GOVERNMENT OF THE DISTRICT OF COLUMBIA
TASK ORDER/DELIVERY ORDER FOR SERVICES
OFFER TO COMPLETE BLOCKS 18 & 29

1. REQUISITION NUMBER
   RK204268
   PAGE 1 of 5

2. TASK ORDER AGREEMENT NO.
   CW97744

3. Award/Effective Date
   See 30C below

4. DCSS CONTRACT NUMBER
   CW59030

5. SOLICITATION NUMBER
   Doc599528

6. SOLICITATION ISSUE DATE

7. FOR SOLICITATION INFORMATION CONTACT:
   A. NAME
   Jossette Mercer
   B. TELEPHONE (No Collect Calls)
   (202) 724-4196
   C. EMAIL
   Jossette.Mercer@dc.gov

8. OFFER DUE DATE:
   N/A

9. ISSUED BY
   Office of Contracting and Procurement
   441 4TH Street NW, Suite 330S
   Washington, D.C. 20001

10. THIS ACQUISITION IS
    □ UNRESTRICTED
    □ SET ASIDE
    □ SMALL BUSINESS
    □ SMALL DISADV. BUS.
    □ GSA Federal Supply Schedule
    □ SIZE STANDARD:

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED
    □ N/A

12. PAYMENT DISCOUNT TERMS
    Net 30 days

13. RESERVED

14. METHOD OF SOLICITATION
    RFTOP □ RFQ □ IFB □ RFP □ 2-STEP

15A DUNS NO.

15B TAX ID NO.

16. PAYMENT WILL BE MADE BY
    The Government of the District of Columbia
    Office of The Chief Technology Officer
    200 I Street, SE, Fifth Floor
    Washington DC 20032

17. DELIVER TO
    The Government of the District of Columbia
    Office of The Chief Technology Officer
    200 I Street, SE, Fifth Floor
    Washington DC 20032

18. ADMINISTERED BY
    The Government of the District of Columbia
    Office of The Chief Technology Officer
    200 I Street, SE, Fifth Floor
    Washington DC 20032

18A. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER

18B. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 16 UNLESS BLOCK BELOW IS CHECKED
    □ SEE ADDENDUM

19. ITEM NO.

20. SCHEDULE OF SUPPLIES/SERVICES

<table>
<thead>
<tr>
<th>IEM NO.</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>YE-ADV-03 Base Period</td>
<td>1500</td>
<td>Qty</td>
<td>$22.41</td>
<td>$33,615.00</td>
</tr>
<tr>
<td>002</td>
<td>Light Technical Bundle Base Period</td>
<td>1</td>
<td>Qty</td>
<td>$4,440.07</td>
<td>$4,440.07</td>
</tr>
</tbody>
</table>

25. ACCOUNTING AND APPROPRIATION DATA
    PURCHASE ORDER NO.

26. TOTAL AWARD (FOR GOVT. USE ONLY)
    Not to Exceed $ 38,055.07

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 GSA CONTRACT IDENTIFIED IN BLOCK 4.


29A. SIGNATURE OF OFFEROR / CONTRACTOR
    Rodney Gregory

30A. DISTRICT OF COLUMBIA (SIGNATURE OF CONTRACTING OFFICER)
    James A. Webb, Contracting Officer

29B. NAME AND TITLE OF SIGNER (TYPE OR PRINT)
    Rodney Gregory

29C. DATE SIGNED
    2/15/2022

30B. NAME OF CONTRACTING OFFICER (TYPE OR PRINT)
    James A. Webb, Contracting Officer

30C DATE SIGNED
    2.16.2022

Task Order Agreement No. CW97744
1. SERVICES REQUIRED

The Office of the Chief Technology Officer (OCTO), Citywide Information Security, (CWITS) seeks to procure Yubico hardware security keys to be utilized to secure systems and application access.

2. PRICE SCHEDULE

See Attachment A

3. TERM OF CONTRACT

The Period of Performance shall be date of award through September 30, 2022, with Three One Year Options.

1. BASE PERIOD: From the date of award until September 30, 2023

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3.1 OPTION TO EXTEND THE TERM OF THE CONTRACT

The District may extend the term of this contract for a maximum of three (3), one-year option periods, or successive fractions thereof, by written notice to the Contractor before the expiration of the contract; provided that the District will give the Contractor a preliminary written notice of its intent to extend at least thirty (30) days before the contract expires of this option. The preliminary notice does not commit the District to an extension. The Contractor may waive the thirty (30) day preliminary notice requirement by providing a written waiver to the Contracting Officer prior to the expiration of the contract.

i. If the District exercises this option, the extended contract shall be considered to include this option provision. The prices for the option period shall be as specified in the contract.

ii. The total duration of this contract, including the exercise of any options under this clause, shall not exceed three (3) Years.

