

**STATEMENT OF OBJECTIVES (SOO)**  
**FOR**  
**SMALL BUSINESS ENTERPRISE APPLICATION SOLUTIONS (SBEAS)**

**1. Purpose**

The purpose of this Indefinite Delivery/Indefinite Quantity (IDIQ) Contract is to provide a vehicle for customers to access a wide range of Information Technology (IT) Network Centric services and solutions that support the IT lifecycle. While the SBEAS contract is mandatory use for the Air Force, this contract vehicle may be used by all other agencies that support an Air Force requirement.

**2. Scope**

The scope of this IDIQ includes the comprehensive suite of IT services and IT solutions to support IT systems and software development in a variety of environments and infrastructures. Additional IT services include, but are not limited to documentation, operations, deployment, cybersecurity, configuration management, training, commercial off-the-shelf (COTS) product management and utilization, technology refresh, data and information services, information display services and business analysis for IT programs.

**3. Technical Objectives**

The objectives identified within this SOO are described in general terms. Each task order will address specific requirements, project scheduling, and other related performance criteria, as applicable. In accordance with AF and DoD standards referenced in section 8, Contractors shall provide IT solutions that operate in approved Network Centric enterprise environments and exploit approved infrastructures.

**3.1 Life-Cycle Software Services**

Life-cycle Software Services include but are not limited to:

- 3.1.1 Project management
- 3.1.2 Systems engineering, including technical and technical management processes
- 3.1.3 System architecture and design documentation
- 3.1.4 Technical solution design, creation, and implementation from a defined business process, user stories, or business use cases
- 3.1.5 Software development using various methodologies to include Agile, Prototype, Dev Ops, Rapid, Dynamic, Lean, or Waterfall. Agile is the preferred methodology
- 3.1.6 Information/web services development and information/web services testing to include using Service-Oriented Architectures

- 3.1.7 Mobile or other Internet of Things (IoT) devices applications life-cycle software services
- 3.1.8 Information Display Solutions and Services, including but not limited to, mashups, dashboards, portals, and rich internet applications (RIA)
- 3.1.9 Database development or conversion
- 3.1.10 Incorporation of and compliance with Cybersecurity objectives and information security concepts to include Risk Management Framework (RMF) and DoD Information Assurance Certification and Accreditation Process (DIACAP)(DoD 8510.01)
  - RMF Cybersecurity Objectives
    - 3.1.10.1 Confidentiality
    - 3.1.10.2 Integrity
    - 3.1.10.3 Availability
  - Basic information security concepts
    - 3.1.10.4 Authentication
    - 3.1.10.5 Authorization
    - 3.1.10.6 Accountability (non-repudiation)
- 3.1.11 Build, testing, implementation and integration
- 3.1.12 Data or system migration
- 3.1.13 Administration of applications, systems, databases and interfaces to include system performance monitoring, tuning, provisioning and configuration management
- 3.1.14 Modifications to the Form, Fit, Function, or Interface (F3I) of an in-service, configuration-managed or produced Configuration Item (CI)
- 3.1.15 Technology refresh, software or hardware upgrades
- 3.1.16 Software modernization or re-engineering
- 3.1.17 Decommission planning and execution

## **3.2 Supporting IT Services**

Supporting IT services objectives include, but are not limited to:

- 3.2.1 Data and Information Services
- 3.2.2 IT Business analysis and Functional Business Area Expertise (FBAE) for business process areas to include, but not limited to, contracting, finance, medical, logistics, personnel, communications, transportation, civil engineering, munitions,

infrastructure and operations

- 3.2.3 Service desk, field and technical support to include access management, event management, incident management, problem management, and request fulfillment
- 3.2.4 Customer and user training
- 3.2.5 Creating and updating system documentation

### **3.3 Supporting Systems Within Various Computing Environments**

Provide development and supporting IT services and solutions within environments including:

- 3.3.1 AF-owned
- 3.3.2 DISA-operated
- 3.3.3 Commercial, Non-commercial and Hybrid Cloud environments
- 3.3.4 Mobile devices
- 3.3.5 Other DoD-approved common operating environments

### **3.4 General Objectives**

Other general requirements include:

