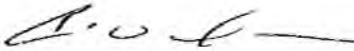


SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER		PAGE 1 OF 33	
2. CONTRACT NO. HQ003422A0006P00001		3. AWARD/EFFECTIVE DATE 25-Apr-2022	4. ORDER NUMBER		5. SOLICITATION NUMBER HQ003422R0016		6. SOLICITATION ISSUE DATE 18-Feb-2022
7. FOR SOLICITATION INFORMATION CALL:		a. NAME PEGGIE L LOWERY			b. TELEPHONE NUMBER (No Collect Calls) 703-545-9511		8. OFFER DUE DATE/LOCAL TIME 12:00 PM 07 Mar 2022
9. ISSUED BY WHS - ACQUISITION DIRECTORATE 4800 MARK CENTER DRIVE, SUITE 09F09 ALEXANDRIA VA 22350-0002 TEL: FAX:		CODE HQ0034	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: 100% FOR: <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8(A) NAICS: 541219 SIZE STANDARD: \$22,000,000				
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
15. DELIVER TO DEFENSE SECURITY COOP AGENCY (DSCA HQ) (b)(6)		CODE HQ0013	16. ADMINISTERED BY SEE ITEM 9				
17a. CONTRACTOR/OFFEROR RMA ASSOCIATES, LLC (b)(6) 1005 N GLEBE RD STE 610 ARLINGTON VA 22201-5758 TELEPHONE NO. (b)(6)		CODE 5VR67	FACILITY CODE 5VR67	18a. PAYMENT WILL BE MADE BY DFAS INDIANAPOLIS 8899 E 56TH STEET, INDIANAPOLIS INDIANAPOLIS IN 46249-1500 CODE HQ0792			
<input type="checkbox"/> 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 checked="" type="checkbox"/> SEE ADDENDUM					
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
SEE SCHEDULE							
25. ACCOUNTING AND APPROPRIATION DATA					26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$0.00 EST		
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 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							
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 0 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.					<input checked="" type="checkbox"/> 29. AWARD OF CONTRACT: REF. RFQ OFFER DATED <u>07-Mar-2022</u> . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: SEE SCHEDULE		
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ERIC DARBY / CONTRACTING OFFICER TEL: 571-214-1848 EMAIL: eric.d.darby.civ@mail.mil		31c. DATE SIGNED 20-Apr-2022	

**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
(CONTINUED)**

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
<p>SEE SCHEDULE</p>					

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

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

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

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
--	--------------------	---------------------------------	--	------------------

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 <i>(Print)</i>		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT <i>(Location)</i>	
		42c. DATE REC'D <i>(YY/MM/DD)</i>	42d. TOTAL CONTAINERS

Section A - Solicitation/Contract Form

AGREEMENT INFORMATION

1. Effective Term of the BPA

BPA HQ0034-22-A-0006 is entered into under the authority of FAR 8.405-3 Blanket Purchase Agreements, and terms and conditions outlined in both in this document and GSA Schedule Number GS-23F-016AA.

2. This agreement is entered into this 25th day of April 2022 by the United States of America (the "Government") represented by Eric U. Darby, the Contracting Officer, and RMA Associates LLC, a corporation organized and existing under the laws of the State of Virginia (the "Contractor").

AGREEMENT INFORMATION:

AGREEMENT CEILING AMOUNT	(b)(4)	(b)(4)
AGREEMENT PERIOD START DATE	25-APR-2022	13-SEP-2021
AGREEMENT PERIOD END DATE	31-MAR-2027	12-SEP-2024

3. POINT OF CONTACT

Contract Specialist: Peggie Lowery
Phone: (571) 296-0376
Email: peggie.l.lowery2.civ@mail.mil

Contracting Officer: Candace Noel
Phone: (571) 213-9638
Email: candace.e.noel.civ@mail.mil

(b)(6)

4. Description of Services: This acquisition is for the establishment of an Audit Remediation Support Services requirement, is for the creation of a BPA vehicle to provide DSCA Security Assistance (SA) Community Audit Remediation Support Services in a timely and cost-effective manner as outlined in the PWS of this award, and other necessary support. All orders will be firm-fixed-price (with the exception of travel and ODC CLINs), and located within the continental United States.
5. Extent of Obligation: The Government is obligated only to the extent of authorized purchases actually made under the BPA. Funds will be obligated on individual calls placed against the BPA or the usage of a credit card. In accordance with FAR 16.702(c), no monetary obligation in the form of a minimum guarantee or otherwise will be made with the establishment of the BPA. Additionally, all credit card orders will be placed over the phone or via email. The Contracting Officer via a BPA Call Order will execute orders over \$3500. The Government reserves the right to cancel this BPA at any time, and is bound only to the extent the Contractor must be given 30 days written Notification prior to exercising this right.

6. Authorized BPA Users/Callers: Ordering is decentralized in that DoD Contracting Offices within the Continental United States are authorized to use this BPA following the terms and conditions outlined in the Ordering Guide. All Contracting Offices are required to receive written permission from Washington Headquarters Services, Acquisition Directorate (WHS/AD) prior to issuing a solicitation.
7. Purchase Limitation: This BPA will have a performance period of five (5) years from the time of agreement. The combined value of all Calls (Master BPA Limit) issued under this BPA will not exceed (b)(4). Should the combined value of all Calls issued under this BPA reach (b)(4) at any time during the period of performance, no additional Calls will be issued unless the agreement is modified. Per the terms and conditions set forth in the Ordering Guide, all requirements will be reviewed for size and scope approval by WHS AD before a solicitation may be issued. WHS AD reserves the right to bar any Contracting Office from using the BPA, should it determine that the requirement is not within size and scope constraints.
8. Invoices: The Contractor shall invoice monthly per BPA task order unless otherwise directed in the specific task order in accordance with DFARS 252.232-7006 – Wide Area Workflow (WAWF) Payment Instructions.
9. Issuance of Calls: Calls will be solicited from the awardee of the BPA in accordance with FAR 8.405-3 and procedures described within the Ordering Guide. The Government may utilize Request for Quotation (RFQ) procedures, which may require the contractor to submit a price quote and delivery schedule for an anticipated Call award. All proposed calls will be reviewed by the Ordering Contracting Office to determine that the BPA represents the most advantageous method of fulfilling the Government's requirement considering price and other factors.
10. Obligation of Funds: Funds will be obligated on individual BPA Calls placed against the BPA. The Government is obligated only to the extent of authorized purchases actually made under the BPA.
11. BPA Pricing: All awarded labor rates shall be at or below the ceiling rates established by the BPA. The prices on the BPA will be reviewed periodically to determine that all rates at the order level are, at a minimum, at or below the BPA ceiling rates.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Audit Remediation Support Services FFP The Contractor shall provide Audit Remediation Support Services for all orders issued, in accordance with PWS section 3. FOB: Destination R704	1	Lot	(b)(4)	(b)(4) EST
NET AMT					(b)(4) EST.)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Other Direct Cost - (b)(4) (b)(4) Travel authorized under PWS Section 1.6.13 will be reimbursed in accordance with FAR 31.205-46, Travel Costs. Travel cost will be reimbursed pursuant to the limitations set forth in FAR 31.205-46, Travel Cost. This is a not-to exceed (NTE (b)(4) CLIN and contractor is not required to provide pricing for this CLIN. LABOR SCHEDULE Category: (b)(4) Rate Title: (b)(4) Rate: (b)(4) Sub-Category: Travel FOB: Destination R704	1	Lot	(b)(4) (EST.)	(b)(4) EST.)
TOT ESTIMATED PRICE CEILING PRICE					(b)(4) NTE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001 EXERCISED OPTION	Audit Remediation Support Services FFP The Contractor shall provide Audit Remediation Support Services for all orders issued, in accordance with PWS section 3. FOB: Destination R704	1	Lot	(b)(4)	(b)(4) EST

