

Company Name:  
Syracuse Research Corp

Contract Number:  
GS-00F-0019L (GS00F0019L)

Order Number:  
HSCETC-08-F-00037 (HSCETC08F00037)

Requisition/Reference Number:  
ISSO-08-0033 (ISSO080033)

Latest Modification Processed:  
P00005

Period of Performance:  
9/30/2008 through 10/31/2009

Services Provided:  
Providing support services for the Security Operations Center (SOC) and Computer Security Incident Center (CSIRC).

**ORDER SUPPLIES OR SERVICES**

**IMPORTANT: Mark all packages and papers with contract and/or order numbers.**

1. DATE OF ORDER 09/30/2008		2. CONTRACT NO. (If any) GS-00F-0019L		6. SHIP TO: a. NAME OF CONSIGNEE ICE Chief Information Officer	
3. ORDER NO. HSCETC-08-F-00037		4. REQUISITION/REFERENCE NO. ISSO-08-0033		b. STREET ADDRESS Immigration and Customs Enforcement 801 I Street, NW Suite 700	
5. ISSUING OFFICE (Address correspondence to) ICE/Info Tech Svs/OCIO/Admin Ph Svc Immigration and Customs Enforcement Office of Acquisition Management 425 I Street NW, Suite 2208 Washington DC 20536				c. CITY Washington	e. ZIP CODE 20536
7. TO: a. NAME OF CONTRACTOR SYRACUSE RESEARCH CORP				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER	
c. STREET ADDRESS 7502 ROUND POND ROAD				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY REFERENCE YOUR:  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY NORTH SYRACUSE		e. STATE NY	f. ZIP CODE 132122510	Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE ICE Chief Information Officer	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination	
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 30 Days After Award	
a. INSPECTION Destination	b. ACCEPTANCE Destination			16. DISCOUNT TERMS Net 30	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 063053771 This Task Order Award is to provide support services for the Security Operations Center (SOC) and Computer Security Incident Response Center (CSIRC) Requirement.  Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)  17(i) GRAND TOTAL	
	21. MAIL INVOICE TO:							
	a. NAME DHS, ICE							\$238,031.60
	b. STREET ADDRESS (or P.O. Box) Burlington Finance Center P.O. Box 1620 Attn: ICE-OCIO-IAD							
c. CITY Williston		d. STATE VT	e. ZIP CODE 05495-1620		\$238,031.60			

22. UNITED STATES OF AMERICA BY (Signature)	23. NAME (Typed) JoNelle M. Hildreth TITLE: CONTRACTING/ORDERING OFFICER
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ORDER FOR SUPPLIES OR SERVICES  
**SCHEDULE - CONTINUATION**

**IMPORTANT:** Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2008	CONTRACT NO. GS-00F-0019L	ORDER NO. HSCETC-08-F-00037
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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	The Statement of Work and Clauses are hereby incorporated.  This Task Order is subject to the terms and conditions of GS-00F-0019L.  Amount awarded: \$10,897,169.39 Amount obligated: \$238,031.60  The ceiling for this Task Order is \$10,897,169.30  This Task Order will be awarded as Labor-Hour for a base period of 2 months and three option periods. The period of performance for base period and the option periods are as follows:  Base Period: 09/30/2008 through 11/30/2008 Option Period I: 9 months-12/01/2008 through 08/31/2009 Option Period II: 12 months-09/01/2009 through 08/31/2010 Option Period III: 12 months-09/01/2010 through 08/31/2011 Accounting Info: <div style="background-color: black; width: 100%; height: 20px; margin: 5px 0;"></div> Period of Performance: 09/30/2008 to 08/31/2011					
0001	BASE PERIOD/PHASE IN NTE-60 DAYS (Not Separately Priced)				0.00	
0002	Administrative Specialist		b6,b7c LH			
0003	Jr. IT Security Specialist		LH	b4	0.00	
	Continued ...					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

**ORDER FC SUPPLIES OR SERVICES**  
**SCHEDULE - CONTINUATION**

**IMPORTANT:** Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2008	CONTRACT NO. GS-00F-0019L	ORDER NO. HSCETC-08-F-00037
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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
0004	IT Security Specialist		LH			
0005	Project Control Specialist		LH		b4	
0006	Project Manager (Task Lead)		LH			
0007	Project Manager	b4	LH	b4	0.00	
0008	Technical Writer/Editor		LH		b4	
0009	Subject Matter Expert		LH			
1001	Option Period I Amount: \$0.00 (Option Line Item) 11/28/2008 (Not Separately Priced)		LH		0.00	
1002	Administrative Specialist Amount: \$ b4 (Option Line Item) 08/28/2009				0.00	
1003	Jr. IT Security Specialist Amount: \$ b4 (Option Line Item) 08/28/2009				0.00	
1004	IT Security Specialist Amount: \$ b4 (Option Line Item) 08/28/2009				0.00	
1005	Project Control Specialist Amount: \$ b4 (Option Line Item) 08/28/2009				0.00	
	Continued ...					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

**IMPORTANT:** Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2008	CONTRACT NO. GS-00F-0019L	ORDER NO. HSCETC-08-F-00037
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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
1006	Project Manager (Task Lead) Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
1007	Program Manager Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
1008	Technical Writer/Editor Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
1009	Subject Matter Expert Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
1010	ODC (Travel) NTE \$ [REDACTED] Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
1011	ODC (Conferences) NTE \$ [REDACTED] Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2001	Option Period II Amount: \$0.00 (Option Line Item) 08/28/2009		LH		0.00	
2002	Administrative Specialist Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2003	Jr. IT Security Specialist Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
	Continued ...					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

**ORDER FC SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

**IMPORTANT:** Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER  
09/30/2008

CONTRACT NO.  
GS-00F-0019L

ORDER NO.

HSCETC-08-F-00037

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
2004	IT Security Specialist Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2005	Project Control Specialist Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2006	Program Manager (Task Lead) Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2007	Project Manager Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2008	Technical Writer/Editor Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2009	Subject Matter Expert Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2010	ODC (Travel) NTE \$ [REDACTED] Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
2011	ODC (Conferences) NTE \$ [REDACTED] Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
3001	Option Period III Continued ...		LH	0.00	0.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

**IMPORTANT:** Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2008	CONTRACT NO. GS-00F-0019L	ORDER NO. HSCETC-08-F-00037
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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	Amount: \$0.00 (Option Line Item) 08/28/2010					
3002	Jr. IT Security Specialist Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
3003	IT Security Specialist Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
3004	Project Control Specialist Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
3005	Program Manager (Task Lead) Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
3006	Project Manager Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
3007	Technical Writer/Editor Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
3008	Subject Matter Expert Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
3009	ODC (Travel) NTE \$ [REDACTED] Amount: \$ [REDACTED] (Option Line Item) 08/28/2009				0.00	
	Continued ...					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

**ORDER FC SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

**IMPORTANT:** Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2008	CONTRACT NO. GS-00F-0019L	ORDER NO. HSCETC-08-F-00037
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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
3010	ODC (Conferences) NTE \$ [REDACTED] b4 Amount: [REDACTED] b4 (Option Line Item) 08/28/2009				0.00	
3011	Administrative Specialist  The total amount of award: \$10,897,169.39. The obligation for this award is shown in box 17(i).				0.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))



## CLAUSES

**This order is being issued in accordance with clauses applicable to the terms and conditions of contracts issued under Schedule 70 of GSA**

**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 address [www.arnet.gov/far/](http://www.arnet.gov/far/)

CLAUSE	CLAUSE	CLAUSE
52.202-1	Definitions	(JULY 2004)
52.203-3	Gratuities	(APRIL 1984)
52.203-5	Covenant Against Contingent Fees	(APRIL 1984)
52.203-6	Restrictions on Subcontractor Sales to the Government	(SEPTEMBER 2006)
52.203-7	Anti-Kickback Procedures	(JULY 1995)
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity	(JANUARY 1997)
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity	(JANUARY 1997)
52.203-11	Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions	(SEPTEMBER 2007)
52.203-12	Limitation on Payments to Influence Certain Federal Transactions	(SEPTEMBER 2007)
52.203-13	Contractor Code of Business Ethics and Conduct	(DECEMBER 2007)
52.204-2	Security Requirements	(AUGUST 1996)
52.204-4	Printed or Copied Double-Sided on Recycled Paper	(AUGUST 2000)
52.204-6	Data Universal Numbering System (DUNS) Number	(OCTOBER 2003)
52.204-7	Central Contractor Registration	(JULY 2006)
52.204-8	Annual Representations and Certifications	(JANUARY 2006)
52.204-9	Personal Identity Verification of Contractor Personnel	(SEPTEMBER 2007)
52.204-10	Reporting Subcontract Awards	(SEPTEMBER 2007)
52.209-5	Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters	(DECEMBER 2001)
52.214-34	Submission of Offers in the English Language	(APRIL 1991)
52.215-2	Audit and Records-Negotiation	(JUNE 1999)
52.216-24	Limitation of Government Liability	(APRIL 1984)
52.217-3	Evaluation of Options	(JULY 1990)
52.217-8	Option to Extend Services	(NOVEMBER 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 within 60 days.

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52.217-9 Option to Extend the Term of the Contract

(MARCH 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days 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 35 months.