4. 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:

James A. Webb  
Office of Contracting and Procurement  
441 4th Street, NW, Suite 330S  
Washington, D.C. 20001  
(202) 724-4021

5. CONTRACT ADMINISTRATOR (CA)

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:

The Government of the District of Columbia  
Office of The Chief Technology Officer  
Attn: Suneel Cherukuri, CA  
suneel.cherukuri@dc.gov  
202-741-5008  
200 I Street, SE, Fifth Floor  
Washington, DC 20032

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.

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.

6. INVOICE PAYMENT

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.

The District will pay the Contractor on or before the 30th day after receiving a proper invoice from the Contractor.

7. INVOICE SUBMITTAL

The Contractor shall submit proper invoices on a monthly basis or as otherwise specified in this contract. Invoices shall be prepared in duplicate and submitted to the Criminal Justice Coordinating Council, with a concurrent copy to the Contract Administrator (CA) specified in Section 4 above. The address of the Criminal Justice Coordinating Council is:

The Government of the District of Columbia  
Office of The Chief Technology Officer  
200 I Street, SE, Fifth Floor  
Washington DC 20032

To constitute a proper invoice, the Contractor shall submit the following information:

- Contractor’s name and invoice date ( Contractors are encouraged to date invoices as close to the date of mailing or transmittal as possible.);

- Task Order Agreement Number and Purchase Order Number. Assignment of an invoice number by the contractor is also recommended;
- Description, price, quantity, and dates of work actually performed;

- Other supporting documentation or information, as required by the Contracting Officer;

- Name, title, telephone number and complete mailing address of the responsible official to whom payment is to be sent;

- Name, title, phone number of person preparing the invoice;

- Authorized signature.

8. INCORPORATED DOCUMENTS

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 blocks 1 through 30C and sections 1 through 8.

(2) Scope of Work, Attachment A

(3) Price List, Attachment B

(4) Wage Determination No.: 2015 – 4281 Revision No.: 21 Date: 12/27/2021, Attachment C

(5) DC Supply Schedule Contract No. CW97744
Attachment A

SCOPE OF WORK
REQUEST FOR TASK ORDER BID

Solicitation No.: DOC599528

Caption: Yubico Hardware Security Keys

Issuance Date: February 7, 2022

Due Date: February 11, 2022

The Office of the Chief Technology Officer (OCTO), Citywide Information Security, (CWITS) seeks to procure Yubico hardware security keys to be utilized to secure systems and application access.

The task order bid should be prepared according to the instructions listed below:

1. **Bid Submission Requirements**

   The task order proposal shall be submitted as “Task Order Bid in response to Solicitation No.”

   The Bidder’s Bid shall, at minimum, include:

   a. A Bid in accordance with Attachment A;
   b. Copy of the Bidder’s DC Supply Price Schedule
   c. Completed Price Schedule (Attachment B)

2. **Task of Solicitation**

   Bid should be submitted online via e-sourcing

3. **Bid Submission Date**

   The closing date for receipt of proposals is 2:00 P.M., Friday February 11, 2022.

4. **Evaluation for Award**

   (a) In order to be considered responsive, bidder must meet the following minimum requirements.
1) The bidder must propose goods/services which comply with their identified DC Supply Schedule

2) Must provide completed attachment B.

5. **Term of Contract**

The period of performance shall be from the date of award until September 30, 2022.

6. **Attachments**

Attachment A – Statement of Work
Attachment B – Price Schedule
C.1 SCOPE:

The Office of the Chief Technology Officer (OCTO), Citywide Information Security, (CWITS) seeks to procure Yubico hardware security keys to be utilized to secure systems and application access.

C.2 APPLICABLE DOCUMENTS

None

C.3 DEFINITIONS

None

C.4 BACKGROUND

The Office of the Chief Technology Officer (OCTO), Citywide Information Security, (CWITS) operates cyber security functions including but not limited to enabling strong two-factor, multi-factor and passwordless authentication of users and services. CWITS program would like to procure Yubico hardware security keys to support enablement of multifactor authentication for end users and services. This will enhance the overall cyber hygiene for DC Government services.

