

GOVERNMENT OF THE DISTRICT OF COLUMBIA TASK ORDER/DELIVERY ORDER FOR SERVICES		1. REQUEST NUMBER RQ948693		PAGE 1 of 9	
2. TASK ORDER AGREEMENT NO. CW50387		3. Award/Effective Date See 30C. below		4. CONTRACT NUMBER CW22170	
5. SOLICITATION NUMBER Doc302613		6. SOLICITATION ISSUE DATE 2/10/2017		7. FOR SOLICITATION INFORMATION CONTACT: Contract Specialist Email: Alisha.wright@dc.gov	
8. OFFER DUE DATE: 2/14/2017		9. ISSUED BY Office of Contracting and Procurement Information Technology Division 441 4 TH Street, N.W. Suite 700 South Washington, DC 20001		10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE <input checked="" type="checkbox"/> FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> SMALL DISADV. BUS. <input type="checkbox"/> COG Rider <input checked="" type="checkbox"/> Cooperative Agreement SIC: DC Supply Schedule SIZE STANDARD:	
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> N/A <input type="checkbox"/> 13. RESERVED		12. PAYMENT DISCOUNT TERMS Net 30 days		14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFTOP <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> 2-STEP	
15. CONTRACTOR / OFFEROR Corporate Systems Resources, Inc. 1200 G Street, N.W.; Suite 800 Washington, DC 20005 POC: Terry Thomas Telephone: (202) 829-1916 Email: tthomas@csri.us		16. PAYMENT WILL BE MADE BY Office of the Chief Technology Officer Attn: Accounts Payable 200 I Street, S.E. Washington, DC 20003 Telephone: (202) 727-2277			
17. DELIVER TO Office of the Chief Technology Officer Attn: Philip Haka 3919 Benning Road, N.E. Washington, DC 20019 Telephone: (202) 715-3729 Email: philip.haka@dc.gov		18. ADMINISTERED BY Office of the Chief Technology Officer Data Center Operations 3919 Benning Road, N.E. Washington, DC 20019			
19. ITEM NO. 0001		20. SCHEDULE OF SUPPLIES/SERVICES Cabinet Security Hardware (Datacenter)		21. QUANTITY 1	
22. UNIT Lot		23. UNIT PRICE \$158,264.00		24. AMOUNT \$158,264.00	
25. ACCOUNTING AND APPROPRIATION DATA PURCHASE ORDER NO.		26. TOTAL AWARD (FOR GOVT. USE ONLY) \$158,264.00			
27. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN ONE COPY TO THE ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL PAGES SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN. THIS ORDER IS ISSUED SUBJECT TO THE TERMS AND CONDITIONS OF THE DCSS CONTRACT IDENTIFIED IN BLOCK 4.		28. THE FOLLOWING DOCUMENTS ARE INCORPORATED BY REFERENCE INTO THIS TASK ORDER IN THE FOLLOWING PRIORITY: THIS TASK ORDER IS SUBJECT TO THE TERMS AND CONDITIONS OF THE DCSS CONTRACT IDENTIFIED IN BLOCK 4.			
29A. SIGNATURE OF OFFEROR / CONTRACTOR Glenda Taylor		29B. NAME AND TITLE OF SIGNER (TYPE OR PRINT) Glenda Taylor / President			
29C. DATE SIGNED 3/6/17		29D. DISTRICT OF COLUMBIA (SIGNATURE OF CONTRACTING OFFICER) Chris Yi			
29E. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Chris Yi		29F. DATE SIGNED 3/8/17			

1. SERVICES REQUIRED

The Office of the Chief Technology Officer (OCTO) is awarding a contract to Corporate Systems Resources, Inc. [REDACTED] to supply electronic biometric locking system devices for 38 additional server cabinets at the District's data center ODC-1 and for 65 server cabinets at the District's colocation data center ODC-3, in Reston.

2. PRICE SCHEDULE

The District of Columbia awards a contract to Corporate Systems Resources, Inc. against District of Columbia Supply Schedule (DCSS) Contract No. CW22170.

