SOLICITATION/CONTRACT/OFFER FOR COMMERCIAL ITEMS
OFFER TO COMPLETE BLOCKS 12, 17, 22, 24, AND 30

1. REQUEST NUMBER
REQ-2400-12-0205

2. ORDER NUMBER
CPSC-D-06-0002

3. CONTRACT NO.
CPSC-D-06-0002

4. NAME
Rudi Johnson

5. SOLICITATION NUMBER
CPSC-D-06-0002

6. TELEPHONE NUMBER
301-504-7026

7. FOR SOLICITATION INFORMATION CALL

8. SOLICITATION ISSUE DATE
09/06/2012

9. ISSUED BY

10. THIS ACQUISITION IS
WOMEN-OWNED SMALL BUSINESS
HUBZONE SMALL BUSINESS
VETERAN-OWNED SMALL BUSINESS

11. DELIVERY FOR DELIVERY LOCATION (USE BLOCK 12 UNLESS BLOCK IS MARKED WITH X)
SEE SCHEDULE

12. DISCOUNT TERMS
Net 30

13a. THIS CONTRACT IS A
RATED ORDER UNDER
DFARS (52.212-27)

13b. RATING

14. METHOD OF SOLICITATION
RFP

15. DELIVER TO

16. ADMINISTERED BY

17a. CONTRACTOR CODE

17b. PAYMENT WILL BE MADE BY

18a. SUBMIT BID OR OFFER TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED
SEE ADDENDUM

19. ITEM NO

20. SCHEDULE OF SUPPLIES/SERVICES

21. QUANTITY

22. UNIT

23. UNIT PRICE

24. AMOUNT

25. ACCOUNTING AND APPROPRIATION DATA
0100A12DC-2012-9994700000-EXIT002400-252M0

26. TOTAL AWARD AMOUNT (For Govt. Use Only)
$39,608.16

27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, 52.212-23, AND 52.212-5 ARE ATTACHED ADDENDA

27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, 52.212-5 IS ATTACHED ADDENDA

28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.

29. AWARD OF CONTRACT: REF. OFFER DATED INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN IS ACCEPTED AS TO ITEMS

30a. SIGNATURE OF OFFEROR/CONTRACTOR

30b. NAME AND TITLE OF SIGNER (Type or print)

30c. DATE SIGNED

31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)

31b. NAME OF CONTRACTING OFFICER (Type or print)

31c. DATE SIGNED

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT UsABLE

STANDARD FORM 1449 (REV. 12/2012)

0001 SENIOR LEVEL DATABASE AND APPLICATION COMPUTER PROGRAMMING SERVICES TO IMPLEMENT ENHANCEMENTS TO THE CPSC BUDGET APPLICATION TO ALLOW USERS ADDITIONAL FLEXIBILITY FOR ENTERING AND REPORTING ON DATA.

The total amount of award: $39,608.16. The obligation for this award is shown in box 26.

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>303</td>
<td>HR</td>
<td>130.72</td>
<td>39,608.16</td>
</tr>
</tbody>
</table>

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED:

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

32d. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32e. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE

☐ COMPLETE ☐ PARTIAL ☐ FINAL

33. SHIP NUMBER 34. VOUCHER NUMBER 35. AMOUNT VERIFIED CORRECT FOR 36. PAYMENT 37. CHECK NUMBER

36. SIR ACCOUNT NUMBER 36. SIR VOUCHER NUMBER 40. PAID BY

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT

41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER 41c. DATE

42a. RECEIVED BY (Print)

42b. RECEIVED AT (Location)

42c. DATE REC'D (YY/MM/DD) 42d. TOTAL CONTAINERS
1. DESCRIPTION OF SERVICES
The Contractor shall implement enhancements to the CPSC Budget Application, which shall allow users' additional flexibility for entering and reporting on data. In addition, the Contractor implemented enhancements shall provide senior managers within the Agency to view budget submissions from all offices.

2. TASK ORDER
This is a task order under the existing firm-fixed price fully loaded hourly rate for the hours that are indicated on the schedule of services/supplies.

3. BACKGROUND AND DESCRIPTION OF WORK
The Budget Application is used by the CPSC program offices and the Office of Financial Management (EXFM) to gather, organize and analyze information to be incorporated into the CPSC Budget submissions in support of the budget formulation process. It is used to provide input to the budget submissions and to create "what if" scenarios to evaluate the impact of potential funding changes.

The Budget Application went through a redesign in February 2012, and subsequently, adjustments and modified requirements were identified. This statement of work addresses those enhancements and modifications that EXFM deems necessary to support the budget formulation process. These modifications shall allow EXFM to provide input to the budget submissions and to create "what if" scenarios to evaluate the impact of potential funding changes.

4. PERFORMANCE WORK STATEMENT:

A. The contractor shall act independently, and not as an agent of the Government, the Contractor shall furnish all necessary personnel, materials, services, and facilities to perform the work set forth below.

1. The Contractor shall modify the current Budget Application system by changing the priority level of the "Request" and "Critical" fields to have 5 levels.

