the PMP. The contractor shall ensure its PMP is aligned with the Common Services platform Integrated Master Schedule (IMS).

6.4 - TASK 4: SCRUM MASTERS

The contractor Scrum Master for each scrum team shall convene activities and complete all necessary documentation (burn down chart, iteration level plan with velocity and # of stories, etc.) in addition to the above per ATTACHMENT C.

6.5 - TASK 5: KICK-OFF MEETING & RELEASE PLANNING

The contractor shall schedule, coordinate, and host a Project Kick-Off Meeting at the location approved by the Government no later than 10 business days after award, or as mutually agreed to by the parties. The meeting will provide an introduction between the contractor personnel and Government personnel who will be involved with the TO. The meeting will provide the opportunity to discuss technical, management, and security issues, and reporting procedures. At a minimum, the attendees shall include contractor Key Personnel, representatives from the directorates, other relevant Government personnel, and Contracting Officer's Representative (COR).

An initial transition-in plan is required at the Project Kick-Off Meeting. This document should include the initial stories expected for the first three sprints and the expected epics through the remainder of the first release. The document should include the contractor estimated velocity of each sprint and release and the detailed contractor sizing of each story and epic.

The contractor will have from contract award until last business day of the stated Section 4.0 Estimated Planning period to develop the Initial Release Plan which includes grooming the product backlog with Government stakeholder input and both parties final agreement. This period is also to ensure the contractor has access to any Common Services required applications, and to start any work for the data transfer. The Contractor will be provided access to the Common Services Data Lake but will be required to define and build out the database that will support Federal Assistance Programs. This is including but not limited to the physical data model and the data dictionary model and the Contractor will also coordinate with the IAE Team on any necessary field mappings from the legacy data set to the "To-Be" data set. It is expected that all tasks performed in this timeframe will start the agile process and use the agile framework.

The full Initial Release Plan through the first release is required by the last business day of the stated Section 4.0 Estimated Planning period. This document should include the stories expected for the first three sprints and the expected features through the remainder of the first release. The document should include the agreed to velocity of each sprint and release and the agreed to sizing of each story and epic.

This task will also cover hours needed to establish Core contractors access to CSP marketplace and other required CSP tools. This will portion of the task not exceed four (4) hours.

6.6 - TASK 6: DOCUMENTATION AND TRAINING

The contractor shall provide complete documentation such as user guides, all code created with user interaction pieces, APIs, or background code and provide training that will enable end users to utilize the application.

For documentation this includes outlining current interfaces with any outside systems (e.g., SAM, FPDS-NG, DNB.com, zip codes.com, JCP feed), and analysis if these connections are still needed.

For training this includes providing comprehensive training materials for end users and system administrators for utilization and administration of the system and updates to these materials when enhancements occur. To support this, videos or self-guided training materials may be used in concurrence with standard written documentation. All documentation and training shall follow the IAE defined style guide, branding, and common functionality User Interface & User Experience frameworks.

All training is expected to be virtual – either live or recorded.

The contractor shall provide initial end-user training during the initial on-boarding of users to the new system. The contractor shall provide “train-the-trainer” classes for selected trainers, Help Desk tier 1, IAE administrators, and other select personnel.

For this Modernization (FBO/eSRS/FSRS), this task is expected to not exceed 10 videos, 3 interface documents, 10 user guides, 3 reference manuals, 3 Program Templates and 6 trainings during initial on-boarding of users.

6.7 - TASK 7: AGILE REPORTING DOCUMENTS REQUIRED

The Contractor shall submit the following documents as part of the agile reporting requirements.

1. Sprint Burn-down chart
2. Release Burn-down chart
3. Agile Metrics Report - includes:
 - a. % of Unit Test Coverage (Sprint and release)
 - b. % of Planned stories accepted
 - c. % of Tests Automated
 - d. # of System Tests
 - e. # of Defects Outstanding
 - f. % of Features accepted vs. planned
 - g. # of Builds per day
 - h. Average build duration
 - i. Feature progress report

These documents and reports are to be submitted to the COR in Word and/or Excel format (or other mutually agreed electronic format) via email and briefed, as required by the COR, to the corresponding Government stakeholders.