See Attachment A

3. TERM OF CONTRACT

The term of the contract shall be from the date of award specified on the cover page of this contract through September 30, 2017.

4. OPTION TO EXTEND THE TERM OF THE CONTRACT

Not Applicable

5. CONTRACTING OFFICER (CO)

Contracts may be entered into and signed on behalf of the District Government only by Contracting Officers.

The name, address and telephone number of the Contracting Officer for this task order is:

Chris Yi
Office of Contracting and Procurement
Servicing: Office of Chief Technology Officer
200 I Street, S.E.; Fifth Floor
Washington, DC 20003
Telephone: (202) 724-5069
Email: chris.yi@dc.gov

5.1 AUTHORIZED CHANGES BY THE CONTRACTING OFFICER

5.1.1 The CO is the only person authorized to approve changes in any of the requirements of this contract.

5.1.2 The Contractor shall not comply with any order, directive or request that changes or modifies the requirements of this contract, unless issued in writing and signed by the CO.

- 5.1.3** In the event the Contractor effects any change at the instruction or request of any person other than the CO, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any cost increase incurred as a result thereof.

6. CONTRACTS ADMINISTRATOR (CA)

- 6.1** The CA is responsible for the technical administration of the contract and advising the Contracting Officer as to the Contractor's compliance or noncompliance with the contract. In addition, the CA is responsible for the day-to-day monitoring and supervision of the contract, of ensuring that the work conforms to the requirements of this contract and such other responsibilities and authorities as may be specified in writing by the Contracting Officer.

The CA for this task order is:

Robert Ian Gibson, Data Center Operations Manager
Office of the Chief Technology Officer
3919 Benning Road, N.E.
Washington, DC 20019
Telephone: (202) 727-6353
Email: ian.gibson@dc.gov

- 6.2** It is understood and agreed that the CA shall not have the authority to make changes in the specifications/scope of work or terms and conditions of the contract.
- 6.3** Contractor shall be held fully responsible for any changes not authorized in advance, in writing, by the Contracting Officer, may be denied compensation or other relief for any additional work performed that is not so authorized, and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

7. ORDERING

- 7.1** Any supplies and services to be furnished under the contract shall be ordered by issuance of delivery order or task order by the Contracting Officer specified in Section 5 above. Such orders may be issued monthly, quarterly, or annually as services are required during the term of the contract.
- 7.2** All delivery orders are subject to the terms and conditions of this contract. In the event of a conflict between a delivery order and the contract, the contract shall control.
- 7.3** If mailed, a delivery order is considered "issued" when the District deposits the order in the mail. Orders may be issued by facsimile or by electronic commerce methods.

8. COMPENSATION AND PAYMENT

- 8.1 The District will make payments to the Contractor, upon the submission of proper invoices, at the prices stipulated in this contract, for supplies delivered and accepted or services performed and accepted, less any discounts, allowances or adjustments provided for in this contract.
- 8.2 The District will pay the Contractor on or before the 30th day after receiving a proper invoice from the Contractor.
- 8.3 The District follows a specific policy for services related to software/hardware (SW/HW) maintenance/licenses and support services. Services provided within a District Fiscal Year (October 1 to September 30) must be billed for within the same District Fiscal Year. Invoices should only cover one District Fiscal Year at a time, and the District cannot be held liable for any such services not billed and paid with in the same District Fiscal Year (October 1 to September 30). The District issues separate payment for each District Fiscal Year for accounting and budgetary reasons.
- 8.4 By accepting this contract, for SW/HW maintenance/licenses and support services, you agree that a proper invoice constitutes a service period that covers only one District Fiscal Year at a time (October 1 to September 30).

9. INVOICE SUBMITTAL

- 9.1 The Contractor shall submit proper invoices on a monthly basis or as otherwise specified in this task order. Invoices shall be prepared in duplicate and submitted to the Office of the Chief Technology Officer with a concurrent copy to the Contracts Administrator (CA) specified in Section 6 above.