2. The Contractor shall develop and implement enhancements that shall allow the system administrator to set the name of each of the 5 levels of priority to within each fiscal year/budget submission (i.e. FY14 Commission, FY14 OMB, etc).
3. The Contractor shall develop and implement enhancements that shall allow the user to run existing reports for a submission (i.e. FY14 Commission) at any of the 5 levels of the user's choosing.

4. The Contractor shall develop and implement enhancements that all allow the reports to aggregate data, including the following schema:
   - Level 2 = Level 1 data + Level 2 data
   - Level 3 = Level 1 data + Level 2 data + Level 3 data, etc.

5. The Contractor shall develop and implement a new user role within the system called “CPSC Executive”. The “CPSC Executive” user shall only ready access only to all Agency budget data in the system.

5. SERVICES AND PRICES
The contractor shall propose the total numbers of hours required in accordance with the fixed hourly rate (130.72, CLIN 0007) to successfully complete the task as specified in paragraph

6. CONTRACTOR QUALIFICATIONS
The Contractor personnel performing the work shall have a minimum of three (3) years experience in their respective subject matter area of expertise and shall have experience with CPSC’s Budget Application.

Any and all Contractor partners (subcontractors) shall possess the same, or higher, contractor qualifications.

The Contractor shall name as key personnel the resources for this effort. Key personnel may be substituted on the project at the discretion of the COR.

7. PERIOD OF PERFORMANCE
The Contractor shall provide the work of this task order from September 28, 2012 through March 30, 2013.

8. REPORTING AND DELIVERY REQUIREMENTS
As part of this work, the Contractor shall submit the following items to the Project Officer:

<table>
<thead>
<tr>
<th>CLIN #</th>
<th>SDLC Deliverable Requirements for Initiation Phase</th>
<th>Planned Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Kick-Off and Project Management Plan</td>
<td>NLT 10 days after contract award</td>
</tr>
<tr>
<td>1a</td>
<td>Weekly Status Reports</td>
<td>Weekly, NLT close of business every</td>
</tr>
<tr>
<td>CLIN #</td>
<td>SDLC Deliverable Requirements for Initiation Phase</td>
<td>Planned Completion Date</td>
</tr>
<tr>
<td>-------</td>
<td>-------------------------------------------------------------------------------------------------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>2</td>
<td>Updated versions of the following documents, reflecting Contractor’s Changes of System: Budget Application Users’ Guide (Version 1.1), Budget Application System Guide, and Budget Application User Acceptance Test.</td>
<td>NLT 60 days after contract award</td>
</tr>
</tbody>
</table>

9. GOVERNMENT FURNISHED PROPERTY

A. The Contractor shall provide all labor, materials and equipment necessary to plan, develop, and implement the application, excepting that the government will provide on-site workspace, laptop computers, monitors, computer accessories, and access to CPSC systems, databases, and documents as need is determined at the government's discretion, and as allowed by security and contractual constraints.

B. Remote access to the CPSC network is not available. Work shall be at the CPSC facilities.

10. INSPECTION AND ACCEPTANCE PERIOD

A. The CPSC Project Officer will review deliverables submitted by the contractor within ten (10) working days. If the CPSC requires corrections, the contractor shall modify and resubmit within five (5) working days after being notified of the required corrections.

B. Acceptance/rejection of deliverables will be based on conformance with paragraph 4, Performance Work Statement.

C. The CPSC Project Officer will provide to the Contractor a written acceptance or rejection of the Contractor's deliverables through an email within ten (10) working days after completion of services and submission of deliverables by the contractor.

11. QUALITY CONTROL

The contractor shall develop and maintain a quality control program to ensure qualified and professional personnel are being provided and that their performance is in accordance with the criteria stated within this Performance Work Statement and the commonly accepted commercial practices. At a minimum, the contractor shall develop quality control procedures that address the areas identified in the Performance Work Statement.
12. LC 5 CONTRACTING OFFICER REPRESENTATIVE (COR) DESIGNATION

a. The following individual has been designated at the Government's COR for this contract:

Name: Mr. Cynthia White  
Division: Financial Management Officer  
Telephone: 301-504-7532  
Email: cwhite@cpsc.gov  

Or

Name: Shikha Gambhir  
Division: IT Services, Room 839  
Telephone: 301-504-6996  
Email: sgambhir@cpsc.gov  

b. The CPSC COR is responsible for:

(1) monitoring the Contractor's technical progress, including surveillance and assessment of performance, and notifying the Contracting Officer within one week when deliverables (including reports) are not received on schedule in accordance with the prescribed delivery schedule.

(2) performing technical evaluation as required, assisting the Contractor in the resolution of technical problems encountered during performance; and

(3) inspection and acceptance of all items required by the contract.

c. The COR is not authorized to and shall not:

(1) make changes in scope of work, contract schedules, and/or specifications to meet changes and requirements,

(2) direct or negotiate any change in the terms, conditions, or amounts cited in the contract; and

(3) take any action that commits the Government or could lead to a claim against the Government.

d. A clear distinction is made between Government and Contractor personnel. No employer-employee relationship will occur between
government employees and contractor employees. Contractor employees must report directly to their company (employer) and shall not report to Government personnel.