- 3.4.1 Comply with DoD policy that Cybersecurity requirements shall be identified and included in the design, acquisition, installation, operation, upgrade, or replacement of all DoD information systems. This includes systems and processes developed within the Defense Acquisition System (DAS); systems and processes developed at private expense; outsourced business processes supported by private sector information systems; and outsourced information technologies. IAW DoD 8570.01-M [Information Assurance (IA) Workforce Improvement Program (WIP)] and AFI 17-1303 [Cybersecurity Workforce Improvement Program (WIP)], all personnel assigned to perform cybersecurity function(s) are required to carry an approved certification for their particular job classification. Specific cybersecurity requirements will be stated in the Task Order(s). (CDRL A007)
  - Reference National Institute of Standards and Technology (NIST) Special Publications 800-37, 800-53, 800-53A Rev 4 and Committee on National Security Systems Instructions (CNSSI) 1253 in relation to the Risk Management Framework (RMF) standards
- 3.4.2 Apply disciplined/best practices for systems engineering process optimizations
  - Each contract holder is required, at the time of proposal submission, to be appraised at Level 2 (at a minimum) for either Capability Maturity Model Integration (CMMI) for Development or CMMI for Services using the Software Engineering Institute's (SEI) Standard CMMI Appraisal Method for Process

Improvement (SCAMPI) (Method A). For approved Joint Ventures, at least 50% of the venturers are required to hold the appraisal level if the Joint Venture itself does not

- CMMI appraisal level held at contract award shall be maintained or increased throughout the life of the contract. Each contract holder shall provide, on an annual basis, the appropriate documentation which verifies the appraisal level held at contract award has been maintained or increased (CDRL A006)

- 3.4.3 Generate necessary design and implementation artifacts that will support lifecycle management of each solution developed or service provided
- 3.4.4 Develop and provide all data in accordance with the data right clauses and as identified in each task order
- 3.4.5 Use only Government-off-the-Shelf (GOTS) tools, approved Commercial-off-the-Shelf (COTS) tools or approved Free and Open Source Software (FOSS) for systems design and development, or incorporation into system solutions, in accordance with AF and DoD Standards
- 3.4.6 Support the Government in demonstrating audit readiness by responding to agency audits, inspections, and product assessments (i.e., monitoring/inspection/auditing of IT regulated activities to ensure compliance)
- 3.4.7 Supply work breakdown structure (WBS), integrated master schedule (IMS), and transition plans as defined at the task order level

### **3.5 Program Management Objectives**

At time of contract kickoff, identify a Program Manager (PM) who shall be the primary representative responsible for all work awarded under this contract, participating in Program Management Reviews (PMR) and ensuring all standards and requirements referenced herein are adhered to. The SBEAS Program conducts a maximum of one (1) mandatory PMR per fiscal year. The PMR will be conducted via a virtual webinar or teleconference. Contractors are free to travel to the Government's facility to conduct the PMR however, travel expenses will not be reimbursed as this method of conducting the PMR is not required. Contractors shall provide briefing materials for the PMR. Contractors shall also provide a capability description for the Government's use in accordance with CDRL A003.

#### **3.5.1 Ordering Authority**

The SBEAS Program will utilize a control number process for all requests for proposal (RFP) or request for quote (RFQ) on this contract. RFPs and RFQs are only valid if they include a control number. No decentralized orders shall be placed by DoD and other Federal Agencies without an assigned SBEAS control number.

#### **3.5.2 Task Order Management and Status Reporting**

Establish and maintain a documented set of disciplined, mature, and continuously

improving processes for administering all task order efforts. All information for overall task order reporting will be submitted via a contract data requirements list (CDRL). This monthly CDRL will include but not be limited to; new task orders, modifications to existing task orders, RFQ submissions, order status updates, service descriptions, payment amounts/dates by CLIN, and DFAS invoices. Additionally, this CDRL also requires a copy of each award and modification be sent to the Government PMO as soon as received but no later than with CDRL A001.

### **3.5.3 Contractor Manpower Reporting**

Comply with Section 2330a of title 10, United States Code (10 USC 2330a), requiring an annual inventory of contracts for services performed during the prior fiscal year by completing the Air Force's on-line contractor manpower reporting application (CMRA). The inventory must include the number of contractor employees and associated cost data collected from all SBEAS task orders during that period. An email copy of the CMRA submittal shall be provided to the Government. (CDRL A005)

### **3.5.4 Earned Value Management (EVM)**

EVM may be required at the task order level. If required, each individual task order will provide specific requirements for EVM.

## **4. Other Considerations**

### **4.1 Security**

The IDIQ will support the following levels of security: Unclassified; Unclassified, But Sensitive; Secret (S); Secret Sensitive Compartmented Information (S/SCI); Top Secret (TS); and Top Secret Sensitive Compartmented Information (TS/SCI).