The address of the Office of the Chief Technology Officer is:

DC Office of the CTO (Accts Payable)
200 I Street, S.E.
Washington, DC 20003
Telephone: (202) 727-2277

- 9.2 To constitute a proper invoice, the Contractor shall submit the following information:
 - i. Contractor's name and invoice date (Contractors are encouraged to date invoices as close to the date of mailing or transmittal as possible.);
 - ii. Task Order Agreement Number and Purchase Order Number. Assignment of an invoice number by the contractor is also recommended;
 - iii. Description, price, quantity, and dates of work actually performed;
 - iv. Other supporting documentation or information, as required by the Contracting Officer;
 - v. Name, title, telephone number and complete mailing address of the responsible official to whom payment is to be sent;

- vi. Name, title, phone number of person preparing the invoice;
- vii. Authorized signature.

10. INCORPORATED DOCUMENTS

The Contractor shall perform under this task order pursuant to the terms of the following documents that are hereby incorporated by reference and made a part of this contract, which in the event of a conflict shall be resolved by giving precedence in the order of priority listed below:

- (1) This Task Order
- (2) Attachment A – Specifications/Work Statement
- (3) Attachment B – Price Schedule

The following list of attachments is incorporated into the task order by reference:

- (4) District of Columbia Supply Schedule Contract No. CW22170

ATTACHMENT A - SPECIFICATIONS/WORK STATEMENT

A.1 SCOPE

The Office of Contracting and Procurement, on behalf of the Office of the Chief Technology Officer (OCTO) (the "District") seeks a vendor to supply electronic biometric locking system devices for 38 additional server cabinets at the District's data center ODC-1 and for 65 server cabinets at the District's colocation data center ODC-3, in Reston.

A.2 APPLICABLE DOCUMENTS

Not Applicable

A.3 DEFINITIONS

Not Applicable

A.4 BACKGROUND

OCTO operates a data center facility within the District at 3919 Benning Road, N.E., ODC-1 also has a colocation facility in Reston VA. The existing server and equipment cabinets utilized throughout the colocation data center utilize key-locks; these locks do not have unique keys. Furthermore, the keying systems used by the cabinet manufacturers have a very wide deployed base and keys to fit any and all of those locks are readily available. The system specified utilizes the standard District ID badge and can also require either or both a secondary Personal Identification Number (PIN) to be entered and/or finger-print scans. The scope of this request is to equip the balance of the cabinets at ODC-1 and the cabinets located at the colocation facility, in Reston, with electronic biometric locking systems that will be managed seamlessly by the existing operational software currently in use at ODC-1.

A.5 REQUIREMENTS

- A.5.1** The Contractor shall transfer ownership of hardware to the Office of the Chief Technology Officer within 30 days after PO is issued. This will ensure OCTO's ability to obtain support from the manufacturer.
- A.5.2** The District of Columbia shall be provided with the most current models, components and accessories in new, fully operational, factory sealed condition, with all applicable licenses.
- A.5.3** The Contractor shall warrant and represent that the equipment is eligible for the manufacturer's normal [and extended] warranty and support within the United States to Authorized Users. Previously owned, damaged, refurbished, remanufactured, counterfeit, "gray market" or substitute third party items will not be accepted.

A.5.4 The Contractor shall provide authorized reseller agreement or certification.

A.5.5 The District shall inspect all goods received from the contractor. The District shall accept goods that interconnect, and function properly with the installed Digital Biometrics system currently in use at ODC-I.

A.5.6 The Contractor shall deliver all requested items FOB destination to:

OCTO/ODC-1
Attn: Philip Haka
3919 Benning Road, N.E.
Washington, DC 20019
Telephone: (202) 715-3729

A.5.7 The contractor shall provide all of the following items:

ODC-I facility requirements:

LINE	QTY	Part Number	Description
1	3	DBBUS-CTRL	Digitus Biometrics DB BUS - Controller
2	3	DBENLINE-3I	Digitus Biometrics Online reader w/PIN, finger print, and HID
3	28	DBNODE-RR	Digitus Biometrics Remote node w/two handles
4	10	DBNODE-R	Digitus Biometrics Remote node w/one handle
5	66	8625DB-2	Digitus Biometrics Cable E-lock to node 8p to 6p 14ft
6	76	DBDC1	Digitus Biometrics Tamper Resistant Door Contacts
7	66	DB64-101	Digitus Biometrics Handle Adapter
8	1	DBDASSQL-UPG	Digitus Biometrics DAS-SQL Software License Upgrade
9	121	DBINF-SR	Digitus Biometrics Infinity - Serrverrack Products Maint