6.8 - TASK 8: SECURITY REPORTING

Contractors entering into an agreement for services to the General Services Administration (GSA) and/or its Federal customers shall be contractually subject to all GSA and Federal IT

Security standards, policies, and reporting requirements. The contractor shall meet and comply with all GSA IT Security Policies and all applicable GSA and NIST standards and guidelines, other Government-wide laws and regulations for protection and security of Information Technology. As security standards change, the contractor is expected to meet and comply with those new requirements within 60 days of issuance. As these are required for operation, the updated standards are incorporated into this task order under this task, and are not a change to scope of this task.

IAE sees Security compliance as part of the sprint-level definition of done.

Refer to ATTACHMENT D for the full security documentation.

6.9 - TASK 9: HELP DESK SUPPORT

The contractor is responsible for the escalated Tier 2 issues received from the Federal Service Desk (FSD), also referred to as the 'Help Desk'. The desired outcome is for users to have prompt access to qualified, knowledgeable IT Help Desk support during business hours and to use the Help Desk to resolve all technical and functional questions and problems. For policy related questions, or for issues that require Government intervention (such as the deletion of Government-owned reports), the contractor shall escalate them to the appropriate Tier 3 IAE Government Representative. This group of Tier 3 Government Representatives can be notified through the FSD system. The FSD ticketing system can be accessed remotely by specifically approved individuals once this task is initiated.

All Help Desk calls will initially go to the FSD as the Tier 1 Help Desk provider. The FSD will gather information, e.g., to record the caller's name, telephone number, email address, organization and issue. If the problem cannot be resolved by Tier 1 because more expertise is required for resolution, then the problem, if determined appropriate, will be escalated to the Tier 2 Help Desk provider for resolution.

The Tier 2 Help Desk provider is required to accept and respond to Help Desk issues/requests that could not be resolved by the FSD. Tier 2 will resolve Help Desk issues/requests escalated from the Tier 1 Help Desk provider and report back the issue/request resolution and ticket status to the Tier 1 Help Desk provider tracking system. All Help Desk tickets that do not require a software fix must be resolved within 2 calendar days of receipt. The COR and FSD help desk provider shall be made aware immediately of any software problems.

If the problem cannot be resolved by Tier 2 because it is a non-technical programmatic issue and government expertise is required for resolution, then the problem will be escalated to the appropriate government support person through the Help Desk tracking system.

The contractor shall update users on the status of their Help Desk ticket. The contractor shall verify with the user that the problem has been solved prior to closing the Help Desk ticket. The contractor shall record in the help desk ticket all activities performed as part of the problem resolution updates and final confirmation and send the information back to the Tier 1 Help Desk.

The contractor shall notify Tier 1 Help Desk provider, system users and the appropriate COR / Product Owner of all software problems, system changes, scheduled downtime, operational announcements, software fixes and defected system capabilities detected.

Task Order Awardee shall have specific tier 2 remote access privileges to the FSD ticketing system. Help Desk operations will be managed by FSD through ServiceNow tool and the system issues and tickets can be provided to the vendor upon request. Reports can be generated based on the ticketing database. The vendor does not need to maintain a separate tracking tool for Tier 2 Help Desk tickets.

The contractor shall provide monthly volume/performance/status reports that show the following data for Tier 2 tickets:

1. Number of issues received from FSD Tier 1 and categorization of types of issues.
2. Number of issues forwarded to the Government (Tier 3).
3. Unresolved issues and courses of action to resolve issue.

The contractor shall analyze common problems, determine solutions, and maintain this information in a format (question and answer) requested by the Government. This information will be submitted to the Government COR, the Tier 1 Help Desk or designee of the Government upon request.