NET AMT

(b)(4) EST.)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1002 EXERCISED OPTION	Other Direct Cost - Travel T&M Travel authorized under PWS Section 1.6.13 will be reimbursed in accordance with FAR 31.205-46, Travel Costs. Travel cost will be reimbursed pursuant to the limitations set forth in FAR 31.205-46, Travel Cost. This is a not-to exceed (NTE (b)(4); (b)(6)) CLIN and contractor is not required to provide pricing for this CLIN. LABOR SCHEDULE Category: (b)(4) Rate Title: (b)(4) Rate: (b)(4) Sub-Category: (b)(4) FOB: Destination R704	1	Lot	(b)(4) (EST.)	(b)(4) (EST.)

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001 OPTION	Audit Remediation Support Services FFP The Contractor shall provide Audit Remediation Support Services for all orders issued, in accordance with PWS section 3. FOB: Destination R704	1	Lot	(b)(4)	(b)(4) EST

NET AMT

(b)(4) (EST.)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2002 OPTION	Other Direct Cost - Travel T&M Travel authorized under PWS Section 1.6.13 will be reimbursed in accordance with FAR 31.205-46, Travel Costs. Travel cost will be reimbursed pursuant to the limitations set forth in FAR 31.205-46, Travel Cost. This is a not-to exceed (NTE (b)(4) CLIN and contractor is not required to provide pricing for this CLIN. LABOR SCHEDULE Category: (b)(4) Rate Title Rate: (b)(4) Sub-Category: (b)(4) FOB: Destination R704	1	Lot	(b)(4) (EST.)	(b)(4) (EST.)

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001 OPTION	Audit Remediation Support Services FFP The Contractor shall provide Audit Remediation Support Services for all orders issued, in accordance with PWS section 3. FOB: Destination R704	1	Lot	(b)(4)	(b)(4) EST

NET AMT

(b)(4) (EST.)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3002 OPTION	Other Direct Cost - Travel T&M Travel authorized under PWS Section 1.6.13 will be reimbursed in accordance with FAR 31.205-46, Travel Costs. Travel cost will be reimbursed pursuant to the limitations set forth in FAR 31.205-46, Travel Cost. This is a not-to exceed (NTE) (b)(4) CLIN and contractor is not required to provide pricing for this CLIN. LABOR SCHEDULE Category: (b)(4) Rate Title: (b)(4) Rate: (b)(4) Sub-Category: (b)(4) FOB: Destination R704	1	Lot	(b)(4) (EST.)	(b)(4) (EST.)

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001 OPTION	Audit Remediation Support Services FFP The Contractor shall provide Audit Remediation Support Services for all orders issued, in accordance with PWS section 3. FOB: Destination R704	1	Lot	(b)(4)	(b)(4) EST

NET AMT

(b)(4) EST.)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4002 OPTION	Other Direct Cost - Travel T&M Travel authorized under PWS Section 1.6.13 will be reimbursed in accordance with FAR 31.205-46, Travel Costs. Travel cost will be reimbursed pursuant to the limitations set forth in FAR 31.205-46, Travel Cost. This is a not-to exceed (NTE (b)(4) CLIN and contractor is not required to provide pricing for this CLIN. LABOR SCHEDULE Category: (b)(4) Rate Title: (b)(4) Rate: (b)(4) Sub-Category: (b)(4) FOB: Destination R704	1	Lot	(b)(4) (EST.)	(b)(4) EST.)

NET AMT

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT

BLANKET PURCHASE AGREEMENT (BPA)
Washington Headquarters Services (WHS)
Defense Security Cooperation Agency (DSCA)
Security Assistance (SA) Community Audit Remediation

7 February 2022

Part 1

1. General Information:

1.1 The Contractor shall comply with all terms and conditions of the awarded Schedule contract under this Blanket Purchase Agreement (BPA) and orders issued against the BPA. The terms and conditions of the Contractor's Schedule contract shall prevail over the BPA and task orders, except to the extent that lower prices established in the resulting BPA take precedence over Schedule higher prices. The terms and conditions in this BPA apply to all orders placed pursuant to it. In the event of an inconsistency between the provisions of the BPA and task orders, the provisions of this BPA will take precedence. BPAs do not obligate funds. The Government is obligated only to the extent of authorized orders made under the BPAs. It is the responsibility of the individual ordering entities under the BPAs to ensure adequate funds are available. There is no limit on the dollar value of order purchases made under this BPA. The maximum order limitation in the Schedule contract is for determining discounts and does not limit the dollar value of an order.

1.2 Background:

1.2.1 Defense Security Cooperation Agency (DSCA)'s mission is to advance United States (US) national security and foreign policy interests by building the capacity of foreign security forces to respond to shared challenges. DSCA leads the broader U.S. security cooperation enterprise in its efforts to train, educate, advise and equip foreign partners.

1.2.1.1 DSCA administers SC programs that support U.S. policy interests and objectives identified by the Executive Office of the President (EOP), Department of State (DOS), and Department of Defense (DoD). These objectives include developing specific partner capabilities, building alliances and partnerships, and facilitating U.S. access.

1.2.1.2 DSCA integrates SC activities to support a whole-of-government approach while providing execution guidance to DoD entities implementing Security Cooperation (SC) programs. DSCA manages the programmatic and financial execution of Foreign Military Sales (FMS) and many other SC programs.

1.2.1.3 DSCA executes DoD SC programs, directing, administering, providing guidance and Information Technology (IT) support services to the military components and DoD representatives supporting those programs. To accomplish this, DSCA manages complex funding streams, operates and maintains a robust IT infrastructure that links the entire SC community, and trains USG employees, industry partners and international partners across the SC community.

