

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEM OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30			1 REQUISITION NUMBER REQ-2800-16-0003	PAGE OF 1 5
2 CONTRACT NO. CPSC-D-11-0005	3 AWARD/ EFFECTIVE DATE 02/01/2016	4 ORDER NUMBER 0008	5 SOLICITATION NUMBER	6 SOLICITATION ISSUE DATE
7. FOR SOLICITATION INFORMATION CALL:	a. NAME Greg Grayson	b. TELEPHONE NUMBER 301-504-7725	(No collect calls) 8 OFFER DUE DATE/LOCAL TIME ET	
9. ISSUED BY CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 523 BETHESDA MD 20814	CODE FMPS	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE. % FOR: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> EMERGING SMALL BUSINESS NAICS: <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SOLE SOURCE SIZE STANDARD: <input type="checkbox"/> SERVICE DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> 6(A)		
11 DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12 DISCOUNT TERMS Net 30	<input type="checkbox"/> 13a THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	13b RATING 14 METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFO <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15 DELIVER TO CONSUMER PRODUCT SAFETY COMMISSION OFFICE OF IMPORT SURVEILLANCE 4330 EAST WEST HIGHWAY BETHESDA MD 20814	CODE EXIS	16 ADMINISTERED BY CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 523 BETHESDA MD 20814		
17a CONTRACTOR OFFEROR ARMEDIA LLC 8221 OLD COURTHOUSE ROAD SUITE 300 VIENNA VA 22182-5019	FACILITY CODE	18a PAYMENT WILL BE MADE BY CPSC Accounts Payable Branch AMZ 160 P. O. Box 25710 Oklahoma City OK 73125		
TELEPHONE NO	17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			
		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM		

19. ITEM NO	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	DUNS Number: Contracting Officer Representative (COR): Carleton Philpott Cphilpott@cpsc.gov 301-504-7604 TASK ORDER 0008 to contract CPSC-D-11-0005 is hereby issued for Technical and Governance Support Services of the PGA Message Set Project in accordance with the attached statement of work and the contractor's proposal dated January 26, <i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>				

25. ACCOUNTING AND APPROPRIATION DATA 0100A16DSE-2016-3434000000-EXIS002800-252H0	26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$729,299.22
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<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52 212-1, 52 212-4 FAR 52 212-3 AND 52 212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.	<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52 212-4 FAR 52 212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.
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<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN	<input type="checkbox"/> 29. AWARD OF CONTRACT REF. _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS.
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30a. SIGNATURE OF OFFEROR/CONTRACTOR	31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)
30b. NAME AND TITLE OF SIGNER (Type or print) James Bailey, President	30c. DATE SIGNED 2/1/2016
31b. NAME OF CONTRACTING OFFICER (Type or print) Rudi M. Johnson	31c. DATE SIGNED 2-1-16

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<p>2016. The period of performance shall be from 2 February 2016 through 1 February 2017. Terms and conditions shall be in accordance with CPSC-D-11-0005 and contractor's GSA federal supply contract# GS-35F-0891P</p>				
0001	PGA Message Set Project				729,299.22
0002	<p>All travel costs shall be in accordance with GSA Joint Federal Travel Regulations. Travel costs shall be negotiated at the time of need and agreed upon by the parties through issuance of a modification to the task order.</p> <p>The total amount of award: \$729,299.22. The obligation for this award is shown in box 26.</p>				0.00

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

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

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

33 SHIP NUMBER _____ 34 VOUCHER NUMBER _____ 35 AMOUNT VERIFIED CORRECT FOR _____ 36. PAYMENT COMPLETE PARTIAL FINAL _____ 37. CHECK NUMBER _____
 PARTIAL FINAL

38. S/R ACCOUNT NUMBER _____ 39 S/R VOUCHER NUMBER _____ 40. PAID BY _____

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

CPSC-D-11-0005/Task Order 0008
PGA Message Set Project (Soft) Support for the Implementation of
Electronic Filing of Certificates Pilot using
the Current Pilot System
STATEMENT OF WORK (SOW)

1. DESCRIPTION OF SERVICES

The Contractor shall continue to provide all necessary personnel and services for technical and consulting services to the U.S. Consumer Product Safety Commission (CPSC) to assist CPSC's Office of Import Surveillance (EXIS), in initiation, alignment, and completion of an alpha implementation of the eFiling concept outlined in this document. Performance shall take place on-site at CPSC Headquarters, 4330 East West Highway Bethesda, Maryland.

2. CONTRACT TYPE

This procurement is a firm-fixed price task order under CPSC-D-11-0005.

3. BACKGROUND AND OBJECTIVE

The CPSC is tasked with safeguarding consumers from unreasonable risks associated with the use of the products under its jurisdiction. CPSC port investigators work hand in hand with US Customs and Border Protection (CBP) personnel to oversee millions of shipments entering the country each month to ensure compliance with US laws and CPSC regulations.