The Tier 2 Help Desk shall:

1. Identify, maintain and update the system's FAQ database or web link to the information/documents.
2. Provide a list of the most frequently escalated system issues upon request.

6.10 - TASK 10: ONGOING BACKLOG ACTIVITIES

All code produced will be maintained by the contractor awarded this task order, so long as they continue working on the task order. The contractor will be responsible to include any Operations & Maintenance (O&M) into the backlog with insight to the product owner on the severity and impact for prioritizing the item.

The contractor shall make enhancements and minor modifications on an ongoing basis, as necessary under this task to any IAE service on the common services platform. Activities (epics, features and stories) shall fall within established velocity.

The estimated stories for this task uses the t-shirt sizing listed in task 2 above. The IAE team has estimated that task 10 will be half the number of features per application (rounded up) (x-small, small, and medium) as listed in Section 5 of this RFQ. As a note, development sprints are estimated at two weeks and a full development release is estimated at eight (8) sprints.

This will follow the same Agile process with flow of work coming into the contractor that will need to be continuously addressed. Updates to production systems may occur as needed, if the government has evaluated the results (using a combination of automated testing, SAT, and/or UAT) and has approved. As listed in Task 1 of this Task Order, the contractor is not responsible for deployment into production, but the FBO Modernization Core contractor is responsible for ensuring that the application that has been deployed is meeting the promised

requirements and Service Level Agreements (SLAs)/Contractor Performance Metrics and is responsible for ensuring that the production architecture can support the application and for maintaining that application after it is deployed.

Post production the contractor is expected to continue:

- providing IAE with a premiere, secure, stable, compliant federal financial assistance and acquisition application that its users use as primary resource for these activities and functions.
- designing the system for maximum interoperability across all IAE components to ensure flexibility in leveraging the system for future applications.
- requesting changes from the Initial Enterprise Collaboration System Configuration (task 1) through the IAE Common Service Marketplace to support tiered code-release separation and quality assurance testing methodology as the application continues to evolve:
 - Development
 - Description: The Development instance(s) will exist as the primary development site for integrators to fix bugs, develop new features, and test unit functionality to ensure items are ready for submission to the Common Services Platform and overall platform testing.
 - Purpose: To provide isolated system instance(s) for active development and/or Unit Testing.
 - User-base: These instances will be accessed typically only by administrators and developers. Integrator development team and infrequently the IAE Integrated Project Team as required.
 - Availability: The Development instance(s) shall not be bound to any Service Level Agreement and may be subject to maintenance and upkeep on an as-needed basis.
 - Feature Set: The Development instance(s) shall run the code version required for active development.
 - Data: The Development instance(s) shall dummy data such that it is rendered non-sensitive and non-specific for the purposes of development.

The developer will continue to use the IAE Code Repository for all version management – all code, as it is developed, will be placed in the appropriate instances of the Code Repository. The code must continue to be open sourceable – meaning that its design should separate out any sensitive information in configuration files or environment variables that are not made public, but that a user of the IAE public GitHub site can build and deploy their own version of the application using the code and documentation provided by the vendor.

After development and testing in marketplace development instance, the Core contractor will send code ready for deployment through a Common Services provided function to the common services platform. The DevOps/IV&V team will use further test code across the IAE environment, push to staging, and finally push for deployment to production.

- Staging (Beta)

- Used for formal User Acceptance Testing and Training as well as collaboration with the IAE Integrated Project Team and agency user community
- Managed by Common Services
- As code must pass DevOps testing before going to staging
- User Acceptance testing instances will be maintained and operated by CSP
- o The production environment
 - The Core contractor is responsible for ensuring that the production architecture can support the application and for maintaining that application after its deploy.