Worldwide, DSCA supports SC offices in 145 countries, 64,100 students training from 160 countries, and an average of 13,000 active cases. The largest and well-known DSCA program is Foreign Military Sales (FMS), through which U.S. defense articles, services, and training are sold to partners.

1.2.2 Purpose:

1.2.2.1 This BPA is to obtain DSCA Security Assistance (SA) Community Audit Remediation Support Services in a timely and cost-effective manner. This Audit Remediation Support Services will strengthen transparency for our domestic customers and foreign partners' funds, promoting trust between the U.S. Government and the international community. Additionally, the support services will allow for the assessment and control of the Security Assistance Community's mission risks while ensuring efficient and effective management of resources to protect against fraud, waste, and abuse.

1.2.2.2 The Department of Treasury has deemed the Security Assistance Account (SAA) as a significant entity; therefore, requiring an annual audit for the SAA. DSCA has undergone financial examinations beginning November 2019 and plans to undergo a full financial statement audit in January 2022. The SAA includes: the Foreign Military Sales (FMS) Trust Fund, International Military Education and Training (IMET) Fund, Foreign Military Financing (FMF) Program, Special Defense Acquisition Fund (SDAF), Global Security Contingency Fund (GSCF), Foreign Military Loan Liquidating Account, Military Debt Reduction Financing Account, FMF Direct Loan Program, FMF Direct Loan Financing Account, Security Assistance International Program (SAIP), and other miscellaneous accounts that contribute to the combined consolidated financial statement.

1.3 Objectives:

1.3.1 The service objective is to improve the SC community's existing audit remediation infrastructure by strengthening internal controls and financial management practices; instituting sustainable business processes; and driving effective change throughout the Security Cooperation community.

- Objective I: Provide support to numerous SAA audit line of efforts and remediation initiatives.
- Objective II: Support the financial reporting framework that Defense Finance and Accounting Service DFAS uses to produce the DSCA's SAA financial statements for Title 22 that supports auditable Full Financial Statements. This includes the validation and financial analysis of the comparable financial statements.
- Objective III: Support achievement and sustainment of an unmodified or "clean" audit opinion for the SAA.

1.4 Scope:

1.4.1 The customer community of this BPA will require support from a certified public accounting firm with extensive financial audit readiness, remediation, and audit examination experience, working large and complex accounts for federal agencies to assist in the development and remediation of the SAA Financial Improvement and Audit Remediation (FIAR) programs.

1.4.1.1 The Contractor shall assist the SA Community in reconciliation of auditable financial statements developed by Defense Finance Accounting Service (DFAS). This includes; managing enduring audit remediation efforts; supporting enhancements and improvements related to the Financial Improvement and Audit Readiness (FIAR) critical capabilities; managing Notice of Findings and Recommendations (NFRs) by assisting with developing, monitoring, validating, and implementing of Corrective Action Plans (CAPs); in compliance with the methodology established in the most current Office of the Under Secretary of Defense, Comptroller (OUSDC), hereafter referenced as OUSDC, FIAR Guidance.

1.5 Period of Performance:

1.5.1 This BPA vehicle will be for a period of performance of five years from the date of award, with yearly evaluations to confirm that the use of the vehicle is still in the best interest of the Government.

1.6 Place of Performance:

1.6.1 The Government will provide a suitable infrastructure that promotes the safe and efficient work efforts of the Contractor. Throughout the duration of the task, Contractor staff will be provided with workspaces, computers and necessary systems access, email accounts, and telephones as specified in the BPA Call. The Contractor will be required to provide an off-site location for the remaining staff. Daily work efforts will be performed within the location specified in the BPA Call. However, off-site work efforts may be required, as necessary, in support of the evaluation program, data discovery, and reconciliations augmented audit review and liaison support, and/or other specified activities relative to the size and capacity of SA Community's facilitated and supported space as specified in the BPA Call.

Performance locations may include but not limited to Washington DC, Huntsville Alabama, Edward California, Doral, Florida, Patuxent River, Maryland, Honolulu, Hawaii, Beaufort, South Carolina and Colorado Springs, Colorado. The locations are dependent on the BPA Call.

1.6.2 Alternate Place of Performance:

1.6.2.1 The Contractor shall perform tasks specified in this PWS at the facilities identified in section six (6), seven (7), or eight (8) of the DD Form 254, which will be provided upon BPA Call.

1.7 Travel:

1.7.1 The contractor shall seek approval from the Order Contracting Officer or his/her designee prior to traveling. This request for approval shall include a "not to exceed" estimate of the proposed travel and per Diem costs. The

Government shall not be charged G&A fees for any travel, unless other procedures are specified in the underlying schedule contract. Contractors shall be reimbursed only for incurred costs at or below the "not to exceed" estimate.

1.7.1.1 Costs for transportation, lodging, meals, and incidental expenses incurred by contractor personnel on official company business are allowable subject to the limitations contained in **FAR 31.205-46** Travel Costs.

1.8 Telework:

1.8.1 Telework is a work arrangement that allows an employee to perform work, during any part of regular, paid hours, at an approved alternative worksite (e.g., home, telework center, etc.). The Government may request that the 1.7.1.1 Contractor implement Telework procedures under certain conditions, therefore the Contractor must have established Telework Agreements in place with their employees. The Contractor telework agreement should be submitted annually to incorporate updates as necessary. The Contractor is responsible for their employees, labor hours, assignments, and government property while in telework status.

1.8.1.2 Unscheduled telework is when a manager approves a request to telework from a telework-ready employee on a non-telework day due to emergency related conditions (e.g., inclement weather, building closures, or other agency announced emergencies).

The process for requesting unscheduled telework of Contractor employees is as follows:

- i. The Government request will be coordinated with the Contractor PM.
- ii. The request will identify the unscheduled telework condition (e.g., inclement weather, building closures or other agency announced emergencies),
- iii. The request will identify what Contractor labor category is eligible for telework. (NOTE: the Government defines eligible positions/assignments as those, which require/have equipment and access to work off-site, with instructions for documenting assignments).
- iv. The COR will identify tasks and approve the deliveries for the specific telework date, time and tasks.

All scheduled or unscheduled telework will be at no additional cost to the Government.

1.9 Recognized Holidays:

1.9.1 Contractor is not required to work on federal holidays. However, if a program occurs over a holiday period, a limited number of personnel may be needed to support a program. Prior coordination has to be made and approved between the COR and Contracting Officer.

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
President's Day	Veterans Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day
Juneteenth	Independence Day

1.10 Security Requirements:

1.10.1 This section shall be considered a supplement to Block 13 of the Government provided DD Form 254, Contract Classification Specification. The following security requirements shall apply to this effort.

1.10.1.1 The overall classification of work associated with this PWS is at the TOP SECRET level for purposes of access to classified and unclassified DOD computer networks. The Contractor shall have a current facility clearance of TOP SECRET issued by the Defense Industrial Security Clearance Office (DISCO) at the time of quote submission to work this effort.