Task orders may require personnel security clearances up to and including Top Secret and may require all employees to be United States citizens. The security clearance requirements will depend on the security level requirements at the task order level. The task orders may also require access to sensitive compartmented information (SCI) for which SCI eligibility will be required. Individuals performing work under task orders shall comply with applicable program security requirements as stated in the task order. Contractor personnel shall be required to have the appropriate level of investigation and/or security clearance for each agency and information system as applicable at the task order level prior to performing services under the task order. The cost of the associated investigations for contractors will be in accordance with governmental directives at the time of the contract award.

All Contractors located on military installations shall also comply with Operations Security (OPSEC) requirements as set forth in DoD Directive 5205.02, Operations Security Program and AFI 10-701, Operations Security. In accordance with DoD Manual 5200.02, Procedures for the DoD Personnel Security Program (PSP) and DoD Instruction 1000.13, DoD military, civilian,

consultants and contractor personnel using unclassified automated information systems, including e-mail, shall have, at a minimum, a completed favorable T1, equivalent or higher background investigation.

#### **4.2 Facility Clearance Level (FCL)**

An FCL is not mandatory at the IDIQ level; however task orders may require an FCL up to and including Top Secret. The requirement for an FCL will be specified at the task order level.

#### **4.3 North American Industry Classification System (NAICS)**

The NAICS code for this acquisition is 541511: Custom Computer Programming Services. This U.S. industry comprises establishments primarily engaged in writing, modifying, testing, and supporting software to meet the needs of a particular customer. This NAICS Code is revenue based at \$27.5M annually. All Contractors shall be certified as a small business under this NAICS code prior to contract award at the time of initial proposal submission.

#### **4.4 Limitation of Subcontracting**

In accordance with FAR 52.219-14, Limitations on Subcontracting, in performance of services awarded, at least 50% of the cost of contract performance incurred for personnel shall be expended by the SBEAS Prime Contractor.

In accordance with 13 CFR 125.6(e) *Determining compliance with applicable limitation on subcontracting*. The period of time used to determine compliance for a total or partial set-aside contract will be the base term and then each subsequent option period. For an order set aside under a full and open contract or a full and open contract with reserve, the agency will use the period of performance for each order to determine compliance unless the order is competed among small and other-than-small businesses (in which case the subcontracting limitations will not apply).

(1) The contracting officer, in his or her discretion, may require the concern to comply with the applicable limitations on subcontracting and the nonmanufacturer rule for each order awarded under a total or partial set-aside contract.

(2) Compliance will be considered an element of responsibility and not a component of size eligibility.

(3) Work performed by an independent contractor shall be considered a subcontract, and may count toward meeting the applicable limitation on subcontracting where the independent contractor qualifies as a similarly situated entity.

While it is not required for the limitations on subcontracting to be met on each individual task order issued under this contract, as stated above, the Contracting Officer at the task order level has the discretion to require it to be met at the order level.

In an effort to monitor and strictly enforce this requirement, the Contractor shall specifically identify the total prime and subcontracted labor dollars combined and the total labor dollars

subcontracted separately in each invoice submitted under SBEAS task orders. (CDRL A002)

Any contract holder found to be non-compliant with the limitations on subcontracting requirements will be removed from the contract. However, if the contract holder has been awarded task orders and the task order period of performance has not ended, the Government will exercise the remaining option periods for the purpose of task order performance completion only. The contract holder shall not, however, be awarded any new contract actions under the contract and the contract will be terminated for convenience once task order performance is completed.

As it is the Government's unilateral right to exercise options, any contractor who takes exception to these terms and conditions will be removed from the contract.

#### **4.5 Small Business Recertification**

Each contract holder under this IDIQ shall recertify under the 541511 NAICS Code used for this contract award. In accordance with 13 CFR 121.404, recertification shall be completed no more than 120 days prior to the end of the base period and no more than 120 days prior to exercising any option thereafter. Since SBEAS only has one option period, recertification will only take place at the end of the Base period. Any Contractor who cannot recertify as a small business, will be removed from the contract. However, if a Contractor has been awarded task orders and the task order period of performance has not ended, the Government will exercise the Contractor's remaining option period for the purpose of task order performance completion only. The Contractor shall not, however, be awarded any new contract actions under the contract and the contract will be terminated for convenience once task order performance is completed.