This task shall include the following overall tasks:

1. The administrative and management functions
2. Attending meetings
3. Providing data and information for a variety of data requests
4. Providing system information upon request
5. Generating reports
6. Providing statistical information
7. Updating system documentation
8. Completing system changes/enhancements within the sprint sizing above
9. Maintaining the system's content
10. Maintaining interoperability with other systems
11. Security testing
12. Training materials
13. Code maintenance
14. Manual manipulation of data

The Contractor is to support these activities through the following specific activities:

1. Data management
2. Performance management
3. Operational monitoring
4. Provide Security and C&A-related support - Including conformance with changes in GSA IT Security policy. Larger changes in that area will be handled as features and stories.
5. Ad hoc activities such as bug fixes, responding to security POA&Ms, updating the system to comply with new regulations or standards, updates to accessibility, security, or other items

As required the contractor shall update and submit to the COR any reports or documents required in other tasks. The government may unilaterally alter reporting needs during the performance of this task.

The contractor shall customize the software forms, data elements, workflows, reports, and email notifications, based on requirements provided by the Government.

The contractor shall offer suggestions/improvements on the system to meet the Government's objectives. With each software enhancement to the system all applicable documentation shall be developed, updated and maintained.

6.11 - TASK 11: SURGE EFFORTS

This optional task is for the Government to request additional services to complete stories or spikes during any period of performance under this task order. Surge Efforts will be awarded on a Not to Exceed Labor Hour basis. The Government may authorize a ceiling price for additional work in support of the FBO/eSRS/FSRS Core Modernization, or features worked may cross over into other IAE systems. The contractor will only be authorized to work to the amount funded for the Surge CLIN.

6.12 - TASK 12: TRANSITION OUT

The contractor shall work with the Government and/or the incoming contractor to transfer all knowledge, code, and documentation.

A transition out plan shall be provided to the Government no later than 10 calendar days after Government notice of task order cancellation/termination/end. The plan shall include:

1. Code
 - a. The code repository with its associated documentation and other materials
 - b. A list of all code in process, but not checked into the common platform
 - c. Plan of when each section of code will be handed to the Government - no later than 20 calendar days after Government notice
2. Training and Documents
 - a. A list of all training and documents which contractor has in-process or finalized
 - b. Plan of when each training or document will be handed to the Government - no later than 20 calendar days after Government notice
 - c. The specified COR agreed to repository for the code and all training and other documents.
3. Knowledge Sharing:
 - a. Project management processes.
 - b. Points of contact.
 - c. Location of technical and project management documentation.
 - d. Status of ongoing technical initiatives.
 - e. Appropriate contractor to contractor coordination to ensure a seamless transition.
 - f. Transition of Key Personnel.
 - g. Schedules and milestones.
 - h. Actions required of the Government.

The contractor shall provide 10 business days worth of shadowing current activities and work streams.

In the event the contractor defaults on the terms of this Task Order for any reason, the most current version of the code stream shall be delivered to GSA no later than 30 calendar days

following the event that leads to the termination/expiration of the Task Order and the Government will retain the right to use any and all versions that are at that time installed at a Government facility, and to further develop and distribute them, with no further royalties or other payments being due to the contractor or any other party.

7.0 DELIVERABLES

The contractor shall ensure proper control and coordination of all deliverables as proposed in the work plan to ensure they are on time.

Unless otherwise stated, the Government will review deliverables and notify the contractor of findings within 10 workdays. All deliverables submitted to the Government shall indicate the contract number, TO number, contractor's name, and the description of items contained therein for which the information is being submitted. The contractor shall follow the marking requirements specified by the Government. The Contractor shall submit deliverables to and use formatting as approved by the Government COR under this task order. When there is a GSA FAS/IAE template which covers a deliverable format, that format shall be used. The contractor will be notified by the Government COR of any update to a template or implementation of a new template for a deliverable. The contractor shall use the updated template to complete the next deliverable. Representatives of the contractor shall meet with the COR and any other member of the Government as necessary as to review status and other deliverables. Reports, documents, and narrative-type deliverables will be accepted when all discrepancies, errors, or other deficiencies identified in writing by the Government have been corrected.

See ATTACHMENT H: Task Order Milestones and Deliverables for a full listing of deliverables under this task order.