52.222-3	Convict Labor	(JUNE 2003)
52.223-13	Certification of Toxic Chemical Release Reporting	(AUGUST 2003)
52.223-14	Toxic Chemical Release Reporting	(AUGUST 2003)
52.223-15	Energy Efficiency in Energy Consuming Products	(DECEMBER 2007)
52.225-13	Restrictions on Certain Foreign Purchases	(JUNE 2008)
52.227-14	Rights in Data – General.	(DECEMBER 2007)
52.232-33	Payment By Electronic Funds Transfer—Central Contractor Registration	(OCTOBER 2003)
52.233-2	Service of Protest	(SEPTEMBER 2006)
52.233-3	Protest after Award	(AUGUST 1996)
52.233-4	Applicable Law for Breach of Contract Claim	(OCTOBER 2004)
52.237-2	Protection of Government Buildings, Equipment and Vegetation	(APRIL 1984)
52.239-1	Privacy or Security Safeguards	(AUGUST 1996)
52.243-3	Changes-Time-and-Materials or Labor-Hours	(SEPTEMBER 2000)
52.246-6	Inspection Time-and Material and Labor-Hour	(MAY 2001)
52.249-14	Excusable Delays	(APRIL 1984)

**HSAR CLAUSES:**

CLAUSE NUMBER	CLAUSE TITLE	CLAUSE DATE
3052.204-70	Security Requirements for Unclassified Information, Technology Resources	(JUNE 2006)
3052.204-71	Contractor Employee Access, Alternate I	(JUNE 2006)

a) *Sensitive Information*, as used in this Chapter, means any information, the loss, misuse, disclosure, or unauthorized access to or modification of which could adversely affect the national or homeland security interest, or the conduct of Federal programs, or the privacy to which individuals are entitled under section 552a of title 5, United States Code (the Privacy Act), but which has not been specifically authorized under criteria established by an Executive Order or an Act of Congress to be kept secret in the interest of national

defense, homeland security or foreign policy. This definition includes the following categories of information:

- (1) Protected Critical Infrastructure Information (PCII) as set out in the Critical Infrastructure Information Act of 2002 (Title II, Subtitle B, of the Homeland Security Act, Public Law 107-296, 196 Stat. 2135), as amended, the implementing regulations thereto (Title 6, Code of Federal Regulations, Part 29) as amended, the applicable PCII Procedures Manual, as amended, and any supplementary guidance officially communicated by an authorized official of the Department of Homeland Security (including the PCII Program Manager or his/her designee);
  - (2) Sensitive Security Information (SSI), as defined in Title 49, Code of Federal Regulations, Part 1520, as amended, "Policies and Procedures of Safeguarding and Control of SSI," as amended, and any supplementary guidance officially communicated by an authorized official of the Department of Homeland Security (including the Assistant Secretary for the Transportation Security Administration or his/her designee);
  - (3) Information designated as "For Official Use Only," which is unclassified information of a sensitive nature and the unauthorized disclosure of which could adversely impact a person's privacy or welfare, the conduct of Federal programs, or other programs or operations essential to the national or homeland security interest; and
  - (4) Any information that is designated "sensitive" or subject to other controls, safeguards or protections in accordance with subsequently adopted homeland security information handling procedures.
- (b) "Information Technology Resources" include, but are not limited to, computer equipment, networking equipment, telecommunications equipment, cabling, network drives, computer drives, network software, computer software, software programs, intranet sites, and internet sites.
- (c) Contractor employees working on this contract must complete such forms as may be necessary for security or other reasons, including the conduct of background investigations to determine suitability. Completed forms shall be submitted as directed by the Contracting Officer. Upon the Contracting Officer's request, the Contractor's employees shall be fingerprinted, or subject to other investigations as required. All contractor employees requiring recurring access to Government facilities or access to sensitive information or IT resources are required to have a favorably adjudicated background investigation prior to commencing work on this contract unless this requirement is waived under Departmental procedures.
- (d) The Contracting Officer may require the contractor to prohibit individuals from working on the contract if the government deems their initial or continued employment contrary to the public interest for any reason, including, but not limited to, carelessness, insubordination, incompetence, or security concerns.
- (e) Work under this contract may involve access to sensitive information. Therefore, the Contractor shall not disclose, orally or in writing, any sensitive information to any person unless authorized in writing by the Contracting Officer. For those contractor employees authorized access to sensitive information, the contractor shall ensure that these persons receive training concerning the protection and disclosure of sensitive information both during and after contract performance.

CLAUSES

(f) The Contractor shall include the substance of this clause in all subcontracts at any tier where the subcontractor may have access to Government facilities, sensitive information, or resources.

(End of clause)

3052.209-70 Prohibition on Contracts with Corporate Expatriates

(JUNE 2006)

a) Prohibitions. Section 835 of the Homeland Security Act, 6 U.S.C. 395, prohibits the Department of Homeland Security from entering into any contract with a foreign incorporated entity which is treated as an inverted domestic corporation as defined in this clause, or with any subsidiary of such an entity. The Secretary shall waive the prohibition with respect to any specific contract if the Secretary determines that the waiver is required in the interest of national security.

(b) Definitions. As used in this clause:

*Expanded Affiliated Group* means an affiliated group as defined in section 1504(a) of the Internal Revenue Code of 1986 (without regard to section 1504(b) of such Code), except that section 1504 of such Code shall be applied by substituting 'more than 50 percent' for 'at least 80 percent' each place it appears.

*Foreign Incorporated Entity* means any entity which is, or but for subsection (b) of section 835 of the Homeland Security Act, 6 U.S.C. 395, would be, treated as a foreign corporation for purposes of the Internal Revenue Code of 1986.

*Inverted Domestic Corporation.* A foreign incorporated entity shall be treated as an inverted domestic corporation if, pursuant to a plan (or a series of related transactions)—

(1) The entity completes the direct or indirect acquisition of substantially all of the properties held directly or indirectly by a domestic corporation or substantially all of the properties constituting a trade or business of a domestic partnership;

(2) After the acquisition at least 80 percent of the stock (by vote or value) of the entity is held—

(i) In the case of an acquisition with respect to a domestic corporation, by former shareholders of the domestic corporation by reason of holding stock in the domestic corporation; or

(ii) In the case of an acquisition with respect to a domestic partnership, by former partners of the domestic partnership by reason of holding a capital or profits interest in the domestic partnership; and

(3) The expanded affiliated group which after the acquisition includes the entity does not have substantial business activities in the foreign country in which or under the law of which the entity is created or organized when compared to the total business activities of such expanded affiliated group.

*Person, domestic, and foreign* have the meanings given such terms by paragraphs

(1), (4), and (5) of section 7701(a) of the Internal Revenue Code of 1986, respectively.

(c) **Special rules.** The following definitions and special rules shall apply when determining whether a foreign incorporated entity should be treated as an inverted domestic corporation.

(1) *Certain Stock Disregarded.* For the purpose of treating a foreign incorporated entity as an inverted domestic corporation these shall not be taken into account in determining ownership:

(i) Stock held by members of the expanded affiliated group which includes the foreign incorporated entity; or

(ii) stock of such entity which is sold in a public offering related to the acquisition described in subsection (b)(1) of Section 835 of the Homeland Security Act, 6 U.S.C. 395(b)(1).

(2) *Plan Deemed In Certain Cases.* If a foreign incorporated entity acquires directly or indirectly substantially all of the properties of a domestic corporation or partnership during the 4-year period beginning on the date which is 2 years before the ownership requirements of subsection (b)(2) are met, such actions shall be treated as pursuant to a plan.

(3) *Certain Transfers Disregarded.* The transfer of properties or liabilities (including by contribution or distribution) shall be disregarded if such transfers are part of a plan a principal purpose of which is to avoid the purposes of this section.

(d) *Special Rule for Related Partnerships.* For purposes of applying section 835(b) of the Homeland Security Act, 6 U.S.C. 395(b) to the acquisition of a domestic partnership, except as provided in regulations, all domestic partnerships which are under common control (within the meaning of section 482 of the Internal Revenue Code of 1986) shall be treated as a partnership.

(e) **Treatment of Certain Rights.**

(1) Certain rights shall be treated as stocks to the extent necessary to reflect the present value of all equitable interests incident to the transaction, as follows:

(i) warrants;

(ii) options;

(iii) contracts to acquire stock;

(iv) convertible debt instruments; and

(v) others similar interests.

(2) Rights labeled as stocks shall not be treated as stocks whenever it is deemed appropriate to do so to reflect the present value of the transaction or to disregard transactions whose recognition would defeat the purpose of Section 835.

(f) *Disclosure.* The offeror under this solicitation represents that [Check one]:

it is not a foreign incorporated entity that should be treated as an inverted domestic corporation pursuant to the criteria of (HSAR) 48 CFR 3009.104-70 through 3009.104-73;

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\_\_\_ it is a foreign incorporated entity that should be treated as an inverted domestic corporation pursuant to the criteria of (HSAR) 48 CFR 3009.104-70 through 3009.104-73, but it has submitted a request for waiver pursuant to 3009.104-74, which has not been denied; or

\_\_\_ it is a foreign incorporated entity that should be treated as an inverted domestic corporation pursuant to the criteria of (HSAR) 48 CFR 3009.104-70 through 3009.104-73, but it plans to submit a request for waiver pursuant to 3009.104-74.

(g) A copy of the approved waiver, if a waiver has already been granted, or the waiver request, if a waiver has been applied for, shall be attached to the bid or proposal.