In accordance with 13 CFR 121.404 the following applies:

- Within 30 days of an approved contract novation, a contractor must recertify its small business size status to the procuring agency, or inform the procuring agency that it is other than small.
  - **Note: If a company or JV has recertified within the 30 days of an approved contract novation, and it falls within the 120 day window for all companies to recertify as a small business, the requirement has been satisfied; if it does not, a recertification would be required.**
- In the case of a merger, sale, or acquisition, where contract novation is not required, the contractor must, within 30 days of the transaction becoming final, recertify its small business size status to the procuring agency, or inform the procuring agency that it is other than small.
- Recertification is required:
  - When a concern, or an affiliate of the concern, acquires or is acquired by another concern;
  - From both the acquired concern and the acquiring concern if each has been awarded a contract as a small business; and

- From a joint venture when an acquired concern, acquiring concern, or merged concern is a participant in a joint venture that has been awarded a contract or order as a small business.
- If the merger, sale or acquisition occurs after offer but prior to award, the offeror must recertify its size to the contracting officer prior to award.

In addition to the requirements set forth in 13 CFR 121.404, the following requirements also apply:

- Once contract award has been made to a joint venture (JV), no new members, participants or partners shall be added to the JV.
- If a member, participant or partner of a JV is acquired or merged, the JV shall submit an addendum to the approved Joint Venture Agreement (JVA) for this contract and each member, participant or partner shall recertify as a small business.
  - In the case of a mentor protégé JV, the JV shall submit, in addition to the SBEAS JVA addendum, a new Mentor Protégé Agreement (MPA) approved by Small Business Administration (SBA).
  - The JV shall also provide the appropriate documentation which verifies that at least 50% of the JV still meets the minimum requirement to be appraised at Level 2 (at a minimum) for either Capability Maturity Model Integration (CMMI) for Development or CMMI for Services using the SEI SCAMPI (Method A) and shall identify which participant(s) of the JV holds the required appraisal.
- In the case where a JV is dissolved, the contract held with the JV will be terminated for convenience.
- For JVs that are formed between two members, if one of the members leaves the JV, the contract held will be terminated for convenience.
- For JVs comprised of more than two members, if one of the members leaves the JV, the JV shall submit an addendum to its JVA for SBEAS and also provide the appropriate documentation which verifies that at least 50% of the JV still meets the minimum requirement to be appraised at Level 2 (at a minimum) for either Capability Maturity Model Integration (CMMI) for Development or CMMI for Services using the SEI SCAMPI (Method A) and shall identify which participant(s) of the JV holds the required appraisal. If this information cannot be verified, the JV will be terminated for convenience. (CDRL A004, A006)

#### **4.6 On Ramp**

The Government intends to establish an awardee pool under the SBEAS effort by competitively awarding multiple-award IDIQ contracts. The Government reserves the right to reopen competition at any time during the term of the contract to add additional Contractors to the original pool of awardees.



When reopening competition, the Government will advertise via Federal Business Opportunities (FedBizOpps) and conduct a total small business set-aside to bring the awardee pool up to a level to ensure adequate competition . Any awardee already in the awardee pool will not re-compete for an awardee pool position. The On-Ramp competitions will use the same evaluation methodology and documentation updated to reflect changes in regulatory provisions as well as commercial technologies, practices and certification standards.

Once a new awardee is selected, that awardee will be included in the awardee pool and will compete for future task orders. The ordering period for new Contractors being added to the initial awardee pool will coincide with initial awardees ordering period but shall not extend the overall term of the contract beyond the original ordering period nor shall it re-establish the contract base period.

#### **4.7 Places of Performance**

It is anticipated that there may be task orders under this contract for work within and outside of the United States. The specific place of performance will be identified at the task order level. For the purposes of this IDIQ, Contiguous United States (CONUS) means the 48 contiguous States and the District of Columbia, and OCONUS means outside of the contiguous United States to also include the Non-Foreign OCONUS Area (the states of Alaska and Hawaii, the Commonwealths of Puerto Rico and the Northern Mariana Islands, Guam, and U.S. territories and possessions).

#### **4.8 Other Direct Costs (ODCs)**

ODCs will be addressed at the task order level and will be paid on a reimbursable basis. G&A or overhead cost are permissible and will be negotiated at the task order level.

#### **4.9 Travel**

Travel requirements will be addressed at the task order level. Costs associated with Contractor travel shall be in accordance with FAR Part 31.205-46, Travel Costs. Travel will be reimbursed on a cost reimbursable basis. G&A or overhead cost are permissible and will be negotiated at the task order level. No profit will be paid.