8.0 ADDITIONAL CLAUSES

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT.

As prescribed in [17.208\(g\)](#), insert a clause substantially the same as the following:

(a) The Government may extend the term of this contract by written notice to the Contractor within **60 Days** [insert the period of time within which the Contracting Officer may exercise the option]; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 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 5 years (months) (years).

(End Clause)

52.232-32 PERFORMANCE-BASED PAYMENTS.

Note: Performance Based Payments (FAR 52.232-32) is incorporated in full text as stated below. As referenced in Paragraph (a) of the clause, basis of payment, payments will be based on completion of each pair of 2 week sprints (4 week increments) as accepted by the Government.

As prescribed in [32.1005](#), insert the following clause:

Performance-Based Payments (Apr 2012)

(a) Amount of payments and limitations on payments. Subject to such other limitations and conditions as are specified in this contract and this clause, the amount of payments and limitations on payments shall be specified in the contract's description of the basis for payment.

(b) Contractor request for performance-based payment. The Contractor may submit requests for payment of performance-based payments not more frequently than monthly, in a form and manner acceptable to the Contracting Officer. Unless otherwise authorized by the Contracting Officer, all performance-based payments in any period for which payment is being requested shall be included in a single request, appropriately itemized and totaled. The Contractor's request shall contain the information and certification detailed in paragraphs (l) and (m) of this clause.

(c) Approval and payment of requests.

(1) The Contractor shall not be entitled to payment of a request for performance-based payment prior to successful accomplishment of the event or performance criterion for which

payment is requested. The Contracting Officer shall determine whether the event or performance criterion for which payment is requested has been successfully accomplished in accordance with the terms of the contract. The Contracting Officer may, at any time, require the Contractor to substantiate the successful performance of any event or performance criterion which has been or is represented as being payable.

(2) A payment under this performance-based payment clause is a contract financing payment under the Prompt Payment clause of this contract and not subject to the interest penalty provisions of the Prompt Payment Act. The designated payment office will pay approved requests on the 30th [Contracting Officer insert day as prescribed by agency head; if not prescribed, insert "30th"] day after receipt of the request for performance-based payment by the designated payment office. However, the designated payment office is not required to provide payment if the Contracting Officer requires substantiation as provided in paragraph (c)(1) of this clause, or inquires into the status of an event or performance criterion, or into any of the conditions listed in paragraph (e) of this clause, or into the Contractor certification. The payment period will not begin until the Contracting Officer approves the request.

(3) The approval by the Contracting Officer of a request for performance-based payment does not constitute an acceptance by the Government and does not excuse the Contractor from performance of obligations under this contract.

(d) Liquidation of performance-based payments.

(1) Performance-based finance amounts paid prior to payment for delivery of an item shall be liquidated by deducting a percentage or a designated dollar amount from the delivery payment. If the performance-based finance payments are on a delivery item basis, the liquidation amount for each such line item shall be the percent of that delivery item price that was previously paid under performance-based finance payments or the designated dollar amount. If the performance-based finance payments are on a whole contract basis, liquidation shall be by either predesignated liquidation amounts or a liquidation percentage.

(2) If at any time the amount of payments under this contract exceeds any limitation in this contract, the Contractor shall repay to the Government the excess. Unless otherwise determined by the Contracting Officer, such excess shall be credited as a reduction in the unliquidated performance-based payment balance(s), after adjustment of invoice payments and balances for any retroactive price adjustments.

(e) Reduction or suspension of performance-based payments. The Contracting Officer may reduce or suspend performance-based payments, liquidate performance-based payments by deduction from any payment under the contract, or take a combination of these actions after finding upon substantial evidence any of the following conditions:

(1) The Contractor failed to comply with any material requirement of this contract (which includes paragraphs (h) and (i) of this clause).

(2) Performance of this contract is endangered by the Contractor's-

- (i) Failure to make progress; or
- (ii) Unsatisfactory financial condition.

(3) The Contractor is delinquent in payment of any subcontractor or supplier under this contract in the ordinary course of business.