1.11 BPA Pricing & Basis

1.11.1 BPAs will be established based on the winning offeror's Professional Services – Financial Services, Federal Supply Schedule rates. Further information will be outlined in this section upon contract award.

1.12 Administrative Considerations:

1.12.1 The BPA Contracting Officer is the only person authorized to make or approve any changes to the requirements or terms and conditions contained in this BPA. In the event the Contractor makes any BPA changes at the direction of any person other than the BPA Contracting Officer, the change will be considered to have been made without authority and no adjustment will be to cover any increase in cost incurred as a result thereof.

1.12.1.1 Defense Security Cooperation Agency (DSCA) points of contact responsible for administration of this BPA are:

To be completed at award

1.12.1.2 Additional points of contact may be specified after BPA establishment. The Contractor may be asked to provide required BPA deliverables to these points of contact as well.

A separate, Order Contracting Officer or Contracting Officers Representative may be assigned before the performance of each task order under this BPA. The Order Contracting Officer or Contracting Officers Representative will be responsible for administering the applicable Order.

1.13 Quality Assurance Surveillance Plan (QASP):

1.13.1 The Government shall evaluate the Contractor's performance under each order in accordance with the BPA Quality Assurance Surveillance Plan. This plan is primarily focused on what the Government must do to ensure that the Contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s). The QASP is for Government use only and is not incorporated into or otherwise a part of this contract.

1.14 Confidentiality and Nondisclosure:

1.14.1 Contractor-generated preliminary and final deliverables, all associated working papers, and other material DSCA deems relevant in the performance of Orders are the property of the U.S. Government and must be submitted to the Order Contracting Officer or Contracting Officers Representative by the conclusion of the Order. All documents produced for this BPA are the property of the U.S. Government and cannot be reproduced or retained by the Contractor. All appropriate project documentation will be given to DSCA during or at the conclusion of this BPA. The Contractor shall not release any information without the written consent of the Order Contracting Officer Contracting Officers Representative.

1.15 Protection of Information:

1.15.1 The Contractor shall be responsible for properly protecting all information used, gathered, or developed as a result of work under this BPA. In addition, the Contractor shall protect all government data, equipment, etc. by treating the information as sensitive.

1.15.1.1 Controlled Unclassified Information (CUI), Sensitive but Unclassified Information (SBUI), Classified Information, data, and/or equipment will only be disclosed to authorized personnel as described in the Order. The Contractor shall ensure that appropriate administrative, technical, and physical safeguards are established to ensure the security and confidentiality of this information, data, and/or equipment is properly protected. When no longer required, this information, data, and/or equipment shall be returned to Government control; destroyed; or held until otherwise directed by the Order Contracting Officer. Items returned to the Government shall be hand carried or mailed to the Order Contracting Officer or other designee. The Contractor shall destroy unneeded items by burning, shredding or any other method that precludes the reconstruction of the material.

PART 2

DEFINITIONS & ACRONYMS

2.0 DEFINITIONS AND ACRONYMS

2.1 Definitions

2.1.1 **CONTRACTOR.** A supplier or vendor awarded a contract to provide specific supplies or service to the Government. The term used in this contract refers to the prime.

2.1.2 **CONTRACTING OFFICER (KO).** A person with authority to enter into, administer, and or terminate contracts, and make related determinations and findings on behalf of the Government. Note: The only individual who can legally bind the Government.

2.1.3 **CONTRACTING OFFICER'S REPRESENTATIVE (COR).** An employee of the U.S. Government appointed by the contracting officer to administer the contract. Such appointment shall be in writing and shall state the scope of authority and limitations. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract, does not constitute a change, and has no funding implications. This individual does NOT have authority to change the terms and conditions of the contract.

2.1.4 **DAY.** In this PWS, "days" refer to Business Days unless otherwise stated.

2.1.5 **DEFECTIVE SERVICE.** A service output that does not meet the standard of performance associated with the Performance Work Statement.

2.1.6 **DELIVERABLE.** Anything that can be physically delivered, but may include non-manufactured things such as meeting minutes or reports.

2.1.8 **OPERATIONAL SECURITY (OPSEC).** They systematic and proven process by which potential adversaries can be denied information about capabilities and intentions by identifying, controlling, and protecting generally unclassified evidence of the planning and execution of sensitive activities. The process involves five steps: identification of critical information, analysis of threats, analysis of vulnerabilities, assessment of risks, and application of appropriate countermeasures (NIST SP 800-53 Rev. 5 under operations security from CNSSI 4009-2015).

2.1.9 **PHYSICAL SECURITY.** Actions that prevent the loss or damage of Government property.

2.1.10 **QUALITY ASSURANCE.** The Government procedures to verify that services being performed by the Contractor are performed according to acceptable standards.

2.1.11 **QUALITY ASSURANCE SURVEILLANCE PLAN (QASP).** An organized written document specifying the surveillance methodology to be used for surveillance of Contractor performance.

2.1.12 **QUALITY CONTROL.** All necessary measures taken by the Contractor to assure that the quality of a product or service shall meet contract requirements.

2.1.13 **SUBCONTRACTOR.** One that enters into a contract with a prime contractor. The Government does not have privity of contract with the subcontractor.

2.1.14 **WORK DAY.** The number of hours per day the Contractor provides services in accordance with the contract.

2.1.15 **WORK WEEK.** Monday through Friday, unless specified otherwise.

2.2 Acronyms:

CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer Representative
COTR	Contracting Officer's Technical Representative
DD254	Department of Defense Contract Security Requirement List
DFARS	Defense Federal Acquisition Regulation Supplement
DOD	Department of Defense
FAR	Federal Acquisition Regulation
KO	Contracting Officer

OCI	Organizational Conflict of Interest
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
ODC	Other Direct Costs
POC	Point of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
TE	Technical Exhibit
WHS	Washington Headquarters Services

PART 3 SPECIFIC TASKS

The contractor shall provide support in the following topic areas.