(End of provision)

3052.215-70 Key Personnel or Facilities

(DECEMBER 2003)

(a) The personnel or facilities specified below are considered essential to the work being performed under this contract and may, with the consent of the contracting parties, be changed from time to time during the course of the contract by adding or deleting personnel or facilities, as appropriate.

(b) Before removing or replacing any of the specified individuals or facilities, the Contractor shall notify the Contracting Officer, in writing, before the change becomes effective. The Contractor shall submit sufficient information to support the proposed action and to enable the Contracting Officer to evaluate the potential impact of the change on this contract. The Contractor shall not remove or replace personnel or facilities until the Contracting Officer approves the change.

The Key Personnel or Facilities under this Contract:

- 1. Project Manager
- 2. Senior Subject Matter Expert
- 3. Shift Supervisor

3052.242-71 Dissemination of Contract Information

(DECEMBER 2003)

3052.242-72 Contracting Officers Technical Representative

(DECEMBER 2003)

3052.245-70 Government Property Reports

(JUNE 2006)

Contractors, please use these procedures when you submit an invoice for all acquisitions emanating from ICE/OAQ.

1. In accordance with Section G, Contract Administration Data, invoices shall now be submitted via one of the following three methods:

a. By mail:

DHS/ICE

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Burlington Finance Center  
P.O. Box 1620  
Attn: CIO  
Williston, VT 05495-1620

b. By facsimile (fax) at: 802-288-7658 (include a cover sheet with point of contact & # of pages)

c. By e-mail at: Invoice.Consolidation@dhs.gov

Invoices submitted by other than these three methods will be returned. Contractor Taxpayer Identification Number (TIN) must be registered in the Central Contractor Registration (<http://www.ccr.gov>) prior to award and shall be notated on every invoice submitted to ICE/OAQ to ensure prompt payment provisions are met. The ICE program office identified in the delivery order/contract shall also be notated on every invoice.

2. In accordance with Section I, Contract Clauses, FAR 52.212-4 (g)(1), Contract Terms and Conditions, Commercial Items, or FAR 52.232-25 (a)(3), Prompt Payment, as applicable, the information required with each invoice submission is as follows:

An invoice must include:

- (i) Name and address of the Contractor;
- (ii) Invoice date and number;
- (iii) Contract number, contract line item number and, if applicable, the order number;
- (iv) Description, quantity, unit of measure, unit price and extended price of the items delivered;
- (v) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;
- (vi) Terms of any discount for prompt payment offered;
- (vii) Name and address of official to whom payment is to be sent;
- (viii) Name, title, and phone number of person to notify in event of defective invoice; and
- (ix) Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice only if required elsewhere in this contract. (See paragraph 1 above.)
- (x) Electronic funds transfer (EFT) banking information.
  - (A) The Contractor shall include EFT banking information on the invoice only if required elsewhere in this contract.
  - (B) If EFT banking information is not required to be on the invoice, in order for the invoice to be a proper invoice, the Contractor shall have submitted correct EFT banking information in accordance with the applicable solicitation provision, contract clause (e.g., 52.232-33, Payment by Electronic Funds Transfer; Central Contractor Registration, or 52.232-34, Payment by Electronic Funds Transfer; Other Than Central Contractor Registration), or applicable agency procedures.
  - (C) EFT banking information is not required if the Government waived the requirement to pay by EFT.

Invoices without the above information may be returned for resubmission.

3. All other terms and conditions remain the same.

HSCETC-08-F-00037  
CLAUSES

Receiving Officer/COTR: Each Program Office is responsible for acceptance and receipt of goods and/or services. Upon receipt of goods/services, complete the applicable FFMS reports or DFC will not process the payment.

Advance payments are not authorized. Contractor shall submit invoice monthly or quarterly in arrears.



**U.S. Department of Homeland Security (DHS)  
Immigration and Customs Enforcement (ICE)**

**Office of the Chief Information Officer (OCIO)**

**Information Assurance Division (IAD)**

*Statement of Work*

Version 1

*Security Operations Center (SOC) and Computer Security Incident Response  
Center (CSIRC) Support Services*

Office of the Chief Information Officer  
801 I Street, N.W.  
Washington, D.C. 20536

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## **1.0 PROJECT TITLE**

Security Operations Center (SOC) and Computer Security Incident Response Center (CSIRC) Support Services.

## **2.0 BACKGROUND**

The United States Immigration and Customs Enforcement (ICE), Office of the Chief Information Officer (OCIO), Information Assurance Division (IAD) (formerly Office of the Information System Security Manager) was established in 2004 to coordinate the development and implementation of computer and network security policies, products, and services across Immigration and Customs Enforcement (ICE).

IAD provides security operations and incident response services via the SOC and CSIRC for approximately 30,000 devices running on the ICE Network. The SOC provides data communications monitoring in concert with the Department of Homeland Security (DHS) ONEnet steward, to ensure end-to-end diagnostic support. The SOC manages the day-to-day operational activities from a security perspective. The ICE SOC coordinates with the DHS SOC to which it is subordinate. The CSIRC provides ICE with IT Security intelligence and planning capabilities. The CSIRC uses tools to analyze data and reports to determine ICE's vulnerability to network and desktop-based attacks and recommends actions to prevent, repair or mitigate these vulnerabilities. The ICE CSIRC coordinates with the ICE SOC, DHS CSIRC and other DHS Organizational Elements; maintains nationwide/worldwide contact about security problems and solutions and relays that information to the ICE SOC.

This requirement is for the implementation of enhanced security operations and incident response capabilities for ICE-wide and worldwide.

The Contractor shall provide direct support using Government furnished tools and resources. Contractor is expected to provide their best practice solutions and continuous process improvement strategies as part of their solution. The Government will provide federal staff to oversee the daily operations for tasks associated with this contract.

## **3.0 SCOPE OF WORK**

The objective of the proposed task order is to provide the technical personnel sufficient to support the Office of Immigration and Customs Enforcement's (ICE) Information Assurance Division (IAD). The Contractor shall be responsible for monitoring, detecting, scanning, recording, auditing, analyzing, investigating, reporting, remediation, coordinating, and tracking security-related activities for ICE LAN's and Non-Steward Extranets. The Contractor shall utilize ICE provided sensors, systems, and tools to continually monitor all ICE LAN's and Non-Steward Extranets for signs of intrusion, compromise, misuse, and compliance, and scan the approximately 30,000 devices for network and system vulnerabilities.

The Contractor shall be responsible for monitoring, tuning, reviewing and maintaining policy for the following devices: IBM ISS Intrusion Detection System; Blue Coat proxies; CISCO PIX and Checkpoint firewalls; Tenable Security Center (vulnerability scanning); McAfee antivirus; and EnCase Enterprise Forensics System. The Contractor shall a Project Manager and Shift Supervisors that will disseminate policy, prepare and distribute schedules, monitor Contractor activities, advise Government personnel of the status of projects, and prepare deliverables. The Government will approve the Contractor's proposed key staff. The Contractor shall closely monitor tasks and provide notification of any deviation from budget, schedule, or resources. The Contractor shall be responsible for the delivery and coordination of all deliverables defined in Section 7.0 of this SOW.

#### **4.0 REFERENCES**

- Privacy Act of 1974
- DHS Management Directive (MD) 4300, *IT Systems Security Publication*
- DHS Management Directives Volume 11000 – Security
- DHS Technical Reference Model
- National Institute of Standards and Technology (NIST) Computer Security Resource Center (CSRC)
  - Standards
  - Guidelines
  - Special Publications
- DHS 4300A *Sensitive Systems Handbook*, Version 5.5, September 30, 2007
- DHS 4300B *National Security Systems Handbook*, Version 4.3, September 30, 2007
- DHS Management Directive (MD) 4010.2 (DRAFT), *Section 508 Program Management Office & Electronic and Information Technology Accessibility*
- Section 508 1194.2, Section 508 of the Rehabilitation Act (29 U.S.C. 794d), as amended by the Workforce Investment Act of 1998 (P.L. 105-220)

#### **5.0 SPECIFIC TASKS**

##### **5.1 Transition Support**

The Contractor shall create a transition support plan to ensure that IAD does not have any significant degradation in its security oversight and compliance supporting services. This plan will be evaluated in the source selection process and incorporated into the contract.

The Contractor shall complete the transition of all technical activities. The Contractor shall complete the transition within 60 days of TO award. The activities included as part of the transition are as follows:

- Inventory and orderly transfer of all Government Furnished Equipment/Property (GFE/GFP), software and licenses;
- Transfer of documentation currently in process; and
- Coordinating the work with the current Contractor.

The Contractor's transition plan shall contain a milestone schedule of events. The transition plan shall transition work with no disruption in operational services. To ensure the necessary continuity of services and to maintain the current level of support, ICE will retain services of the incumbent Contractor for the transition period, if required.

The Contractor shall provide a transition plan including major milestones that shall, at a minimum, meet the following schedule for adding resources and transitioning support responsibilities:

Schedule	Percent of proposed resources hired, approved by ICE and supporting TO	Percent of task support responsibilities assumed
30 Days into Transition	25%	10%
45 Days into Transition	75%	50%
60 Days into Transition	100%	100%

At the completion of the period of performance of this TO, the Contractor shall fully support the transition of the IAD requirements to the successor. Activities include supporting all of the activities listed above by making available personnel and documentation required to facilitate a successful transition.

Upon completion of the period of performance, the CO will issue a modification to fund the transition period, if applicable.