(f) Title.

(1) Title to the property described in this paragraph (f) shall vest in the Government. Vestiture shall be immediately upon the date of the first performance-based payment under this contract, for property acquired or produced before that date. Otherwise, vestiture shall occur when the property is or should have been allocable or properly chargeable to this contract.

(2) "Property," as used in this clause, includes all of the following described items acquired or produced by the Contractor that are or should be allocable or properly chargeable to this contract under sound and generally accepted accounting principles and practices:

- (i) Parts, materials, inventories, and work in process;
- (ii) Special tooling and special test equipment to which the Government is to acquire title;
- (iii) Nondurable (i.e., noncapital) tools, jigs, dies, fixtures, molds, patterns, taps, gauges, test equipment and other similar manufacturing aids, title to which would not be obtained as special tooling under paragraph (f)(2)(ii) of this clause; and

(iv) Drawings and technical data, to the extent the Contractor or subcontractors are required to deliver them to the Government by other clauses of this contract.

(3) Although title to property is in the Government under this clause, other applicable clauses of this contract (e.g., the termination clauses) shall determine the handling and disposition of the property.

(4) The Contractor may sell any scrap resulting from production under this contract, without requesting the Contracting Officer's approval, provided that any significant reduction in the value of the property to which the Government has title under this clause is reported in writing to the Contracting Officer.

(5) In order to acquire for its own use or dispose of property to which title is vested in the Government under this clause, the Contractor shall obtain the Contracting Officer's advance approval of the action and the terms. If approved, the basis for payment (the events or performance criteria) to which the property is related shall be deemed to be not in compliance with the terms of the contract and not payable (if the property is part of or needed for performance), and the Contractor shall refund the related performance-based payments in accordance with paragraph (d) of this clause.

(6) When the Contractor completes all of the obligations under this contract, including liquidation of all performance-based payments, title shall vest in the Contractor for all property (or the proceeds thereof) not-

- (i) Delivered to, and accepted by, the Government under this contract; or

(ii) Incorporated in supplies delivered to, and accepted by, the Government under this contract and to which title is vested in the Government under this clause.

(7) The terms of this contract concerning liability for Government-furnished property shall not apply to property to which the Government acquired title solely under this clause.

(g) Risk of loss. Before delivery to and acceptance by the Government, the Contractor shall bear the risk of loss for property, the title to which vests in the Government under this clause, except to the extent the Government expressly assumes the risk. If any property is lost (see [45.101](#)), the basis of payment (the events or performance criteria) to which the property is related shall be deemed to be not in compliance with the terms of the contract and not payable (if the property is part of or needed for performance), and the Contractor shall refund the related performance-based payments in accordance with paragraph (d) of this clause.

(h) Records and controls. The Contractor shall maintain records and controls adequate for administration of this clause. The Contractor shall have no entitlement to performance-based payments during any time the Contractor's records or controls are determined by the Contracting Officer to be inadequate for administration of this clause.

(i) Reports and Government access. The Contractor shall promptly furnish reports, certificates, financial statements, and other pertinent information requested by the Contracting Officer for the administration of this clause and to determine that an event or other criterion prompting a financing payment has been successfully accomplished. The Contractor shall give the Government reasonable opportunity to examine and verify the Contractor's records and to examine and verify the Contractor's performance of this contract for administration of this clause.

(j) Special terms regarding default. If this contract is terminated under the Default clause, (1) the Contractor shall, on demand, repay to the Government the amount of unliquidated performance-based payments, and (2) title shall vest in the Contractor, on full liquidation of all performance-based payments, for all property for which the Government elects not to require delivery under the Default clause of this contract. The Government shall be liable for no payment except as provided by the Default clause.

(k) Reservation of rights.

(1) No payment or vesting of title under this clause shall-

- (i) Excuse the Contractor from performance of obligations under this contract; or
- (ii) Constitute a waiver of any of the rights or remedies of the parties under the contract.