3. Audit Remediation Support Services

- 3.1 Program/Project Management and Transition Support: The Contractor shall provide program management and contract management for all orders issued. These services shall include ongoing monitoring and reporting of program progress against plan, attending status meetings and other program-level meetings as required, reviewing business cases, and monitoring the quality of program deliverables and the use of program policies, procedures, standards, and toolsets. Perform transition-in/out services necessary to provide a smooth and efficient transition from/to the existing/future contractor without any interruption or degradation in any services.
- 3.2 Comprehensive Risk Management: The contractor shall assist the government in providing a comprehensive risk management plan to address, identify, assess, and provide prioritization of risks (including how risks will be recorded, reported, and mitigated). Plans shall include the full range of risks that could affect the project including but not limited to resources, access, physical and cyber security, and un-planned events. Should any risk arise, the contractor shall develop a mitigation plan to reduce or eliminate the risk. The plan shall contain a mitigation summary of high-risk FIAR and Managers' Internal Control Program (MICP) items to help monitor and reduce or eliminate the associated risks. The contractor shall monitor the plan and provide updates to the COR. The contractor shall notify the COR when the contractor believes that any Government activity may impact performance, schedule or costs.
- 3.3 Continuity Plan: The contractor shall provide a continuity plan ensuring that operations and essential functions under all conditions are performed efficiently with minimal disruption, especially during an emergency. The current changing threat environment and recent emergencies, including acts of nature, accidents, technological emergencies, and military or terrorist attack-related incidents, have increased the need for viable continuity capabilities and plans that enable organizations to continue their essential functions in an all-hazards environment and across a spectrum of emergencies. This document ensures DSCA is capable of conducting its essential missions and functions under all threats and conditions, with or without warning.
- 3.4 Audit Remediation Support: The Contractor shall assist in the evaluation of the SA Community's audit preparation efforts and recommend enhancements. Audit remediation support includes, but is not limited to, updating and maintaining Standard Operating Procedures (SOPs) process narratives, process maps, Master Project Plan (MPP) status updates, enhance or create an Audit Infrastructure to respond to the auditor and create audit metrics utilizing the NFR database and support Advana initiatives (Reconciliation, Universe of Transaction UoT) impacting the audit.

The Contractor shall assist the SA Community with collection and review of supporting documents for selected samples during audit or examination, develop, and track scorecard to monitor progress for SA Community's audit activities.

The Contractor shall continue sustainment of validation testing of the SA Community's key internal controls over financial reporting and supporting documentation for finding remediation support on a monthly basis or as needed. The Contractor shall support development and validation of CAPs; evaluate and perform root cause analysis of audit and examination NFRs, and

develop and implement remediation plans. The Contractor will work with the SA Community and its stakeholders to develop, implement, monitor, and report CAPs.

- 3.5 Audit Remediation Support Plan: The Contractor shall prepare a remediation plan that shall include any findings, conditions, or deficiencies that limit the audit readiness of the specified element, account, line item or financial statement(s). This report shall provide a suggested detailed remediation plan based on best business practices for those findings, conditions, or deficiencies identified in the report. The SA Community's management retains exclusive responsibility for choosing which recommendations, if any, to implement and is responsible for such implementation.

The Contractor shall execute and validate a recurring testing function. Recurring testing will occur routinely, but at a minimum annually, for the SA Community's key internal controls over financial reporting and supporting documentation for assessable material units to ensure financial reporting objectives are met, and the SA Community can withstand audit scrutiny. The Contractor shall identify corrective actions based on the testing performed, as necessary. The Contractor shall perform tests, generate/collect results, perform analysis of the results and report on the status. The Contractor shall assist in the development of CAPs for deficiencies identified to be agreed upon and implemented by government

PART 4**APPLICABLE PUBLICATIONS**

4.0 APPLICABLE PUBLICATIONS (CURRENT EDITIONS)

4.1 The Contractor shall abide by all applicable regulations, publications, manuals, and local policies and procedures. These include:

- DoD Instruction (DoDI) 8500.01, Cybersecurity
- DoD Instruction (DoDI) 8510.01, DoD Risk Management Framework (RMF) for DoD Information Technology
- The Privacy Act (5 U.S.C. 552a)
- DoD 5400.11-R, and DoD Directive 5400.11, DoD Privacy Program
- DoD 6025.18-R DoD Health Information Privacy Regulation
- DoD 5200.2-R, Personnel Security Program
- HSPD-12, Homeland Security Presidential Directive
- NIST SP 800-171, Protecting Controlled Unclassified Information in Nonfederal Information Systems & Organizations
- NIST SP 800-137, Information Security Continuous Monitoring
- <https://www.whs.mil/COVID-19/>

PART 5

ATTACHMENT/TECHNICAL EXHIBITS

5.0 ATTACHMENT/TECHNICAL EXHIBIT LIST

5.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary

5.1 TECHNICAL EXHIBIT 1 – Performance Requirements Summary

5.1.1 This summary identifies critical factors for contract success. It identifies both the performance objectives for those factors and the performance threshold required for each performance objective. The absence of any contract requirement from the PRS shall not detract from its enforceability nor limit the rights or remedies of the Government under any other provision of the contract including the clauses entitled "Inspection of Services" and "Default". The Government reserves the right to surveil all services called for in the contract to determine whether the performance objectives and goals were met.

5.1.2 The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

PERFORMANCE OBJECTIVE	PERFORMANCE STANDARD/ACCEPTABLE QUALITY LEVEL
Develop and submit all required deliverables	Performance is acceptable when: a) 100% of deliverable requirements are met and received on time and b) critical information is accurate
Plan and execute work effectively	Performance is acceptable when sprints complete 80% of the planned story points. Additional ratings are as follows: Excellent 100% of story points are completed each sprint Very Good > 90% of story points are completed each sprint Satisfactory > 80% of story points are completed each sprint

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
0002	Destination	Government	Destination	Government
1001	Destination	Government	Destination	Government
1002	Destination	Government	Destination	Government
2001	Destination	Government	Destination	Government
2002	Destination	Government	Destination	Government
3001	Destination	Government	Destination	Government
3002	Destination	Government	Destination	Government
4001	Destination	Government	Destination	Government
4002	Destination	Government	Destination	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	DODAAC / CAGE
0001	POP 25-APR-2022 TO 24-APR-2023	N/A	DEFENSE SECURITY COOP AGENCY (DSCA HQ) (b)(6) 201 12TH STREET, SOUTH 107 ARLINGTON VA 22202 (b)(6) FOB: Destination	HQ0013
0002	POP 25-APR-2022 TO 24-APR-2023	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013
1001	POP 25-APR-2023 TO 24-APR-2024	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013
1002	POP 25-APR-2023 TO 24-APR-2024	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013
2001	POP 25-APR-2024 TO 24-APR-2025	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013
2002	POP 25-APR-2024 TO 24-APR-2025	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013
3001	POP 25-APR-2025 TO 24-APR-2026	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013
3002	POP 25-APR-2025 TO 24-APR-2026	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013
4001	POP 25-APR-2026 TO 24-APR-2027	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013
4002	POP 25-APR-2026 TO 24-APR-2027	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0013