CPSC has engaged with CBP in the International Trade Data System (ITDS), which allows the Commission to electronically access data on relevant imports in time to request holds on specific shipments at ports of entry. Using this interface, CPSC has developed and implemented decision management processes and systems for identifying suspect products and requesting inspections through CBP. CBP has developed a means to provide industry with a single electronic interface to file data on imported cargo to simplify processing for industry and to streamline data collection for CBP/ITDS's Participating Government Agencies (PGAs). The set of standard data elements and message types that CBP will collect on behalf of its PGAs is referred to as the "PGA Message Set". This data will be available to those PGAs that provide implementing guidance for its particular needs and which develop interfaces to the Intra-agency Web Services (IWS).

As part of the Commission's effort to evaluate architecture, implementation issues and business impact, the CPSC requires a test of PGA Message Set functionality provided by the CBP's ACE Modernization effort to collect targeting/enforcement data from a limited set of volunteer participants. Furthermore, an outcome of the recently held workshop on 16 CFR Part 1110 suggested the use of a certificate registry for advanced filing prior to importation, which will be tested along with the original concept of filing certificate elements through the PG Message Set during this period.

Two pilot periods for this program are anticipated:

Alpha – is the prototype development and proof of concept period.

Beta – is the test period for expansion of capacity to manage the expected volume needed to administer this regulation across a large segment of industry – as anticipated by the requirements in the proposed regulation.

4. DESCRIPTION OF WORK

The Contractor shall continue to provide all labor and services necessary to perform the work noted in this statement of work. The contractor shall perform the following:

1. Coordinate with the Program Office in the initiation, alignment and completion of the alpha implementation of the eFiling concept for the Commission.

2. In coordination with Program Office, train and perform outreach to Industry (including importers, brokers, and software developers), Government, and other stakeholders to support participation in an effective, technical implementation of the concept.
3. Provide project management support services that are aligned with the Project Management Institute's (PMI) Project Management Body of Knowledge (PMBOK), other relevant bodies, guidance and best practices;
 - a. Regular creation and updates of project management-related artifacts, such as the risk log, action log, status reports" and project management plans;
 - b. Attending and supporting project-related meetings through facilitation, risk and problem identification, and solution creation.
4. Devise an evaluation of the concept implementation as contrasted to the projected burden to industry. This includes an evaluation plan to demonstrate the benefit to the Risk Assessment Methodology versus the cost to participants

5. CONTRACTOR QUALIFICATIONS

Contractor personnel responsible for the technical aspect of the project (i.e. project manager, database administrator, developer) shall have a minimum of six (6) years hands-on implementation experience within their respective area of expertise.

The Contractor shall name as key personnel the individuals assigned to perform project management and software engineering tasks on this effort. Key personnel may be substituted on the project on approval from the Contracting Officer Representative (COR).

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

6. PERIOD OF PERFORMANCE

The Contractor shall provide the work of this task order from February 2, 2016 through February 1, 2017.

7. REPORTING AND DELIVERY REQUIREMENTS

As part of this work, the Contractor shall submit the following items to the Contracting Officer Representative:

CLIN #	Deliverable Name	Due Date and Format (NLT-No Later Than, measured in business days)
1	Weekly Status Reports	<ul style="list-style-type: none"> • Weekly, NLT 5:00pm Eastern every Friday during the period of performance • Report shall be in MS Word format uploaded to a COR-designated SharePoint site
2	Project plan at detail tasks level, including plan milestones	<ul style="list-style-type: none"> • Plan updates created as project changes occur, such as dates • Plan shall be uploaded to a COR-designated SharePoint site in MS Project format
3	Training materials, as detailed in Project plan	<ul style="list-style-type: none"> • NLT as indicated in plan • MS PowerPoint or Word uploaded to a COR-designated SharePoint site
4	Pilot Support materials, as detailed in the Project plan	<ul style="list-style-type: none"> • NLT as indicated in plan • MS PowerPoint, Word, or in another format (if program office approved), uploaded to a COR-designated SharePoint site
5	Meeting Logs	<ul style="list-style-type: none"> • Provide timely records as required by CPSC policy and regulations, to include taking meeting notes during each occurrence, recording

CLIN #	Deliverable Name	Due Date and Format (NLT-No Later Than, measured in business days)
		participants, and producing a meeting log summary for publication on CPSC.gov <ul style="list-style-type: none"> • MS PowerPoint, Word, or in another format (if program office approved), uploaded to a COR-designated SharePoint site
6	Evaluation plan	<ul style="list-style-type: none"> • NLT 2 days after each milestone is reached. • Plan shall be in MS Word format uploaded to a COR-designated SharePoint site

8. GOVERNMENT FURNISHED PROPERTY

1. The government will provide on-site workspace, laptop computers, monitors, computer accessories, and access to CPSC systems, databases, and documents as need to perform this task.
2. Travel may be required to complete the effort under this task order. Specifically travel to pilot companies and specific ports of entry may be necessary for on-boarding. All travel costs shall be in accordance with GSA Joint Federal Travel Regulations. Travel costs shall be negotiated at the time of need and agreed upon by the parties through issuance of a modification to the task order.