(2) The Government's rights and remedies under this clause-

(i) Shall not be exclusive, but rather shall be in addition to any other rights and remedies provided by law or this contract; and

(ii) Shall not be affected by delayed, partial, or omitted exercise of any right, remedy, power, or privilege, nor shall such exercise or any single exercise preclude or impair any further exercise under this clause or the exercise of any other right, power, or privilege of the Government.

(l) Content of Contractor's request for performance-based payment. The Contractor's request for performance-based payment shall contain the following:

- (1) The name and address of the Contractor;
- (2) The date of the request for performance-based payment;
- (3) The contract number and/or other identifier of the contract or order under which the request is made;
- (4) Such information and documentation as is required by the contract's description of the basis for payment; and
- (5) A certification by a Contractor official authorized to bind the Contractor, as specified in paragraph (m) of this clause.

(m) Content of Contractor's certification. As required in paragraph (l)(5) of this clause, the Contractor shall make the following certification in each request for performance-based payment:

I certify to the best of my knowledge and belief that-

- (1) This request for performance-based payment is true and correct; this request (and attachments) has been prepared from the books and records of the Contractor, in accordance with the contract and the instructions of the Contracting Officer;
- (2) (Except as reported in writing on _____), all payments to subcontractors and suppliers under this contract have been paid, or will be paid, currently, when due in the ordinary course of business;
- (3) There are no encumbrances (except as reported in writing on _____) against the property acquired or produced for, and allocated or properly chargeable to, the contract which would affect or impair the Government's title;
- (4) There has been no materially adverse change in the financial condition of the Contractor since the submission by the Contractor to the Government of the most recent written information dated _____; and
- (5) After the making of this requested performance-based payment, the amount of all payments for each deliverable item for which performance-based payments have been requested will not exceed any limitation in the contract, and the amount of all payments under the contract will not exceed any limitation in the contract.

(End of clause)

8 PERSONNEL REQUIREMENTS

NOTE: The Government, at its sole discretion, may consider substitutions and/or requests for deviation from any of the following personnel qualifications (e.g., experience in lieu of education), if to do so would be in the best interest of the Government.

PERSONNEL QUALIFICATIONS – GENERAL

All personnel working on this contract shall meet the following minimum educational and experience requirements.

- All personnel shall have training that is appropriate for the tasks to which they will be assigned according to customary commercial practice.
- All personnel shall have experience that is appropriate for performing the tasks to which they will be assigned.

The Contractor shall furnish adequate documentation to substantiate compliance with this requirement for each assigned staff member. The Contractor shall certify as to the accuracy and completeness of the supporting documentation.

PROJECT MANAGER REQUIREMENTS

The Contractor's Project Manager shall be the primary point of contact for the Government and shall be responsible for the management, content, and quality of work performed on this task order. The Contractor's Project Manager must be available to coordinate with Government representatives on a daily basis if required. The Contractor shall provide the Project Manager who is specified in their proposal for a minimum of the initial period of this Task Order, unless otherwise agreed between the parties. The Contractor shall provide a competent backup for the Project Manager in the event of a temporary absence and a competent replacement for the Project Manager in the event of the PM's extended absence (more than two weeks or other time as agreed between the parties).

The project manager and alternate(s) must be able to communicate clearly (read, write, speak, and understand English.)

The Project Manager must have credentials that substantiate that he or she has

- educational attainment that is appropriate for managing the type of work described in the PWS, both in size and scope.
- mature experience in project management.
- successful management of project tasks and coordination of employees in various labor categories and with various skills in projects of similar size and scope as the one identified in this PWS.
- demonstrated experience managing, coordinating, and facilitating a team's efforts effectively and efficiently in a Time and Material/Labor Hour contracted environment within DoD.
- sufficient experience to be conversant in and have a working knowledge of each of the technical objectives of the PWS. The PM's experience must demonstrate that he or she can understand all aspects of the work, with the ability to direct the staff to perform successfully.
- knowledge of management practices and program implementation.