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.202-1	Definitions	JUN 2020
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	MAY 2014
52.203-6	Restrictions On Subcontractor Sales To The Government	JUN 2020
52.203-6 Alt I	Restrictions On Subcontractor Sales To The Government (JUN 2020) -- Alternate I	OCT 1995
52.203-7	Anti-Kickback Procedures	JUN 2020
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity	MAY 2014
52.203-12	Limitation On Payments To Influence Certain Federal Transactions	JUN 2020
52.203-13	Contractor Code of Business Ethics and Conduct	JUN 2020
52.203-16	Preventing Personal Conflicts of Interest	JUN 2020
52.203-17	Contractor Employee Whistleblower Rights and Requirement To Inform Employees of Whistleblower Rights	JUN 2020
52.203-19	Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements	JAN 2017
52.204-2	Security Requirements	MAR 2021
52.204-4	Printed or Copied Double-Sided on Postconsumer Fiber Content Paper	MAY 2011
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2011
52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards	JUN 2020
52.204-12	Unique Entity Identifier Maintenance	OCT 2016
52.204-13	System for Award Management Maintenance	OCT 2018
52.204-18	Commercial and Government Entity Code Maintenance	AUG 2020
52.204-19	Incorporation by Reference of Representations and Certifications.	DEC 2014
52.204-21	Basic Safeguarding of Covered Contractor Information Systems	JUN 2016
52.204-25	Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.	AUG 2020
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	JUN 2020
52.209-9	Updates of Publicly Available Information Regarding Responsibility Matters	OCT 2018
52.209-10	Prohibition on Contracting With Inverted Domestic Corporations	NOV 2015
52.212-4	Contract Terms and Conditions--Commercial Items	OCT 2018
52.219-6	Notice Of Total Small Business Set-Aside	NOV 2020
52.219-14	Limitations On Subcontracting	SEP 2021
52.222-1	Notice To The Government Of Labor Disputes	FEB 1997
52.222-3	Convict Labor	JUN 2003
52.222-43	Fair Labor Standards Act And Service Contract Labor Standards - Price Adjustment (Multiple Year And Option Contracts)	AUG 2018
52.222-50	Combating Trafficking in Persons	OCT 2020
52.223-6	Drug-Free Workplace	MAY 2001

52.223-18	Encouraging Contractor Policies To Ban Text Messaging While Driving	JUN 2020
52.224-1	Privacy Act Notification	APR 1984
52.224-2	Privacy Act	APR 1984
52.224-3	Privacy Training	JAN 2017
52.227-1	Authorization and Consent	JUN 2020
52.227-2	Notice And Assistance Regarding Patent And Copyright Infringement	JUN 2020
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.232-9	Limitation On Withholding Of Payments	APR 1984
52.232-17	Interest	MAY 2014
52.232-23	Assignment Of Claims	MAY 2014
52.232-33	Payment by Electronic Funds Transfer--System for Award Management	OCT 2018
52.232-39	Unenforceability of Unauthorized Obligations	JUN 2013
52.232-40	Providing Accelerated Payments to Small Business Subcontractors	DEC 2013
52.233-1	Disputes	MAY 2014
52.233-3	Protest After Award	AUG 1996
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.237-3	Continuity Of Services	JAN 1991
52.239-1	Privacy or Security Safeguards	AUG 1996
52.242-5	Payments to Small Business Subcontractors	JAN 2017
52.242-13	Bankruptcy	JUL 1995
52.244-6	Subcontracts for Commercial Items	JUL 2021
52.245-1	Government Property	SEP 2021
52.245-9	Use And Charges	APR 2012
52.246-4	Inspection Of Services--Fixed Price	AUG 1996
52.246-25	Limitation Of Liability--Services	FEB 1997
252.201-7000	Contracting Officer's Representative	DEC 1991
252.203-7000	Requirements Relating to Compensation of Former DoD Officials	SEP 2011
252.203-7001	Prohibition On Persons Convicted of Fraud or Other Defense-Contract-Related Felonies	DEC 2008
252.203-7002	Requirement to Inform Employees of Whistleblower Rights	SEP 2013
252.203-7003	Agency Office of the Inspector General	AUG 2019
252.204-7000	Disclosure Of Information	OCT 2016
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004	Antiterrorism Awareness Training for Contractors.	FEB 2019
252.204-7006	Billing Instructions	OCT 2005
252.204-7009	Limitations on the Use or Disclosure of Third-Party Contractor Reported Cyber Incident Information	OCT 2016
252.204-7012	Safeguarding Covered Defense Information and Cyber Incident Reporting	DEC 2019
252.204-7014	Limitations on the Use or Disclosure of Information by Litigation Support Contractors	MAY 2016
252.204-7015	Notice of Authorized Disclosure of Information for Litigation Support	MAY 2016
252.204-7018	Prohibition on the Acquisition of Covered Defense Telecommunications Equipment or Services	JAN 2021
252.204-7019	Notice of NIST SP 800-171 DoD Assessment Requirements	NOV 2020
252.204-7020	NIST SP 800-171 DoD Assessment Requirements	NOV 2020
252.204-7021	Contractor Compliance with the Cybersecurity Maturity Model Certification Level Requirement	NOV 2020
252.205-7000	Provision Of Information To Cooperative Agreement Holders	DEC 1991

252.211-7007	Reporting of Government-Furnished Property	AUG 2012
252.219-7003	Small Business Subcontracting Plan (DOD Contracts)	DEC 2019
252.227-7015	Technical Data--Commercial Items	FEB 2014
252.227-7019	Validation of Asserted Restrictions--Computer Software	SEP 2016
252.227-7025	Limitations on the Use or Disclosure of Government-Furnished Information Marked with Restrictive Legends	MAY 2013
252.232-7003	Electronic Submission of Payment Requests and Receiving Reports	DEC 2018
252.232-7010	Levies on Contract Payments	DEC 2006
252.239-7001	Information Assurance Contractor Training and Certification	JAN 2008
252.239-7010	Cloud Computing Services	OCT 2016
252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.243-7002	Requests for Equitable Adjustment	DEC 2012
252.244-7000	Subcontracts for Commercial Items	JAN 2021

CLAUSES INCORPORATED BY FULL TEXT

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS—COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES (DEVIATION 2018-00021) (NOV 2021)

(a) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (a) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records—Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(b)(1) Notwithstanding the requirements of any other clauses of this contract, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (b) (1) in a subcontract for commercial products or commercial services. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (NOV 2021) (41 U.S.C. 3509).

