

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</i>				1. REQUISITION NUMBER REQ-2400-14-0177		PAGE OF 1 8	
2. CONTRACT NO. CPSC-D-13-0001		3. AWARD/ EFFECTIVE DATE 09/25/2014	4. ORDER NUMBER 0012		5. SOLICITATION NUMBER CPSC-Q-14-0246		6. SOLICITATION ISSUE DATE 09/19/2014
7. FOR SOLICITATION INFORMATION CALL:		a. NAME Rudi Johnson			b. TELEPHONE NUMBER (No collect calls) 301-504-7028		8. OFFER DUE DATE/LOCAL TIME ET
9. ISSUED BY CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 523 BETHESDA MD 20814			CODE FMPS	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: % FOR:			
				<input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <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: SIZE STANDARD:	
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS Net 30		<input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		13b. RATING	
15. DELIVER TO CONSUMER PRODUCT SAFETY COMMISSION OFFICE OF INFORMATION SERVICES 4330 EASTWEST HIGHWAY ROOM 706 BETHESDA MD 20814			CODE EXIT	16. ADMINISTERED BY CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 523 BETHESDA MD 20814			
17a. CONTRACTOR/ OFFEROR VISUAL INFORMATION SYSTEM INC ATTN VINH Q NGUYEN 8901 TRIPLE RIDGE RD FAIRFAX STATION VA 22039-3004		CODE [REDACTED]	FACILITY CODE	18a. PAYMENT WILL BE MADE BY CPSC Accounts Payable Branch AMZ 160 P. O. Box 25710 Oklahoma City OK 73125			
TELEPHONE NO. (703) 643-1628				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER							
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	DUNS Number: [REDACTED] COR: TERENCE CHENG EMAIL: TCHENG@CPSC.GOV TEL: (301) 504-7307 TASK ORDER 0012 TO DELIVERY CONTRACT CPSC-D-13-0001 IS HEREBY ISSUED TO PROVIDE ALL NECESSARY PERSONNEL, MATERIALS AND SERVICES AS STATED BELOW FOR THE PERFORMANCE PERIOD 30 SEPTEMBER 2014 THROUGH 31 MARCH 2015 IN ACCORDANCE WITH THE ATTACHED STATEMENT OF WORK, <i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>						
25. ACCOUNTING AND APPROPRIATION DATA 0100A14DSE-2014-9994700000-EXIT002400-252M0						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$150,171.80	
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA				<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA				<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.				<input type="checkbox"/> 29. AWARD OF CONTRACT: _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS _____			
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) Kim Miles		31c. DATE SIGNED 9/29/14	

19 ITEM NO.	20 SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22 UNIT	23. UNIT PRICE	24 AMOUNT
0001	<p>THE CONTRACTOR'S PROPOSAL DATED SEPTEMBER 24, 2014; TERMS AND CONDITIONS OF CPSC-D-13-0001, AND THE GSA SCHEDULE GS-35F-0507Y.</p> <p>THE CONTRACTOR SHALL PROVIDE ALL PERSONNEL, MATERIALS AND SERVICES TO PROVIDE SOFTWARE AND DATABASE REQUIREMENTS ANALYSIS; DESIGN AND DEVELOPMENT OF CPSC RECALL DATABASE IN ACCORDANCE WITH THE PERFORMANCE WORK STATEMENT.</p> <p>The total amount of award: \$150,171.80. The obligation for this award is shown in box 26.</p>	1	LO	150,171.80	150,171.80

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

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

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

CPSC-D-13-0001
Recall Database Redesign
STATEMENT OF WORK (SOW)

DESCRIPTION OF SERVICES

The contractor shall provide technical support services on the task described herein in accordance with the terms and conditions of the delivery order contract CPSC-D-13-0001 and the requirements provide herein for the U.S. Consumer Product Safety Commission (CPSC).

The contractor shall provide all necessary personnel, materials and services to provide software and database requirements analysis, design, and development of CPSC's Recall Database.

2. TASK ORDER

This procurement is a firm-fixed price, performance based task order. This is a non-personal services contract.

3. BACKGROUND

The CPSC currently issues recalls when it reaches agreement with firms who are responsible for the recall of various different types of products. The issues with the current recall database are:

- a) The recall data is entered manually by the developer after the recall is posted on cpsc.gov.
- b) The database design of the current recall database does not provide complete information about the recall.
- c) Saferproducts.gov has its own recall database where it derives information based on cpsc.gov recall database, which causes duplication of information and sometimes the two databases return different search result.

4. OBJECTIVE

The objective of this task order is to implement the following:

- a) Redesign the current recall database utilizing the 'SaferProducts' recall database as its foundation.
- b) Eliminate the current recall database in CPSC.GOV
- c) Provide Web Services for entering and retrieving of recall information for both the United States and International recall reports.

- d) Retire MySQL database which is on WebStaging server and host data for searching recall, civil penalty and criminal penalty.

5. PERFORMANCE WORK STATEMENT:

The contractor shall independently, and not as an agent of the Government, furnish all necessary personnel, materials, services, and facilities to perform the work set forth below. The contractor shall provide technical (including but not limited to requirement analysis, design and development) and implementation support services to include the following:

I. Requirement Gathering and Analysis

- a. The Contractor shall provide Requirement Analysis Services by analyzing current recall database in cpsc.gov and saferproducts.gov.
- b. The contractor shall refer to the current recall API in both cpsc.gov and saferproducts.gov as a basic requirement to improve the search results and to eliminate the API provided in cpsc.gov.
- c. The contractor shall take the report for international recall as a requirement.