#### **4.10 Organizational Conflicts of Interest (OCI)**

FAR 9.5 Organizational and Consultant Conflicts of Interest, prescribes responsibilities, general rules, and procedures for identifying, evaluating, and resolving organizational conflicts of interest; provides examples to assist contracting officers in applying these rules and procedures to individual contracting situations; and implements section 8141 of the 1989 Department of Defense Appropriation Act, Pub. L. 100-463, 102 Stat. 2270-47 (1988).

The general rules in FAR 9.505-1 through 9.505-4 prescribe limitations on contracting as the means of avoiding, neutralizing, or mitigating organizational conflicts of interest that might

otherwise exist in the stated situations. Conflicts may arise in situations not expressly covered in FAR section 9.505 or in FAR section 9.508. Each individual contracting situation should be examined on the basis of its particular facts and the nature of the proposed contract. The exercise of common sense, good judgment, and sound discretion is required in both the decision on whether a significant potential conflict exists and, if it does, the development of an appropriate means for resolving it.

In the event that a task order requires activity that would create an actual or potential conflict of interest, the procedures in FAR 9.506 Procedures, are applicable to resolving such conflict.

## **5. Contract Period**

The contract period for SBEAS is 10 years from date of contract award. The contract period is defined as the time period the overarching IDIQ contract is active.

### **5.1 Ordering Period**

The ordering period for SBEAS is 10 years. The ordering period is defined as the time period that task orders can be issued under this contract. The ordering period is broken out as follows: a five (5) year base period and one 5-year option period, if exercised.

### **5.2 Period of Performance (PoP)**

The SBEAS contract does not have a period of performance as performance occurs at the task order level. Each ordering agency shall specify the PoP for each task order awarded under this contract. All task orders must be solicited and awarded prior to the SBEAS ordering period expiring. The PoP under any task order issued cannot exceed five years **AND** cannot extend more than five years beyond the end of the ordering period.

### **5.3 Continuation of Task Order Performance**

In accordance with FAR clause 52.216-22—Indefinite Quantity (Oct 1995), task order performance is allowed to continue up to 60 months after the ordering period and contract period has expired. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after 60 months (5 years) of the ordering period and contract period expiring. The terms and conditions of the base contract remain valid and in full force and effect for the performance of any task order, including any exercise of options contained on the task order, during the contract's period of performance beyond the contract's effective period for placing orders.

## **6. Contract Maximum and Contract Minimum Guarantee**

The maximum amount of this contract shall not exceed \$13,367,559,547.00, which represents the maximum value of business opportunity available under the SBEAS contract. The maximum ceiling amount of \$13,367,559,547.00 will be spread amongst all IDIQ contract holders via

competition.

In accordance with AFFARS MP5316.504(a)(2), an obligation shall be recorded for the minimum for this contract. The minimum amount guaranteed to each contract holder is \$5,000.00. If this amount has not been satisfied through task order competition, at the end of the base period, all awardees that have not been awarded a task order for the minimum guarantee amount will be issued a task order to satisfy this requirement. The exercise of the option periods shall not reestablish contract minimum amounts.

## **7. Data Deliverables**

The Contractor shall provide reports identified below throughout the period of performance and while task order performance is ongoing:

1. CDRL A001: Task Order Status Report (TOSR): DI-MGMT-81991, tailored
2. CDRL A002: Limitation of Subcontracting: No Reference
3. CDRL A003: Vendor Capabilities Description: No Reference
4. CDRL A004: Mentor-Protégé Agreement (MPA): No Reference
5. CDRL A005: Contractor Manpower Reporting: No Reference
6. CDRL A006: CMMI Appraisal Documentation: No Reference
7. CDRL A007: Contractors Roster: DI-MGMT-81596, tailored

## **8. Specifications, Standards and Policies**

The following certifications, specifications, standards, policies and procedures represent documents and standards that apply to life-cycle management services and may be required on individual task order contracts. Additionally, individual task orders may impose additional standards than those specified below.

In performing any task order under this IDIQ, the contractor shall ensure that services, solutions and products meet the standards identified in AF Standards of Excellence located at:

<http://www.netcents.af.mil/Portals/30/documents/NETCENTS-2/AppSrvsDocuments/Application%20Services%20Standards.pdf>

The most current version of the document at the time of task order issuance will take precedence.