## **5.2 Program Management Support**

### **5.2.1 Details**

The Contractor shall provide a draft project plan with resources and milestones. This plan will incorporate the transition from the existing incumbent to ensure the continuity of services. Within (45) forty-five days of award, the Contractor shall develop draft program plans: Strategic, Tactical and Business that support the development of documentation charting the course of the IAD Program. Within (90) ninety days the Contractor will deliver the final draft place holder for draft Quality Control Plan (QCP) with agreed upon grading metrics (content, timeliness, technical editing (adherence to ICE style guide)).

The Contractor shall provide a Program Manager who shall be responsible for the oversight of the SOC/CSIRC contract including the high-level program management support. The Program Manager's duties, at a minimum, shall include assuring that projects are managed according to best business practices (Project Management International standards). These project plans will include: base lined schedules, resources allocation tables, and work breakdown structures. The Program Manager is also responsible for ensuring that all activities are accomplished within the general scope of the task order, monitoring/ensuring adequate availability of the funds for authorized work, resolving management and programmatic issues, monitoring/ensuring performance within budget and schedule, monitoring appropriate approval procedures for the authorization of travel, and facilitating/maintaining effective interaction and coordination between ICE project leads and the Contractor project leads. Given the dynamic environment within ICE, the Program Manager shall closely monitor all work within the SOC/CSIRC contract support and provide advanced notification of any deviation from budget, schedule, or resources.

The Program Manager (or an authorized designee) shall provide weekly status reports to the Government Contracting Officer Technical Representative (COTR) that include individual project schedules with weekly progress tracking, status of ongoing activities, issues, recommendations for problem resolution, and upcoming projects/activities. Additionally, the Contractor will deliver weekly project/activity quad charts for ICE OCIO reporting.

The Program Manager/designee shall work with the Government COTR to ensure that any activities associated with the special projects are clearly identified, and tracked and invoiced separately.

The Program Manager/designee shall meet with the Government COTR on a weekly or ad hoc basis. All meetings shall have agendas if planned in advance. Meeting minutes will be provided for all formal meetings. The meeting minutes will capture the following information: subject, date, attendees, major decisions, areas of non-agreement, and any action items assigned during the meeting. A master action item list will be maintained by the Program Manager. The Program Manager will facilitate the coordination of meetings (IAD will identify meeting spaces and the Contractor will send out invitation and background information.) Crosscutting issues/risks identified in meetings will be promulgated to the appropriate IAD representative. The Contractor will maintain and populate a meeting minute's repository.

The Program Manager/designee shall monitor the performance of their personnel, identify any degraded quality of service, and propose corrective actions to the Government COTR up to and including employee termination. To ensure that the quality of product delivered under this contract maintains a high quality standard the Contractor will submit a Quality Assurance Plan (QAP) as part of their proposal. The QAP will detail the review process for: content, technical editing, and timeliness. This will be part of the monthly reporting.

By the 10<sup>th</sup> business day of the month, the Program Manager/designee shall submit a financial report of the previous month's completed travel expenses, labor costs, overtime, and any travel.

This Financial Report shall be cumulative for the contract period and include projected burn rates for the balance of the contract.

The Program Manager/designee shall provide management, coordination, and administrative support to ensure the smooth daily operation of contract resources; optimal utilization of resources and growth; and creating, maintaining and enforcing load, and delivery standards and functions. Specific functions include the following:

- Manage teams of subject matter experts;
- Prioritize requirements;
- Maintain a master schedule for all SOC/CSIRC projects and activities:
  - Baseline schedules that identify schedule slippage;
  - Resource mapping to projects and activities (contract personnel assigned);
  - Critical path identification for high-priority projects;
- Communicate progress to Government Task Managers;
- Manage scope and expectations; and
- Coordinate external and internal resources.

### **5.3 Security Operations Center/Computer Security Incident Response Center**

#### **5.3.1 Details**

The SOC/CSIRC task covers the following areas: monitoring, detecting, scanning, recording, auditing, analyzing, investigating, reporting, remediating, coordinating, and tracking (see Attachment 1).

#### **5.3.2 Services Required**

##### **5.3.2.1 Monitoring**

The Contractor shall utilize ICE provided sensors, systems, and tools to continually monitor all ICE LAN's and Non-Steward Extranets for signs of intrusion, compromise, misuse, and compliance. Contractor shall proactively monitor and track down anomalies, non-compliant systems, and other observed events that are detrimental to the overall security posture of ICE.

##### **5.3.2.2 Detecting**

The Contractor shall employ skilled analysts capable of detecting sophisticated and nuanced attacks, be able to discern and remove false positives, and make informed decisions on the information provided by ICE systems. The Contractor's analysts shall utilize their monitoring presence and learn to spot patterns within the ICE network and build a picture of what is normal.

### 5.3.2.3 Scanning

The Contractor shall create a plan to proactively scan the ICE network on a continuous basis. The plan must clearly outline the approach for annual scanning of approximately 30,000 devices for network and system vulnerabilities. The plan must also provide a structure to monitor the remediation status of the scan results. ICE expects the Contractor to evaluate the scan results for accuracy and risk. The Contractor shall provide the analyzed results to the various responsible parties within ICE for resolution. The Contractor shall act as the subject matter expert for the scan results and must consult with the remediation teams, if necessary, on various methods for resolution. The plan must include the creation of the following reporting deliverables:

#### 1. Scanning report to include:

- Data and time of scan;
- Network segment(s) scanned;
- Individual who performed/verified scan;
- Risk/threat level associated with scan; and
- Roll up of scan results:
  - Network map with scan coverage;
  - Network map with scanning results overlay; and
  - Pie chart that describes overall scan results.
- The Contractor shall detail progress towards this continuous control in weekly and monthly reports. These reports will include:
  - IP Address ranges scanned;
  - Numbers, categories and risks levels of vulnerabilities identified; and
  - Remediation efforts being tracked.

#### 2. Remediation report to include:

- Repeat findings;
  - How long this vulnerability has been tracked and not remediated;
  - Trending Information;
    - Threat Level;
    - Sensitivity level of network segment; i.e. eGOV site; and
    - How long the vulnerability has been identified but not corrected.

#### 3. Mitigation suggestions.



#### **5.3.2.4 Recording**

The Contractor shall provide expertise in recording, retaining, and archiving of security event logs from various security systems on ICE network (see **Devices Section 5.2**). All security event logs must be synchronized by a network NTP server for auditing, analysis and reporting. Logs should also be maintained in accordance with current DHS security policies to assist in event reconstruction and correlation. Security event logs should include the following data:

1. Source\Destination IP address;
2. Protocol\Port number;
3. Date & Time with time zone;
4. Event Name;
5. Event Priority\Level;
6. Payload or Flow Data (IDS); and
7. Session Duration.

#### **5.3.2.5 Auditing**

The Contractor shall conduct weekly audits on the configuration of security event monitoring devices. The Contractor shall create a detailed plan for verifying the continuous monitoring, detection and response of security events on ICE network. Weekly audits must include but not be limited to log reviews of successful and failed authentication attempts, file accesses, security policy changes, account changes (account creation, account deletion, and account privilege assignments), and use of privileges. ICE expects the Contractor to provide audit results in a weekly report for the devices listed in **Section 5.4**.

The Contractor shall detail progress towards remediation from the results of audit findings in weekly and monthly reports.

#### **5.3.2.6 Analyzing (Log Review)**

The Contractor shall act as a subject matter expert in daily log analysis for identifying security incidents, policy violations, and malicious code. The Contractor shall also perform correlation of NIDS logs with other records such as firewall\proxy logs, anti-virus, server audit trails as well as vulnerability information on ICE targets. The Contractor shall prioritize its resources for daily analysis of security logs to detect incidents on ICE network and assist in remediation.

The Contractor shall create the following trend reports which will be submitted to ICE on a weekly & monthly basis:

1. Security events prioritize by Threat Level;
2. Open & Close incidents;
3. Blacklist or suspicious source IP targeting ICE targets; and
4. Forbidden or suspicious protocols and ports active of ICE network.

### **5.3.2.7 Investigating**

The Contractor shall conduct investigations into computer related events including intrusions, anomalies, misuse, and compliance issues. Investigations will not require the legal framework involved in actual criminal proceedings, though the investigations could be handed off to legal authorities in the event criminal conduct is suspected. When the investigation is complete, the Contractor shall publish a standardized report. The report must detail all investigative activities, actions taken in response to the incident, and a detailed accounting of all equipment affected.

### **5.3.2.8 Reporting (Daily and Monthly Situation Reporting)**

The Contractor shall provide daily and monthly situation reporting. The daily reporting must cover each day's activities, the issues being tracked, and the status of each issue. The monthly report must contain the following items:

1. Duty Roster;
2. Summary of critical or urgent security issues being tracked;
3. Status of each area of responsibility;
4. Summary of critical or urgent administrative issues being tracked; and
5. List of any needs/actions from the government.

The Contractor shall create a shared portal. The portal will be an easy to navigate portal that clearly shows security status of ICE networks and provides a catalog of security events that can be displayed in daily, weekly, and monthly views. Portal will also provide ICE with information on security event current status, details of event, and information relevant to incidents. The portal shall be the primary repository of security event information and will provide the SOC with a collaboration capability, watch log, watch supervisor turnover log, and other tools that assist the SOC with maintaining a superior security picture of the ICE network.