II. Database Design and Development

- a. The Contractor shall base the work done in section I, with CPSC approval, to design a new recall database logical model.
- b. Based upon the design perform in section II.a, the Contractor shall provide a physical design of the recall database.
- c. Currently there is no way to link the recall to a compliance case. The Contractor shall take case linkage as consideration for future expansion.
- d. Based on work performed in section II.b, the Contractor shall implement the physical in SQL Server 2008R2 with consideration of future migration to SQL Server 2012.
- e. The contractor shall transfer the current recall database data into new database as stated in section II.d.

III. System Development and test for Recall Web Services

- a. The Contractor shall define the Service Broker queue for external system to enter recall information and to develop the ability to read recall information from the Service Broker. The Service Broker shall have the ability to Insert/Update/Delete recall entries.

- b. The Contractor shall develop a set of Restful Web Services to allow external user to retrieve recall information.
- c. The Contractor shall modify the recall search function in the saferproducts.gov to utilize the new recall database.
- d. The Contractor shall provide testing and quality assurance of the recall web service by:
 - 1) Design test cases
 - 2) Performance testing and recording test results

IV. Knowledge transfer and documentation

- a. The Contractor shall provide technical documentation for the requirements, database designs, Web Service Designs and coding guidance to the CPSC’s staff.
- b. The Contractor shall provide a sample code to include documentation explaining on how to use the web service.

6. CONTRACTOR QUALIFICATIONS

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

The Contractor shall name as key personnel, individuals assigned to perform the project management and software engineering tasks on this effort. Key personnel may be substituted on the project at the discretion of the COR.

All Contractor partners shall possess the same, and/or higher Contractor qualifications.

7. PERIOD OF PERFORMANCE

The Contractor shall provide the work on this task order for the performance period beginning 30 September 2014 through March 31, 2015.

8. REPORTING AND DELIVERY REQUIREMENTS

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

CLIN #	Deliverable Name	Due Date and Format (NLT-No Later Than, measured in business days)
1	Project Kick-off Meeting and presentation of high-level	<ul style="list-style-type: none"> • NLT 5 calendar days after contract award

CLIN #	Deliverable Name	Due Date and Format (NLT-No Later Than, measured in business days)
	schedule, approach for staffing and addressing development and implementation issues	
2	Weekly Project Status Report	<ul style="list-style-type: none"> • First Weekly Report NLT 15 calendar days after contract award • Every Tuesday (covering the previous calendar week) except in weeks where a monthly progress report is due
3	Monthly Project Status Report	<ul style="list-style-type: none"> • 4 weeks after award, then monthly (NLT 5th of month)
4	Initial Project Schedule, WBS and Project Management Plan to include but not limited to Risk Management Plan, Requirements Management Plan, Communications Management Plan, Configuration Management Plan	<ul style="list-style-type: none"> • NLT 30 calendar days after contract award
5	Final Project Schedule and WBS	<ul style="list-style-type: none"> • NLT 10 calendar days after completion of Requirements analysis
6	Requirements documentation and Integrated Baseline Review	<ul style="list-style-type: none"> • NLT 65 calendar days after contract award
7	Software Application Test Scripts	<ul style="list-style-type: none"> • NLT 115 calendar days after contract award
8	User Acceptance Test Results	<ul style="list-style-type: none"> • NLT 140 days after contract award
9	Updated Software Application System Guide	<ul style="list-style-type: none"> • NLT 150 days after contract award
10	Final reports deployment	<ul style="list-style-type: none"> • NLT 170 days after contract award

9. INSPECTION AND ACCEPTANCE

The Government will apply the following general inspection standards to the reporting and delivery requirements:

- Meeting agreed upon schedule dates.
- Submission of all deliverables as specified.
- Ability to produce quality assurance documentation, per SDLC practices.
- Preparation of comprehensive reports/presentations.

10. Performance objectives are as stated in the base contract.

The Government will inspect the work for both quality and timeliness, and notify the Contractor regarding problems and any corrections needed. The Contractor shall be notified in writing of the problems with the work and the Contractor shall provide an acceptable correction, correction plan or recommendation within 24 hours of notification.

11. GOVERNMENT FURNISHED PROPERTY

- a) The government will provide on-site workspace, laptop computers, monitors, computer accessories, and access to CPSC systems, databases, and documents as need to perform this task.
- b) Travel is not required to complete the effort under this task order.

12. LC 5 CONTRACTING OFFICER REPRESENTATIVE (COR) DESIGNATION

a. The following individual has been designated at the Government's COR for this contract:

Name: Terrance Cheng
Division: Department of IT Services
Telephone: 301-504-6963
Email: tcheng@cpsc.gov

b. The CPSC COR is responsible for performing specific technical and administrative functions, including:

- (1) performing technical evaluation as required;
- (2) assisting the Contractor in the resolution of technical problems encountered during performance; monitoring the Contractor's technical progress, including surveillance and assessment of performance, and notifying the Contracting Officer within one week when deliverables (including reports) are not received on schedule in accordance with the prescribed delivery schedule; and
- (3) inspection and acceptance of all items required by the contract.

c. The COR, who may be personally liable for unauthorized acts, is not authorized to and shall not:

- (1) make changes in scope of work, contract schedules, and/or specifications, or to make changes that affect price, quality, quantity or delivery,

(2) direct or negotiate any change in the terms, conditions, or amounts cited in the contract; and

(3) make commitments or changes that affect price, or take any action that commits the Government or could lead to a claim against the Government.

d. This delegation is not re-delegable and remains in effect during the period of performance of the contract.

e. A clear distinction is made between Government and Contractor personnel. No employer-employee relationship will occur between government employees and contractor employees. Contractor employees must report directly to their company (employer) and shall not report to Government personnel.

All questions regarding this REP/scope must be routed through the Contracting Officer (CO) or Contracting Officer's Representative (COR).

13. PROJECT MANAGER

The project manager for this task shall be Kim Sheppard.