(ii) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

- (iii) 52.204-23, Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities (NOV 2021) (Section 1634 of Pub. L. 115-91).
- (iv) 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (NOV 2021) (Section 889(a)(1)(A) of Pub. L. 115-232).
- (v) 52.219-8, Utilization of Small Business Concerns (OCT 2018) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds (b)(4) \$1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.
- (vi) 52.222-21, Prohibition of Segregated Facilities (APR 2015).
- (vii) 52.222-26, Equal Opportunity (SEP 2016) (E.O. 11246).
- (viii) 52.222-35, Equal Opportunity for Veterans (OCT 2015) (38 U.S.C. 4212).
- (ix) 52.222-36, Equal Opportunity for Workers with Disabilities (JUL 2014) (29 U.S.C. 793).
- (x) 52.222-37, Employment Reports on Veterans (FEB 2016) (38 U.S.C. 4212).
- (xi) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.
- (xii) 52.222-41, Service Contract Labor Standards (AUG 2018) (41 U.S.C. chapter 67).
- (xiii)(A) 52.222-50, Combating Trafficking in Persons (NOV 2021) (22 U.S.C. chapter 78 and E.O. 13627).
- (B) Alternate I (Mar 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).
- (xiv) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (MAY 2014) (41 U.S.C. chapter 67).
- (xv) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).
- (xvi) 52.222-54, Employment Eligibility Verification (NOV 2021) (E.O. 12989).
- (xvii) 52.222-55, Minimum Wages Under Executive Order 13658 (NOV 2020).
- (xviii) 52.222-62 Paid Sick Leave Under Executive Order 13706 (JAN 2017) (E.O. 13706).
- (xix)(A) 52.224-3, Privacy Training (JAN 2017) (5 U.S.C. 552a).
- (B) Alternate I (JAN 2017) of 52.224-3.
- (xx) 52.225-26, Contractors Performing Private Security Functions Outside the United States (OCT 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).
- (xxi) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (MAY 2014) (42 U.S.C. 1792). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xxii) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (NOV 2021) (46 U.S.C. 55305 and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the contractor may include in its subcontracts for commercial products and commercial services a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

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

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice by written notice to the Contractor before contract expires provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least anytime 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 66 months.

(End of clause)

52.219-28 POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (SEP 2021)

(a) Definitions. As used in this clause--

Long-term contract means a contract of more than five years in duration, including options. However, the term does not include contracts that exceed five years in duration because the period of performance has been extended for a cumulative period not to exceed six months under the clause at 52.217-8, Option to Extend Services, or other appropriate authority.

Small business concern--

(1) Means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR part 121 and the size standard in paragraph (d) of this clause. Such a concern is "not dominant in its field of operation" when it does not exercise a controlling or major influence on a national basis in a kind of business activity in which a number of business concerns are primarily engaged. In determining whether dominance exists, consideration shall be given to all appropriate factors, including volume of business, number of employees, financial resources, competitive status or position, ownership or control of materials, processes, patents, license agreements, facilities, sales territory, and nature of business activity.

(2) Affiliates, as used in this definition, means business concerns, one of whom directly or indirectly controls or has the power to control the others, or a third party or parties control or have the power to control the others. In determining whether affiliation exists, consideration is given to all appropriate factors including common ownership, common management, and contractual relationships. SBA determines affiliation based on the factors set forth at 13 CFR 121.103.

(b) If the Contractor represented that it was any of the small business concerns identified in 19.000(a)(3) prior to award of this contract, the Contractor shall rerepresent its size and socioeconomic status according to paragraph (f) of this clause or, if applicable, paragraph (h) of this clause, upon occurrence of any of the following:

(1) Within 30 days after execution of a novation agreement or within 30 days after modification of the contract to include this clause, if the novation agreement was executed prior to inclusion of this clause in the contract.

(2) Within 30 days after a merger or acquisition that does not require a novation or within 30 days after modification of the contract to include this clause, if the merger or acquisition occurred prior to inclusion of this clause in the contract.

(3) For long-term contracts--

(i) Within 60 to 120 days prior to the end of the fifth year of the contract; and

(ii) Within 60 to 120 days prior to the date specified in the contract for exercising any option thereafter.

(c) If the Contractor represented that it was any of the small business concerns identified in 19.000(a)(3) prior to award of this contract, the Contractor shall rerepresent its size and socioeconomic status according to paragraph (f) of this clause or, if applicable, paragraph (h) of this clause, when the Contracting Officer explicitly requires it for an order issued under a multiple-award contract.

(d) The Contractor shall rerepresent its size status in accordance with the size standard in effect at the time of this rerepresentation that corresponds to the North American Industry Classification System (NAICS) code(s) assigned to this contract. The small business size standard corresponding to this NAICS code(s) can be found at <https://www.sba.gov/document/support--table-size-standards>.

(e) The small business size standard for a Contractor providing an end item that it does not manufacture, process, or produce itself, for a contract other than a construction or service contract, is 500 employees if the acquisition--

(1) Was set aside for small business and has a value above the simplified acquisition threshold;

(2) Used the HUBZone price evaluation preference regardless of dollar value, unless the Contractor waived the price evaluation preference; or

(3) Was an 8(a), HUBZone, service-disabled veteran-owned, economically disadvantaged women-owned, or women-owned small business set-aside or sole-source award regardless of dollar value.

(f) Except as provided in paragraph (h) of this clause, the Contractor shall make the representation(s) required by paragraph (b) and (c) of this clause by validating or updating all its representations in the Representations and

Certifications section of the System for Award Management (SAM) and its other data in SAM, as necessary, to ensure that they reflect the Contractor's current status. The Contractor shall notify the contracting office in writing within the timeframes specified in paragraph (b) of this clause, or with its offer for an order (see paragraph (c) of this clause), that the data have been validated or updated, and provide the date of the validation or update.

(g) If the Contractor represented that it was other than a small business concern prior to award of this contract, the Contractor may, but is not required to, take the actions required by paragraphs (f) or (h) of this clause.

(h) If the Contractor does not have representations and certifications in SAM, or does not have a representation in SAM for the NAICS code applicable to this contract, the Contractor is required to complete the following rerepresentation and submit it to the contracting office, along with the contract number and the date on which the rerepresentation was completed:

(1) The Contractor represents that it [] is, [] is not a small business concern under NAICS Code **541219 "Budget and Financial Management Services"** assigned to contract number **TBD**.

(2) [Complete only if the Contractor represented itself as a small business concern in paragraph (h)(1) of this clause.] The Contractor represents that it [] is, [] is not, a small disadvantaged business concern as defined in 13 CFR 124.1002.

(3) [Complete only if the Contractor represented itself as a small business concern in paragraph (h)(1) of this clause.] The Contractor represents that it [] is, [] is not a women-owned small business concern.

(4) Women-owned small business (WOSB) concern eligible under the WOSB Program. [Complete only if the Contractor represented itself as a women-owned small business concern in paragraph (h)(3) of this clause.] The Contractor represents that--

(i) It [] is, [] is not a WOSB concern eligible under the WOSB Program, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and

(ii) It [] is, [] is not a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (h)(4)(i) of this clause is accurate for each WOSB concern eligible under the WOSB Program participating in the joint venture.

[The Contractor shall enter the name or names of the WOSB concern eligible under the WOSB Program and other small businesses that are participating in the joint venture: .] Each WOSB concern eligible under the WOSB Program participating in the joint venture shall submit a separate signed copy of the WOSB representation.