C.5 REQUIREMENTS

The Contractor shall provide the following components/specifications below:

1. The Contractor shall provide electronic confirmation of the hardware security keys should be delivered within 5 business days of award to the Contracts Administrator (CA).
2. The contractor shall provides toll-free phone number for logging in new support case and working on it immediately. The timeframe for support response time is usually within 4 hours.
3. The Contractor shall provide subscription term for three (3) options years.
4. The contractor shall provide a central point of contact for direct phone and email communications.

<table>
<thead>
<tr>
<th>CLIN</th>
<th>Product SKU</th>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>YE-ADV-03</td>
<td>Yubi Enterprise Government</td>
<td>1500</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Subscription Advanced</td>
<td></td>
</tr>
<tr>
<td>002</td>
<td>Light Technical Bundle</td>
<td>Light Technical Service Hours Bundle</td>
<td>1</td>
</tr>
</tbody>
</table>
C.6 Deliverables

The Contractor shall perform the activities required to successfully complete the District’s requirements and submit each deliverable to the Contract Administrator identified.

<table>
<thead>
<tr>
<th>CLIN</th>
<th>Deliverable</th>
<th>Method of Delivery</th>
<th>Deliver to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>The Contractor shall provide electronic confirmation of the hardware security keys should be delivered within 5 business days of award.</td>
<td>Electronically</td>
<td>Attention CA at: <a href="mailto:suneel.cherukuri@dc.gov">suneel.cherukuri@dc.gov</a></td>
</tr>
<tr>
<td>002</td>
<td>The Contractor shall provide toll-free phone number for logging in new support case and working on support issues immediately. The timeframe for support response time is usually within 4 hours.</td>
<td>Web and Phone support</td>
<td>Attention CA at: <a href="mailto:suneel.cherukuri@dc.gov">suneel.cherukuri@dc.gov</a></td>
</tr>
<tr>
<td>003</td>
<td>The Contractor shall make available a subscription term for three (3) options years.</td>
<td>Electronically</td>
<td>Attention CA at: <a href="mailto:suneel.cherukuri@dc.gov">suneel.cherukuri@dc.gov</a></td>
</tr>
<tr>
<td>004</td>
<td>The contractor shall provide a central point of contact for direct phone and email communications.</td>
<td>Electronically</td>
<td>Attention CA at: <a href="mailto:suneel.cherukuri@dc.gov">suneel.cherukuri@dc.gov</a></td>
</tr>
</tbody>
</table>

C.7 Contract Administrator

The Contractor shall ensure that all physical materials/notification(s) are delivered to the following address:

The Government of the District of Columbia
Office of The Chief Technology Officer
Atten: Suneel Cherukuri, CA
suneel.cherukuri@dc.gov
202-741-5008
200 I Street, SE, Fifth Floor
Washington DC 20032
ATTACHMENT B - PRICE SCHEDULE

The District contemplates award of a firm fix price contract form this solicitation in accordance with the 27 DCMR Chapter 24. The Contract will have a base period and three (3) one year option years.

1. BASE PERIOD: From the date of award until 9-30-22

<table>
<thead>
<tr>
<th>CLIN</th>
<th>Labor Category</th>
<th>Quantity</th>
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<td>$</td>
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<td>0002</td>
<td>Light Technical Bundle</td>
<td>1</td>
<td>$</td>
<td>$</td>
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</tbody>
</table>

GRAND TOTAL

Date of Award until 9/30/22

2. OPTION YEAR ONE- (October 1, 2022 through September 30, 2023)

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GRAND TOTAL

3. OPTION YEAR TWO -(October 1, 2023 through September 30, 2024)

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GRAND TOTAL
5. OPTION TO EXTEND THE TERM OF THE CONTRACT

5.1 The District may extend the term of the resulting Task Order Agreement for a period of three (3) one-year option periods, or successive fractions thereof, by written notice to the Contractor before the expiration of the Task Order Agreement; provided that the District will give the Contractor a preliminary written notice of its intent to extend at least thirty (30) days before the Task Order Agreement expires. The preliminary notice does not commit the District to an extension. The exercise of this option is subject to the availability of funds at the time of the exercise of this option. The Contractor may waive the thirty (30) day preliminary notice requirement by providing a written waiver to the Contracting Officer prior to expiration of the Task Order Agreement.