### **5.3.2.9 Remediating**

The CSIRC Contractor/team shall work with other ICE branches to oversee the remediation of identified security issues within the ICE network. ICE expects the Contractor to oversee the resolution of security issues by reporting out how ICE implements its 3 primary methods of remediation: installation of a software patch, changes of a configuration setting, and the removal of the affected ICE asset. Contractor shall assist where required to provide a remediation plan that lists opened security issues with their steps and projected timelines for remediation. Remediation shall be tracked via the online portal mentioned in the previous section. Contractor personnel will be expected to work well with other personnel within ICE and maintain a professional demeanor.

### **5.3.2.10 Coordinating**

The Contractor shall coordinate with other DHS and US Government agencies daily. Coordination shall be two-way in nature and provide ICE and DHS Components with information regarding security incidents in the ICE network. Contractor shall also use information from other agencies to improve ICE security posture and quickly react to fast moving threats directed at USG networks.

### **5.3.2.11 Tracking**

The CSIRC Contractor/team shall track all security incidents at ICE and provide ICE leadership with status of the incidents when requested. Tracking shall be proactive and vigilant follow-up must occur until the incident is closed out.

## **5.4 Devices (Operate, Tuning, and Policy Review/Maintenance)**

The Contractor shall be responsible for operating, tuning, and policy/review maintenance for the following devices:

1. Intrusion Detection System (IDS)- The Contractor shall provide continuous monitoring of the ICE Internet Security Systems (ISS) SiteProtector IDS for signs of compromise, misuse, compliance, and general health within ICE networks. The Contractor must be skilled in all aspects of SiteProtector operations including Proventia sensor set-up and deployment, setup and deployment of ISS server sensors, crafting tailored sensor policies, tuning of sensor policies to reduce false positives, crafting of specialized TRONS signatures, tailoring of response events, reviewing and deploying of X-Press Updates (XPU's), Event Collector maintenance, and other day-to-day activities related to the SiteProtector system;
2. Proxies - Blue Coat/Firewalls – CISCO PIX, Symatec Netscreen and Checkpoint;
3. Vulnerability Scanning - Tenable Security Center;
4. McAfee's e-Policy Orchestrator;
5. Forensics (EnCase Enterprise) - The Contractor must be skilled in the operation of ICE's EnCase Enterprise Forensics system. Contractor will not be required to perform legal forensic investigations but will be expected to provide forensics support to investigations that involve computer compromise, misuse, and compliance. Contractor must also be familiar with the operation of the EnCase Information Assurance Suite and provide ICE with assistance in system baselining, certification and accreditation, classified/sensitive spill cleanup, and incident response;
6. Security Engineering Support—Enterprise EnCase for Incident Response;

7. Altiris Endpoint Security; and

8. Records Management.

## **6.0 STAFFING**

### **6.1 Management and Workforce (Organization/Structure to Support 24/7)**

The Contractor shall propose staffing to provide continuous SOC/CSIRC services 24 hours daily, 365 days annually. The Contractor shall deploy processes, procedures, and automation to allow the best possible cost effective approach, including potential variations in workload. The Contractor is expected to:

- Provide a low-level Work Reporting Plan;
- Implement a full open SOC/CSIRC collaboration;
- Designate one (1) or two (2) senior-level person(s) who will be dedicated to event/sensor consolidation;
- Prepare an Investigation, Detection and Response Plan that describes the process by which investigations will be conducted;
- Implement DHS Reporting Requirement – High-level;
- Prepare a Training Plan for new employees.

### **6.2 Continuous Training**

The Contractor shall refresh the technical skills of its staff at its own expense as the ICE architecture and technical reference model evolve. Training and associated travel costs shall not be directly charged to the Government unless specified in writing and approved by the COTR.

A training plan and employee retention strategy shall be provided to the Government. The training plan and employee retention strategy will include how the Contractor shall ensure that all contract personnel are knowledgeable and up to date on current federal policies, guidance, and technologies related to this contract support.

### **6.3 Key Personnel**

The Government has determined that the Project Manager, Senior Subject Matter Expert, and Shift Supervisor are key personnel for this Scope of Work. The Contractor may designate other positions as necessary as key to the work to be performed under this contract. The Project Manager shall possess the technical and leadership skills requirements set forth under the labor categories in the Contractor's GSA Schedule contract. In addition to those skills, it is desired that the Project Manager along with other key personnel possess the skills/qualifications identified in the following table:

**Qualifications for Key Personnel**

<b>Sr. SME</b>	<b>PM</b>
<ul style="list-style-type: none"> <li>• Shall have experience in security operations</li> <li>• Shall have experience in handling incident response</li> <li>• GCIA or GCIH</li> <li>• CISSP</li> <li>• CISM</li> </ul>	<ul style="list-style-type: none"> <li>• Shall have experience managing IT programs</li> <li>• PMP (preferred)</li> <li>• Security background (preferred)</li> </ul>
<b>Analysts</b>	<b>Shift Supervisor (not Sr. SME)</b>
<ul style="list-style-type: none"> <li>• Shall have experience analysts in preparing reports</li> <li>• Military experience in lieu of education (documentation is required)</li> </ul>	<ul style="list-style-type: none"> <li>• Shall have security experience</li> <li>• Certifications (preferred)</li> </ul>

**7.0 DELIVERABLES AND DELIVERY SCHEDULE**

**7.1 Deliverable Number 1: Daily Situation Report**

The Contractor shall provide daily situation reports. The daily reports will cover each day's activities, the issues being tracked, and status of each issue.

Frequency	Date of Submission	Copies	ICE Distribution
Daily	COB each day	2 (electronic)	Contracting Officer's Technical Representative

**7.2 Deliverable Number 2: Monthly Situation Report**

The Contractor shall provide monthly situation reports. The monthly reports will contain a duty roster (Contractor support personnel with their schedules, including travel, leave, and on-call), summary of critical or urgent security issues being tracked, status of each area of responsibility, summary of critical or urgent administrative issues being tracked, and a list of any needs from the government client.

Frequency	Date of Submission	Copies	ICE Distribution
Monthly	3rd business day	2	Contracting Officer's

	after the end of the previous month.	(electronic)	<u>Technical Representative</u> Contracting Officer
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### 7.3 Deliverable Number 3: Annual Scanning and Remediation Report

The Contractor shall provide an annual scanning and remediation report. The annual report must outline the approach for scanning devices for network and system vulnerabilities. The details of the scanning and remediation report are outlined in **Section 5.1.3**.

Frequency	Date of Submission	Copies	ICE Distribution
Annually	Annual renewal date of contract	2 (electronic)	<u>Contracting Officer's Technical Representative</u> Contracting Officer

### 7.4 Deliverable Number 4: Audit/Continuous Monitoring Plan

The Contractor shall create a detailed plan in verifying the continuous monitoring, detection, and response of security events for systems on the ICE Network.

Frequency	Date of Submission	Copies	ICE Distribution
As needed	TBD	2 (electronic)	<u>Contracting Officer's Technical Representative</u> Contracting Officer

### 7.5 Deliverable Number 5: Monthly and Weekly Trend Analysis Reports

The Contractor shall create the following Trend Analysis Reports: Security Events Prioritized by Threat Level; Open and Closed Incidents; Blacklist or Suspicious Source IPs Targeting ICE; and Forbidden or Suspicious Protocols and Ports Active on the ICE Network.

Frequency	Date of Submission	Copies	ICE Distribution
Weekly and Monthly	Weekly—COB (4:00pm, Friday) Monthly--3rd business day after the end of the	2 (electronic) of each report	<u>Contracting Officer's Technical Representative</u> Contracting Officer

	previous month.		
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### 7.6 Deliverable Number 6: Financial Reports

By the last business day of the month, the Contractor shall submit a financial report with estimates of the current month's completed labor costs, travel expenses, overtime, and any travel. This financial report shall include all costs incurred by the Contractor on behalf of the government, regardless of whether or not those costs have been invoiced by the Contractor, any Sub-Contractor, or vendor. Incurred cost reporting shall be estimated for the current month, and the current month's incurred cost shall be accumulated for both the contract period of performance as well as the current fiscal year. The Contractor shall also provide projected total incurred costs for the remainder of the contract period of performance, and fiscal year.

In addition, the Contractor shall provide any and all earned value, periodic reporting, and capital planning-related financial reports as mandated by the Office of Management and Budget (OMB), and the Department of Homeland Security (DHS).

Frequency	Date of Submission	Copies	ICE Distribution
Monthly	COB last business day of the month	2 (electronic)	Contracting Officer's Technical Representative <hr/> Contracting Officer

### 7.7 Deliverable Number 7: Ad Hoc Reports

The Contractor shall develop, provide, update, store, and distribute ad-hoc reports as requested by the Government.

Frequency	Date of Submission	Copies	ICE Distribution
As needed	As needed	2 (electronic)	Contracting Officer's Technical Representative <hr/> Contracting Officer

### 7.8 Deliverable Number 8: Quarterly GFP Inventory Listing

The Contractor shall provide the COTR a quarterly inventory listing of all GFP. The listing shall include but is not limited to identifying the task area, location and cost.

### **7.9 Deliverable Number 9: Cumulative End-of-Year Quarterly GFP Inventory Listing**

The Contractor shall provide the COTR an end of option year inventory listing of all GFP. The listing shall include but is not limited to identify the task area, location, and cost.