Reston facility requirements:

LINE	QTY	Part Number	Description
1	3	DBBUS-CTRL	Digitus Biometrics DB BUS - Controller
2	3	DBENLINE-3I	Digitus Biometrics Online reader w/PIN, finger print, and HID
3	65	DBNODE-R	Digitus Biometrics Remote node w/one handle
4	65	8625DB-2	Digitus Biometrics Cable E-lock to node 8p to 6p 14ft
5	130	DBDC1	Digitus Biometrics Tamper Resistant Door Contacts
6	65	DB64-101	Digitus Biometrics Handle Adapter

ATTACHMENT B – Price Schedule

B.1 The Office of Contracting and Procurement, on behalf of the Office of the Chief Technology Officer (OCTO) (the “District”) seeks a vendor to supply electronic biometric locking system devices for 38 additional server cabinets at the District’s data center ODC-1 and for 65 server cabinets at the District’s colocation data center ODC-3, in Reston.

B.2 The District contemplates award of a firm-fixed-price contract in accordance with 27 DCMR Chapter 24.

B.3 AGGREGATE GROUP OR INDIVIDUAL ITEM

Award, if made, will be to a single bidder in the aggregate for those groups of items indicated by “Aggregate Award Group” herein. Bidder must quote unit prices on each item within each group to receive consideration. Award, if made, on all other items will be on an individual item basis.

B.4 PRICE SCHEDULE – FIRM FIXED PRICE

B.4.1 BASE PERIOD

Item No.	Part Number	Description	Quantity	Unit Cost	Extended Cost
ODC-1 Facility					
0001	DBBUS-CTRL	Digitus Biometrics DB BUS - Controller	3	\$780.00	\$2,340.00
0002	DBENLINE-31	Digitus Biometrics Online reader w/PIN, finger print, and HID	3	\$579.00	\$1,737.00
0003	DBNODE-RR	Digitus Biometrics Remote node w/two handles	28	\$1,362.00	\$38,136.00
0004	DBNODE-R	Digitus Biometrics Remote node w/one handle	10	\$951.00	\$9,510.00
0005	8625DB-2	Digitus Biometrics Cable E-lock to node 8p to 6p 14ft	66	\$34.00	\$2,244.00
0006	DBDC1	Digitus Biometrics Tamper Resistant Door Contacts	76	\$31.00	\$2,356.00
0007	DB64-101	Digitus Biometrics Handle Adapter	66	\$25.00	\$1,650.00
0008	DBDASSQL-UPG	Digitus Biometrics DAS-SQL Software License Upgrade	1	\$5,964.00	\$5,964.00
0009	DBINF-SR	Digitus Biometrics Infinity - Serverrack Products Maint	121	\$170.00	\$20,570.00
ODC-1 Facility Total					\$84,507.00

Reston Facility					
Item No.	Part Number	Description	Quantity	Unit Cost	Extended Cost
0010	DBBUS-CTRL	Digitus Biometrics DB BUS - Controller	3	\$780.00	\$2,340.00
0011	DBENLINE-3I	Digitus Biometrics Enline reader w/PIN, finger print, and HID	3	\$579.00	\$1,737.00
0012	DBNODE-R	Digitus Biometrics Remote node w/one handle	65	\$951.00	\$61,815.00
0013	8625DB-2	Digitus Biometrics Cable E-lock to node 8p to 6p 14ft	65	\$34.00	\$2,210.00
0014	DBDC1	Digitus Biometrics Tamper Resistant Door Contacts	130	\$31.00	\$4,030.00
0015	DB64-101	Digitus Biometrics Handle Adapter	65	\$25.00	\$1,625.00
Reston Facility Total					\$73,757.00
Grand Total for 4.1 Base Period					\$158,264.00