5.2 If the District exercises this option, the extended Task Order Agreement shall be considered to include this option provision.

5.3 The price for the option period shall be as specified in the Task Order Agreement.

5.4 The total duration of this Task Order Agreement, including the exercise of any options under this clause, shall not exceed seven months and three (3) years.
Attachment B

PRICE LIST
Yubico Hardware Security Keys

Solicitation: DOC599528

Pricing Proposal

Submitted to:

Jossette Mercer
Contract Specialist
Office of Contracting and Procurement
ONE JUDICIARY SQUARE
441 4th Street NW., Suite 330S
Washington, DC 20001
Closing Date & Time: February 11, 2022 at 2:00 PM

By

MVS INC

Federal Id: 52-1352200
D&B # 948496716
CAGE Code: 3BZC9

CORPORATE OFFICE:
1020 19th STREET, NW SUITE 475
WASHINGTON, DC 20036

TEL: 202-722-7981
FAX: 202-722-7982
WEB: WWW.MVSCONSULTING.COM

MAILING ADDRESS:
PO BOX 33026
WASHINGTON, DC 20033-3026

This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal or quotation. If, however, a contract is awarded to this offeror as a result of—or in connection with—the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government’s right to use information contained in this data if it is obtained from another source without restriction.
February 11, 2022

Jossette Mercer
Contract Specialist
Office of Contracting and Procurement
ONE JUDICIARY SQUARE
441 4th Street NW., Suite 330S
Washington, DC 20001

Subject: Yubico Hardware Security Keys (DOC599528).

Dear Ms. Mercer,

MVS, Inc. is pleased to submit our Price Proposal in reference to your Solicitation for Yubico Hardware Security Keys (DOC599528) for the OCTO. Our proposal contains all the requested documentation.

MVS is an CBE Certified HUBZone small business and DC Supply Schedule holder with over 20 years of experience in providing information technology hardware and IT support services to state, local and federal government agencies.

MVS understands the general terms as it is outlined in the solicitation and will abide by the terms and conditions put forth in the solicitation. MVS, Inc. is a authorized to resell Yubico products to Government Agencies. We agree to hold offered prices firm for 30 calendar days from the date of submission, February 11, 2022.

YubiEnterprise Subscription Terms specified on the quote do apply for this contract, per the manufacturer.

If you have any questions, please feel free to contact me at (202) 722-7981 x162 or via email at rgregory@mvsconsulting.com.

Sincerely,

Rodney Gregory
Sales Representative
MVS, Inc.
ATTACHMENT B - PRICE SCHEDULE

The District contemplates award of a firm fix price contract form this solicitation in accordance with the 27 DCMR Chapter 24. The Contract will have a base period and three (3) one year option years.

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5. OPTION TO EXTEND THE TERM OF THE CONTRACT

5.1 The District may extend the term of the resulting Task Order Agreement for a period of three (3) one-year option periods, or successive fractions thereof, by written notice to the Contractor before the expiration of the Task Order Agreement; provided that the District will give the Contractor a preliminary written notice of its intent to extend at least thirty (30) days before the Task Order Agreement expires. The preliminary notice does not commit the District to an extension. The exercise of this option is subject to the availability of funds at the time of the exercise of this option. The Contractor may waive the thirty (30) day preliminary notice requirement by providing a written waiver to the Contracting Officer prior to expiration of the Task Order Agreement.

5.2 If the District exercises this option, the extended Task Order Agreement shall be considered to include this option provision.

5.3 The price for the option period shall be as specified in the Task Order Agreement.

5.4 The total duration of this Task Order Agreement, including the exercise of any options under this clause, shall not exceed seven months and three (3) years.
### QUOTE

#### Confidential

**Prepared For:**
- **OCTO**
- Jossette Mercer
- 441 4th Street NW., Suite 330S
- Washington DC 20001
- Phone: (202) 724-4196
- Fax: 
- Email: Jossette.Mercer@dc.gov

**Ship To:**
- **OCTO**
- Jossette Mercer
- 441 4th Street NW., Suite 330S
- Washington DC 20001
- Phone: (202) 724-4196
- Fax: 
- Email: Jossette.Mercer@dc.gov

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**Date:** 02/11/22
**Sales Rep:** Rodney Gregory
**CBE #:** LSDZXR33256042024
**DCSS #:** CW59303
**Tax ID #:** 52-1352200
**RQ #:** OCTO Yubiko Hardware Security Key - Dee599528

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