### **7.10 Deliverable Number 10: Monthly Travel Listing**

The Contractor shall provide the COTR a monthly travel listing of all travel for the month. This shall include but is not limited to the task area, work number, cost, and status.

### **7.11 Deliverable Number 11: Cumulative Option Year Travel Listing**

The Contractor shall provide the COTR a cumulative travel listing of all travel for the Option Year. This shall include but is not limited to the task area, work number, month, cost, and status.

### **7.12 Ad Hoc Deliverables**

All other Contract deliverables shall be delivered in accordance with instructions specified at the relevant sections of the SOW.

### **7.13 Security Plan**

The Contractor shall deliver a security plan to identify how they will protect ICE information and securely interface with the ICE network. The Draft Security Plan shall be delivered within forty-five (45) days of contract award. The Final Security Plan shall be delivered within ninety (90) days of contract award.

## **8.0 PROJECT PLAN AND SCHEDULE**

The Contractor shall develop a Project Plan, outlining resources, activities, and milestones necessary to accomplish work specified in the SOW. Technical activities in the schedule shall be at a level of detail sufficient for the Contractor to manage the task. The Contractor shall develop a new Project Plan schedule whenever a modification to the contract occurs. The Contractor shall provide the initial plan within thirty (30) days of award.

## **9.0 PROGRESS REPORTS, STATUS REPORTS & PROGRAM REVIEWS**

### **9.1 Progress Reports**

The Contractor shall prepare a monthly progress report. Initial reports are due to the COTR 30 days after award and every 30 days thereafter until the last month of performance; the final delivery will occur ten (10) days before the end of the final option period and will summarize



performance during the period of performance and provide the status of any planned transition activity. The monthly report shall contain the following:

- Description of work planned;
- Description of work accomplished;
- Analysis of the difference between planned and accomplished;
- Work planned for the following month; and
- Open issues.

## **9.2 Quarterly Status Report**

The Contractor shall prepare a quarterly status report for the CO and the COTR. Generally, these reports should include accomplishments, any deviations from planned activities, field related issues, other issues, and planned activities for the next period. The reports are for the CO and COTR, and may be delivered in hardcopy or via electronic (e-mail). Additionally, the CO and/or the COTR may request impromptu meetings to discuss status or issues.

## **9.3 Program Reviews**

The Contractor shall participate in quarterly Program Reviews with the COTR or designee to review selected projects. The purpose of this meeting is to ensure the state of production processing; and, that all application software efforts are coordinated, consistent, and not duplicative. Budgets, schedules and other program related issues shall also be addressed when required. The program review is intended to be an informal executive summary of these events, and should require only minimal presentation time.

## **9.4 Project Plan and Schedule Deliverables**

For all Project Plans and Schedules, the Contractor shall deliver two (2) electronic copy of each deliverable to the COTR and the Contracting Officer.

## **9.5 Financial Reporting**

The Contractor shall submit monthly reports to ICE's COTR that must be prepared in sufficient detail to support OMB A-11 reporting requirements at Exhibits 53 and 300. The initial report is due forty-five (45) calendar days after award and shall cover the first thirty days of performance. Subsequent reports will be provided monthly and shall cover the thirty (30) day period that began at the conclusion of the last reported period. The Contractor shall provide the required reports in accordance with the format provided by the COTR.

The Contractor shall prepare a monthly Excel workbook containing one sheet per task and a summary sheet.

The Contractor shall provide the following information on each sheet:

- Cost Ceiling, Proposal Burn rate, Proposal Cumulative, Funding Ceiling;
- Monthly Incurred, Cumulative Incurred;
- Monthly Outlook, Total Estimated Cost; and
- Monthly Invoiced, Cumulative Invoiced.

Monthly and summary data shall be provided for the above information. An imbedded chart shall also be included on the sheet with a primary axis containing the monthly incurred and the monthly outlook; and a secondary axis containing the remaining information.

### **9.6 Quality Control/Acceptance Reports**

The Contractor shall deliver Quality Control/Assurance Reports as follows: One (1) CD copy to the COTR with a letter of transmittal; and a letter of transmittal without attachment will be provided to the Contracting Officer.

### **10.0 PRODUCT ACCEPTANCE**

Initial deliverables shall be considered draft versions and will be reviewed and accepted or rejected by the Government within ten (10) business days. The documents shall be considered final upon receiving Government approval.

### **11.0 PROGRAM MANAGER AND CONTRACTOR PERSONNEL TRAVEL**

Travel within the continental U.S. may be required for coordination and data gathering. All travel required by the PM Manager or Contractor personnel shall be approved in advance by the Government Task Manager. Two (2) weeks advanced notice must be provided for any travel required for the Program Manager or Contractor personnel.

### **12.0 GOVERNMENT FURNISHED EQUIPMENT AND INFORMATION**

The Contractor shall keep an inventory of Government-furnished equipment (GFE), which shall be made available to the COTR upon request. The Government shall provide basic equipment, including desktops, to its staff in accordance with the contract. All information developed by the Contractor under this Task shall be the property of the Federal Government and provided to ICE upon request and at the end of the period of performance.

### **13.0 PLACE OF PERFORMANCE**

The place of performance for the base period two (2) months shall be at the Contractor's facilities. After the completion of the two (2) month base period, work performed by the contractor under this task order shall be performed primarily at the Government site at 500 12th St. S.W., 801 I Street, NW, 800 N. Capitol St. N.W., 950 L'Enfant Plaza, S.W., or 1900 Half St. S.W., Washington, DC.

ICE is in the process of a relocation and the exact location will be determined at the time of award. The Government will provide desks for contractor personnel while on-site.

The Contractor shall facilitate a C&A for their computer network and contract spaces (Also an ISA if required).

#### **14.0 HOURS OF OPERATION**

The Contractor shall ensure that all supporting personnel are available during ICE core hours (TBD) Normal operations must be carried on during an 8-hour period between the hours of 6:00 a.m. and 6:00 p.m., Monday through Friday. The Contractor shall provide support on an on-call basis after normal working hours. The Contractor must plan and have the capability to provide 24x7, 365 days a year critical security support to mitigate the risk of a Day Zero attack with minimal notice, not to exceed 2 hours.

#### **15.0 PERIOD OF PERFORMANCE AND TYPE OF CONTRACT**

The period of performance for this requirement is shown in the table below:

Base Period (Phase-In)	Upon Award	2 months:09/29/08-11/30/08
Option Period 1	If exercised, will begin at the end of the base period.	9 months:12/01/08-08/31/09
Option Period 2	If exercised, will begin at the end of Option Period 1.	12 months:09/01/09-08/31/10
Option Period 3	If exercised, will begin at the end of Option Period 2.	12 months:09/01/10-08/31/11

The Government contemplates the award of a Labor-Hour Contract for this requirement.

#### **16.0 TRAVEL**

Travel outside the local metropolitan Washington, DC area may be expected during performance of the resulting contract. All travel required by the Program Manager or Contractor personnel must be approved in advance by the Government Task Manager/COTR. The contractor must provide two weeks advance notice for any travel required and submit one (1) copy of the travel authorization form, (Attachment A). Travel and payment of per diem shall be in accordance with the Federal Travel Regulations (FTR).

Contractor personnel shall not be reimbursed for travel expenses for travel between their place of residence and their place of work.

## **17.0 ACCESSIBILITY REQUIREMENTS**

Section 508 of the Rehabilitation Act, as amended by the Workforce Investment Act of 1998 (P.L. 105-220) requires that when Federal agencies develop, procure, maintain, or use electronic and information technology, they must ensure that it is accessible to people with disabilities. Federal employees and members of the public who have disabilities must have equal access to and use of information and data that is comparable to that enjoyed by non-disabled Federal employees and members of the public.

All electronic and information technology (EIT) deliverables within this work statement shall comply with the applicable technical and functional performance criteria of Section 508 unless exempt. Specifically, the following applicable standards have been identified:

36 CFR 1194.21 – Software Applications and Operating Systems, applies to all EIT software applications and operating systems procured or developed under this work statement including but not limited to Government Off The Shelf (GOTS) and Commercial Off The Shelf (COTS) software. In addition, this standard is to be applied to Web-based applications when needed to fulfill the functional performance criteria. This standard also applies to some Web based applications as described within 36 CFR 1194.22.

36 CFR 1194.22 – Web-based Intranet and Internet Information and Applications, applies to all Web-based deliverables, including documentation and reports procured or developed under this work statement. When any Web application uses a dynamic (non-static) interface, embeds custom user control(s), embeds video or multimedia, uses proprietary or technical approaches such as, but not limited to, Flash or Asynchronous Javascript and XML (AJAX) then “1194.21 Software” standards also apply to fulfill functional performance criteria.

36 CFR 1194.23 – Telecommunications Products, applies to all telecommunications products including end-user interfaces such as telephones and non end-user interfaces such as switches, circuits, etc. that are procured, developed or used by the Federal Government.

36 CFR 1194.24 – Video and Multimedia Products, applies to all video and multimedia products that are procured or developed under this work statement. Any video or multimedia presentation shall also comply with the software standards (1194.21) when the presentation is through the use of a Web or Software application interface having user controls available. This standard applies to any training videos provided under this work statement.

36 CFR 1194.31 – Functional Performance Criteria, applies to all EIT deliverables regardless of delivery method. All EIT deliverable shall use technical standards, regardless of technology, to fulfill the functional performance criteria.