(5) Economically disadvantaged women-owned small business (EDWOSB) concern. [Complete only if the Contractor represented itself as a women-owned small business concern eligible under the WOSB Program in (h)(4) of this clause.] The Contractor represents that--

(i) It [] is, [] is not an EDWOSB concern eligible under the WOSB Program, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and

(ii) It [] is, [] is not a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (h)(5)(i) of this clause is accurate for each EDWOSB concern participating in the joint venture. [The Contractor shall enter the name or names of the EDWOSB concern and other small businesses that are participating in the joint venture: .] Each EDWOSB concern participating in the joint venture shall submit a separate signed copy of the EDWOSB representation.

(6) [Complete only if the Contractor represented itself as a small business concern in paragraph (h)(1) of this clause.] The Contractor represents that it [] is, [] is not a veteran-owned small business concern.

(7) [Complete only if the Contractor represented itself as a veteran-owned small business concern in paragraph (h)(6) of this clause.] The Contractor represents that it [] is, [] is not a service-disabled veteran-owned small business concern.

(8) [Complete only if the Contractor represented itself as a small business concern in paragraph (h)(1) of this clause.] The Contractor represents that--

(i) It [] is, [] is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material changes in ownership and control, principal office, or HUBZone employee percentage have occurred since it was certified in accordance with 13 CFR part 126; and

(ii) It [] is, [] is not a HUBZone joint venture that complies with the requirements of 13 CFR part 126, and the representation in paragraph (h)(8)(i) of this clause is accurate for each HUBZone small business concern participating in the HUBZone joint venture. [The Contractor shall enter the names of each of the HUBZone small business concerns participating in the HUBZone joint venture: .] Each HUBZone small business concern participating in the HUBZone joint venture shall submit a separate signed copy of the HUBZone representation.

[Contractor to sign and date and insert authorized signer's name and title.]

(End of clause)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.acquisition.gov/>

(End of clause)

52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (NOV 2020)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any **Defense Federal Acquisition Regulation Supplement** (48 CFR 2) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

252.201-9000 WHS/AD LOCAL CLAUSE: CONTRACTING OFFICER'S REPRESENTATIVE (COR) (MAR 2015)

(a) The Contracting Officer's Representative (COR) is a representative of the Government with limited authority who has been designated in writing by the Contracting Officer to provide technical direction, clarification, and guidance with respect to existing specifications and performance work statement/statement of work/statement of objectives, as established in the contract. The COR also monitors the progress and quality of the Contractor's performance for payment purposes. The COR shall promptly report Contractor performance discrepancies and suggested corrective actions to the Contracting Officer for resolution.

(b) The COR is not authorized to take any direct or indirect actions or make any commitments that will result in changes to price, quantity, quality, schedule, place of performance, delivery or any other terms or conditions of the written contract.

(c) The Contractor is responsible for promptly providing written notification to the Contracting Officer if it believes the COR has requested or directed any change to the existing contract. No action shall be taken by the Contractor for any proposed change to the existing contract. No action shall be taken by the Contractor for any proposed change to the contract until the Contracting Officer has issued a written directive or a written modification to the contract. The Government will not accept and is not liable for any alleged change to the contract unless the change is included in a written contract modification or directive signed by the Contracting Officer.

(d) COR authority is not delegable.

(e) The COR for this contract is:

(b)(6)

Contracting Officer Representative (COR)
Defense Security Cooperation Agency (DSCA)

Email: (b)(6)

Phone: 571-232-9622

(end of clause)

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (DEC 2018)

(a) Definitions. As used in this clause—

“Department of Defense Activity Address Code (DoDAAC)” is a six position code that uniquely identifies a unit, activity, or organization.

“Document type” means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

“Local processing office (LPO)” is the office responsible for payment certification when payment certification is done external to the entitlement system.

“Payment request” and “receiving report” are defined in the clause at 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(b) Electronic invoicing. The WAWF system provides the method to electronically process vendor payment requests and receiving reports, as authorized by Defense Federal Acquisition Regulation Supplement (DFARS) 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.sam.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor shall use the following information when submitting payment requests and receiving reports in WAWF for this contract or task or delivery order:

For FFP items, the Contractor must submit 2-in-1 invoices according to the WAWF clause. For T&M, LH, or Cost items, the contractor must submit cost vouchers with the same WAWF coding as the FFP items, Approver, Acceptor, etc., but the cost voucher must also include the DCAA DODAAC under the “DCAA Auditor DODAAC” entry in WAWF.

(1) Document type. The Contractor shall submit payment requests using the following document type(s):

(i) For cost-type line items, including labor-hour or time-and-materials, submit a cost voucher.

(ii) For fixed price line items—

(A) That require shipment of a deliverable, submit the invoice and receiving report specified by the Contracting Officer.

(B) For services that do not require shipment of a deliverable, submit either the Invoice 2in1, which meets the requirements for the invoice and receiving report, or the applicable invoice and receiving report, as specified by the Contracting Officer.

(iii) For customary progress payments based on costs incurred, submit a progress payment request.

(iv) For performance based payments, submit a performance based payment request.

(v) For commercial item financing, submit a commercial item financing request.

(2) Fast Pay requests are only permitted when Federal Acquisition Regulation (FAR) 52.213-1 is included in the contract.

[Note: The Contractor may use a WAWF “combo” document type to create some combinations of invoice and receiving report in one step.]

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	HQ0792

Issue By DoDAAC	HQ0034
Admin DoDAAC**	HQ0034
Inspect By DoDAAC	HQ0013
Ship To Code	HQ0013
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	HQ0013
Service Acceptor (DoDAAC)	HQ0013
Accept at Other DoDAAC	N/A
LPO DoDAAC	N/A
DCAA Auditor DoDAAC	HAA751
Other DoDAAC(s)	N/A

(4) Payment request. The Contractor shall ensure a payment request includes documentation appropriate to the type of payment request in accordance with the payment clause, contract financing clause, or Federal Acquisition Regulation 52.216-7, Allowable Cost and Payment, as applicable.

(5) Receiving report. The Contractor shall ensure a receiving report meets the requirements of DFARS Appendix F.

(g) WAWF point of contact.

DSCA mailbox: dscan.cr.obo.mbx.cor-acq-support@mail.mil

(b)(6)
Contracting Officer Representative (COR)
Defense Security Cooperation Agency (DSCA)

(b)(6)

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

WHS/AD E-biz: whs.pentagon.ad.mbx.e-business-help-desk@mail.mil

Ms. Peggie L. Lowery
Contract Specialist, WHS/AD
Email: peggie.l.lowery2.civ@mail.mil

(2) Contact the WAWF helpdesk at 866-618-5988, if assistance is needed.

(End of clause)

Section J - List of Documents, Exhibits and Other Attachments

EXHIBIT/ATTACHMENT

<u>DOCUMENT TYPE</u>	<u>DESCRIPTION</u>	<u>PAGES</u>	<u>DATE</u>
Attachment 1	BPA Price List	1	15 April 2022