- any required and appropriate security clearance.

KEY PERSONNEL

DEFINITION & LIST OF KEY PERSONNEL

Key Personnel are defined as those individuals who are so essential to the work being performed that the contractor shall not divert them to other projects or replaced them without receiving prior approval from the Contracting Officer. This includes substitution of those originally proposed at the time of contract/task order award*. Substituted personnel must have equal or better qualifications than the person they replace, subject to the Government's discretion.

The following Contractor personnel will be considered to be "Key Personnel" under this contract / task order.

Program/Project Manger

**Note: Failure of the Contractor to furnish proposed key personnel shall be viewed as a breach of contract and may be grounds for a default determination by the Government.*

KEY PERSONNEL SUBSTITUTION

The Contractor shall not remove or replace any personnel designated as key personnel without making a written request to and receiving written concurrence from the Contracting Officer. The Contractor's request for a change to key personnel shall be made no later than ten (10) calendar days in advance of any proposed substitution and shall include a justification for the change. The request shall (1) indicate the labor category or labor categories affected by the proposed change, (2) include resume(s) of the proposed substitute in sufficient detail to allow the Government to assess their qualifications and experience, and (3) include a statement addressing the impact of the change on the Contractor performance. Requests for substitution will not be unreasonably withheld by the Government. The Government will approve initial contractor key personnel at time of award. Replacement key personnel will be approved via modification to the contract/task order. If the Government CO and the COTR determine that the proposed substitution, or the removal of personnel without substitution or replacement, is unacceptable or would impair the successful performance of the work, the Contracting Officer will request corrective action. Should the Contractor fail to take necessary and timely corrective action, the Government may exercise its rights under the Disputes provisions of this contract or take other action as authorized under the provisions of this task order, the Prime contract upon which this order is based, or pursue other legal remedies allowable by law.

PERSONNEL SUBSTITUTIONS

Although Government approval is not required prior to replacing any of its non-key personnel staff, the Contractor shall provide resumes or other adequate documentation to verify to the Government that all proposed replacements (temporary or permanent) meet the security and minimum educational and experience requirements of this PWS.

Additionally, the Government requests the courtesy of being immediately informed of any potential vacancy or prior to any staff member being removed, rotated, re-assigned, diverted or replaced.

STAFF MAINTENANCE

Due to the demanding nature of this requirement, it is essential that the Contractor maintain sufficient staffing levels to accomplish all required tasks. This is especially true because many labor skills are in short supply and the program must rely on a single employee to fill one or multiple roles. During any transition of personnel, the Contractor shall make every effort to maintain manning without loss of service days to the Government. This may necessitate the use of temporarily assigned employees to fill short term gaps between permanently assigned employees.

The Contractor is required to use and/or replace all personnel with those who meet the minimum qualifications as stipulated above, and should strive to replace departing personnel with those having appropriate and/or equal qualifications. Failure on the part of the Contractor to employ an adequate number of qualified personnel to perform this work will not excuse the Contractor from failure to perform required tasks within the cost, performance, and delivery parameters of this contract / task order.

CONTRACTOR EMPLOYEE WORK CREDENTIALS.

Contractors shall ensure their employees and those of their Subcontractors have the proper credentials allowing them to work in the United States. Persons later found to be undocumented or illegal aliens will be remanded to the proper authorities.

SECTION B: ATTACHMENTS

APPENDIX TO TASK ORDER REQUEST FOR QUOTE

ATTACHMENT A: Common Services Platform (CSP) Architecture

ATTACHMENT B: Common Services & Core Tools

ATTACHMENT C: Agile Framework

ATTACHMENT D: GSA Security Policies

ATTACHMENT E: Task Order Contractor Metrics

ATTACHMENT F: IAE Data Management and Governance Plan

ATTACHMENT G: IAE Enterprise Architecture Framework

ATTACHMENT H: Task Order Milestones and Deliverables

All attachments are included separately under the naming convention above.