36 CFR 1194.41 – Information Documentation and Support, applies to all documents, reports, as well as help and support services. To ensure that documents and reports fulfill the required “1194.31 Functional Performance Criteria”, they shall comply with the technical standard

associated with Web-based Intranet and Internet Information and Applications at a minimum. In addition, any help or support provided in this work statement that offer telephone support, such as, but not limited to, a help desk shall have the ability to transmit and receive messages using TTY.

Exceptions for this work statement have been determined by DHS and only the exceptions described herein may be applied. Any request for additional exceptions shall be sent to the COTR and determination will be made in accordance with DHS MD 4010.2. DHS has identified the following exceptions that may apply:

36 CFR 1194.2(b) – (COTS/GOTS products), When procuring a product, each agency shall procure products which comply with the provisions in this part when such products are available in the commercial marketplace or when such products are developed in response to a Government solicitation. Agencies cannot claim a product as a whole is not commercially available because no product in the marketplace meets all the standards.

If products are commercially available that meets some but not all of the standards, the agency must procure the product that best meets the standards.

When applying this standard, all procurements of EIT shall have documentation of market research that identify a list of products or services that first meet the agency business needs, and from that list of products or services, an analysis that the selected product met more of the accessibility requirements than the non-selected products as required by FAR 39.2. Any selection of a product or service that meets less accessibility standards due to a significant difficulty or expense shall only be permitted under an undue burden claim and requires approval from the DHS Office on Accessible Systems and Technology in accordance with DHS MD 4010.2.

The Contractor shall perform and complete miscellaneous tasks, projects, or activities identified and assigned by the COTR or designee that are not specifically addressed by the above descriptions and line items but are associated with the Task Area functions duties and responsibilities.

36 CFR 1194.3(b) – Incidental to Contract, all EIT that is exclusively owned and used by the Contractor to fulfill this work statement does not require compliance with Section 508. This exception does not apply to any EIT deliverable, service or item that will be used by any Federal employee(s) or member(s) of the public. This exception only applies to those Contractors assigned to fulfill the obligations of this work statement and for the purposes of this requirement, are not considered members of the public.

## **18.0 SECURITY REQUIREMENTS**

### **18.1 General**

To ensure the security of the DHS/ICE information in their charge, ICE Contractors and sub-Contractors must adhere to the same computer security rules and regulations as government

employees unless an exception to policy is agreed to by the prime Contractors, ICE CISO and Contracting Officer and detailed in the contract. Non-DHS Federal employees or Contractors who fail to comply with DHS/ICE security policies are subject to having their access to DHS/ICE IT systems and facilities terminated, whether or not the failure results in criminal prosecution. The DHS Rules of Behavior document applies to DHS/ICE support Contractors and Sub-Contractors. This document must be executed prior to getting access to any ICE data. All email communications with ICE data must be sent and received on DHS.associates.gov accounts, or encrypted with 256 bit AES.

## **18.2 Security Policy References Clause**

The following primary DHS/ICE IT Security documents are applicable to Contractor/Sub-Contractor operations supporting Sensitive But Unclassified (SBU) based contracts. Additionally, ICE and its Contractors must conform to other DHS Management Directives (MD) (Note: these additional MD documents appear on DHS-Online in the Management Directives Section. Volume 11000 "Security and Volume 4000 "IT Systems" are of particular importance in the support of computer security practices)

- DHS 4300A, Sensitive Systems Policy Directive
- DHS 4300A, IT Security Sensitive Systems Handbook
- ICE Directive, IT Security Policy for SBU Systems
- Additionally, ICE Contractor and subcontractor personnel are subject to the following Homeland Security Acquisition Regulations (HSAR) clauses: 3052-204-70 and 3052-204-71. All DHS MD's and HSAR clauses are available on the DHS Intranet site "DHS Online".

### **Contractor Information Systems Security Officer (ISSO) Point of Contact Clause**

Contractor must appoint and submit name to ICE CISO for approval, via the ICE COTR, of a qualified individual to act as ISSO to interact with ICE personnel on any IT security matters.

### **Clause # 1. Protection of Sensitive Information**

The Contractor shall protect all DHS/ICE "sensitive information" to which the Contractor is granted physical or electronic access by adhering to the specific IT security requirements of this contract and the DHS/ICE security policies specified in the Reference Section above. Contractor shall ensure that their systems containing DHS/ICE information and data be protected from unauthorized access, modification and denial of service. Further, the data must be protected in order to ensure the privacy of individual's personal information.

### **Clause #2. Information Technology Security Program**

If performance of the contract requires that DHS/ICE data be stored or processed on contractor-owned information systems, the Contractor shall establish and maintain an IT Security Program.

This program shall be consistent with the referenced DHS/ICE IT security policy documents and at a minimum contain and address the following elements:

- Handling of DHS/ICE sensitive information and IT resources to include media protection, access control, auditing, network security, and rules of behavior
- Certification and Accreditation and FISMA compliance (C&A) of Systems containing, processing or transmitting of DHS/ICE data
- Training and Awareness for Contractor personnel
- Security Incident Reporting
- Contingency Planning
- Security Reviews
- Contract Closeout Actions

**Clause #2a. Handling of Sensitive Information and IT Resources**

The Contractor shall protect DHS/ICE sensitive information and all government provided and contractor-owned IT systems used to store or process DHS/ICE sensitive information. The Contractor shall adhere to the following requirements for handling sensitive information:

- **Media Protection.** The Contractor shall ensure that all hardcopy and electronic media (including backup and removable media) that contain DHS sensitive information are appropriately marked and secured when not in use. Any sensitive information stored on media to be surplus, transferred to another individual, or returned to the manufacturer shall be purged from the media before disposal. Disposal shall be performed using DHS/ICE approved sanitization methods. The Contractor shall establish and implement procedures to ensure sensitive information cannot be accessed or stolen. These procedures shall address the handling and protection of paper and electronic outputs from systems (computers, printers, faxes, copiers) and the transportation and mailing of sensitive media.)
- **Access Control.** The Contractor shall control user access to DHS/ICE sensitive information based on positive user identification, authentication and authorization (Roles and Rules based) mechanisms. Access control measures employed shall provide protection from unauthorized alteration, loss, unavailability, or disclosure of information. The Contractor shall ensure its personnel are granted the most restrictive set of access privileges needed for performance of authorized tasks. The Contractor shall divide and separate duties and responsibilities of critical IT functions to different individuals so that no individual has all necessary authority or systems access privileges needed to disrupt or corrupt a critical process.
- **Auditing.** The Contractor shall ensure that its contractor-owned IT systems used to store or process DHS/ICE sensitive information maintain an audit trail sufficient to reconstruct security relevant events. Audit trails shall include the identity of each person and device accessing or attempting to access the system, the time and date of

the access and the log-off time, activities that might modify, bypass, or negate security safeguards, and security-relevant actions associated with processing. The Contractor shall periodically review audit logs and ensure that audit trails are protected from modification, authorized access, or destruction and are retained and regularly backed up.

- **Network Security.** The Contractor shall monitor its networks for security events and employ intrusion detection systems capable of detecting inappropriate, incorrect, or malicious activity. Any interconnections between contractor-owned IT systems that process or store DHS/ICE sensitive information and IT systems not controlled by DHS/ICE shall be established through controlled interfaces and documented through formal Interconnection Security Agreements (ISA). The Contractor shall employ boundary protection devices to enforce access control between networks, including Internet and extranet access. The Contractor shall ensure its email systems are secure, properly configured, and that network protection mechanisms implemented in accordance with DHS/ICE requirements. The Contractor shall conduct periodic vulnerability assessments and tests on its IT systems containing DHS/ICE sensitive information to identify security vulnerabilities. The results, of this information, will be provided to the ICE OCIO for review and to coordinate remediation plans and actions.
- DHS employees and Contractors shall not transmit sensitive DHS/ICE information to any personal e-mail account that is not authorized to receive it.
- **Rules of Behavior.** The Contractor shall develop and enforce Rules of Behavior for contractor-owned IT systems that process or store DHS/ICE sensitive information. These Rules of Behavior must meet or exceed the DHS/ICE rules of behavior.
- The Contractor shall adhere to the policy and guidance contained in the DHS/ICE reference documents.

#### **Clause #2b. Training and Awareness**

- The Contractor shall ensure that all Contractor personnel (including Sub-Contractor personnel) who are involved in the management, use, or operation of any IT systems that handle DHS/ICE sensitive information, receive annual training in security awareness, accepted security practices, and system rules of behavior. If the Contractor does not use the Ice provided Awareness training, then they must submit to the ICE CISO their awareness training for approval. Should Contractor Training be approved for use, the Contractor will provide proof of training completed to the ICE CISO when requested.
- The Contractor shall ensure that all Contractor personnel, including Sub-Contractor personnel, with IT security responsibilities receive specialized DHS/ICE annual training tailored to their specific security responsibilities. If the Contractor does not use the Ice provided special training, then they must submit to the ICE CISO their



awareness training for approval. Should Contractor training be approved for use, the Contractor will provide proof of training completed to the ICE CISO when requested.

- Any Contractor personnel who are appointed as ISSO, Assistant ISSOs, or other position with IT security responsibilities, i.e., System/LAN Database administrators, system analyst and programmers may be required to attend and participate in the DHS Annual Security Conference.

#### **Clause #2d. Certification and Accreditation (C&A) and FISMA Compliance**

The Contractor shall ensure that any contractor-owned systems that process, store, transmit or access DHS/ICE information shall comply with the DHS/ICE C&A and FISMA requirements.

Any work on developing, maintaining or modifying DHS/ICE systems must be done to ensure that DHS/ICE systems are in compliance with the C&A and FISMA requirements. The Contractor must ensure that the necessary C&A and FISMA compliance requirements are being effectively met prior to the System or application's release into Production (this also includes pilots).

The Contractor shall use the DHS provided tools for C&A and FISMA compliance and reporting requirements.

#### **Clause #2e. Security Incident Reporting**

The Contractor shall establish and maintain a computer incident response capability that reports all incidents to the ICE Computer Security Incident Response Center (CSIRC) in accordance with the guidance and procedures contained in the referenced documents.

#### **Clause #2f. Contingency Planning**

If performance of the contract requires that DHS/ICE data be stored or processed on contractor-owned information systems, the Contractor shall develop and maintain contingency plans to be implemented in the event normal operations are disrupted. All Contractor personnel involved with contingency planning efforts shall be identified and trained in the procedures and logistics needed to implement these plans. The Contractor shall conduct periodic tests to evaluate the effectiveness of these contingency plans. The plans shall at a minimum address emergency response, backup operations, and post-disaster recovery.

#### **Clause #2g. Security Review and Reporting**

- The Contractor shall include security as an integral element in the management of this contract. The Contractor shall conduct reviews and report the status of the implementation and enforcement of the security requirements contained in this contract and identified references.
- The Government may elect to conduct periodic reviews to ensure that the security requirements contained in this contract are being implemented and enforced. The Contractor shall afford DHS/ICE, including the Office of Inspector General, ICE ISSM,

and other government oversight organizations, access to the Contractor's and Sub-Contractors' facilities, installations, operations, documentation, databases, and personnel used in the performance of this contract. Access shall be provided to the extent necessary for the government to carry out a program of inspection, investigation, and audit to safeguard against threats and hazards to the integrity, availability, and confidentiality of DHS/ICE data or the function of computer systems operated on behalf of DHS/ICE, and to preserve evidence of computer crime.

**Clause #2h. Use of Government Equipment**

Contractors are not authorized to use government office equipment of IT systems/computers for personal use under any circumstances, unless limited personal use is specifically permitted by the contract. When so authorized, Contractors shall be governed by the limited personal use policies in the referenced documents.

**Clause #2i. Contract Closeout**

At the expiration of this contract, the Contractor shall return all sensitive DHS/ICE information and IT resources provided during the life of this contract. The Contractor shall certify that all DHS/ICE information has been purged from any contractor-owned system used to store or process DHS/ICE information. Electronic media must be sanitized (overwritten or degaussed) in accordance with the sanitation guidance and procedures contained in reference documents and with DHS/NIST/NSA approved hardware and software.

**Clause # 3. Personnel Security**

- DHS/ICE does not permit the use of non U.S. Citizens in the performance of this contract or to access DHS/ICE systems or information.
- All Contractor personnel (including Sub-Contractor personnel) must have favorably adjudicated background investigations commensurate with the sensitivity level of the position held before being granted access to DHS/ICE sensitive information.
- The Contractor shall ensure all Contractor personnel are properly submitted for appropriate clearances.
- The Contractor shall ensure appropriate controls have been implemented to prevent Contractor personnel from obtaining access to DHS/ICE sensitive information before a favorably adjudicated background investigation has been completed and appropriate clearances have been issued. At the option of the government, interim access may be granted pending completion of a pre-employment check. Final access may be granted only upon favorable completion of an appropriate background investigation based on the risk level assigned to this contract by the Contracting Officer.
- The Contractor shall ensure its personnel have a validated need to access DHS/ICE sensitive information and are granted the most restrictive set of access privileges needed for performance of authorized tasks.

- The Contractor shall ensure that its personnel comply with applicable Rules of Behavior for all DHS/ICE and contractor-owned IT systems to which its personnel have been granted access privileges.
- The Contractor shall implement procedures to ensure that system access privileges are revoked for Contractor personnel whose employment is terminated or who are reassigned to other duties and no longer require access to DHS/ICE sensitive information.
- The Contractor shall conduct exit interviews to ensure that Contractor personnel who no longer require access to DHS/ICE sensitive information understand their obligation not to discuss or disclose DHS/ICE sensitive information to which they were granted access under this contract.

#### **Clause #4. Physical Security**

The Contractor shall ensure that access to Contractor buildings, rooms, work areas and spaces, and structures that house DHS/ICE sensitive information or IT systems through which DHS/ICE sensitive information can be accessed, is limited to authorized personnel. The Contractor shall ensure that controls are implemented to deter, detect, monitor, restrict, and regulate access to controlled areas at all times. Controls shall be sufficient to safeguard IT assets and DHS/ICE sensitive information against loss, theft, destruction, accidental damage, hazardous conditions, fire, malicious actions, and natural disasters. Physical security controls shall be implemented in accordance with the policy and guidance contained in the referenced documents.

The Department of Homeland Security (DHS) has determined that performance of the task as described in the resulting contract requires that the Contractor, subcontractor(s), vendor(s), etc. (herein known as Contractor) access classified National Security Information (herein known as classified information). Classified information is Government information which requires protection in accordance with Executive Order 12958, Classified National Security Information, and supplementing directives.

#### 52.204-2 Security Clause Requirements.

This clause applies to the extent that this contract involves access to information classified

Sensitive Compartmented Information (SCI). The Contractor shall comply with—

(1) The Security Agreement (DD Form 441), including the *National Industrial Security Program Operating Manual* (DOD 5220.22-M); and

(2) Any revisions to that manual, notice of which has been furnished to the Contractor.

(a) If, subsequent to the date of this contract, the security classification or security requirements

under this contract are changed by the Government and if the changes cause an increase or

decrease in security costs or otherwise affect any other term or condition of this contract, the contract shall be subject to an equitable adjustment as if the changes were directed under the Changes clause of this contract.

(b) The Contractor agrees to insert terms that conform substantially to the language of this clause, including this paragraph (d) but excluding any reference to the Changes clause of this contract, in all subcontracts under this contract that involve access to classified information.

The Contractor will abide by the requirements set forth in the DD Form 254, Contract Security Classification Specification, included in the contract, and the National Industrial Security Program Operating Manual (NISPOM) for the protection of classified information at its cleared facility, if applicable, as directed by the Defense Security Service. If the Contractor has access to classified information at a DHS or other Government Facility, it will abide by the requirements set by the agency.

DHS shall have and exercise full control over granting, denying, withholding or terminating unescorted government facility and/or sensitive Government information access for Contractor employees, based upon the results of a background investigation. DHS may, as it deems appropriate, authorize and make a favorable entry on duty (EOD) decision based on preliminary security checks. The favorable EOD decision would allow the employees to commence work temporarily prior to the completion of the full investigation. The granting of a favorable EOD decision shall not be considered as assurance that a full employment suitability authorization will follow as a result thereof. The granting of a favorable EOD decision or a full employment suitability determination shall in no way prevent, preclude, or bar the withdrawal or termination of any such access by DHS, at any time during the term of the contract. No employee of the Contractor shall be allowed to EOD and/or access sensitive information or systems without a favorable EOD decision or suitability determination by the Office of Professional Responsibility, Personnel Security Unit (OPR-PSU). No employee of the Contractor shall be allowed unescorted access to a Government facility without a favorable EOD decision or suitability determination by the OPR-PSU. Contract employees assigned to the contract not needing access to sensitive DHS information or recurring access to DHS ' facilities will not be subject to security suitability screening.

Contract employees (to include applicants, temporaries, part-time and replacement employees) under the contract, needing access to sensitive information, shall undergo a position sensitivity analysis based on the duties each individual will perform on the contract.

The results of the position sensitivity analysis shall identify the appropriate background investigation to be conducted. Background investigations will be processed through the OPR-PSU. Prospective Contractor employees with adequate security clearances issued by the Defense Industrial Security Clearance Office (DISCO) may not be required to submit complete security packages, as the clearance issued by DISCO may be accepted. Prospective Contractor employees without adequate security clearances issued by DISCO shall submit the following

completed forms to the OPR-PSU through the COTR, no less than 35 days before the starting date of the contract or 35 days prior to the expected entry on duty of any employees, whether a replacement, addition, subcontractor employee, or vendor:

1. Standard Form 86, "Questionnaire for National Security Positions"  
Form will be submitted via e-Qip (electronic forms submission).
2. FD Form 258, "Fingerprint Card" **(2 copies)**
3. Foreign National Relatives or Associates Statement
4. DHS 11000-9, "Disclosure and Authorization Pertaining to Consumer Reports Pursuant to the Fair Credit Reporting Act"
5. Optional Form 306 Declaration for Federal Employment (applies to contractors as well)
6. Authorization for Release of Medical Information

Required forms will be provided by DHS at the time of award of the contract. Only complete packages will be accepted by the OPR-PSU. Specific instructions on submission of packages will be provided upon award of the contract.

Be advised that unless an applicant requiring access to sensitive information has resided in the US for three of the past five years, the Government may not be able to complete a satisfactory background investigation. In such cases, DHS retains the right to deem an applicant as ineligible due to insufficient background information.

The use of Non-U.S. citizens, including Lawful Permanent Residents (LPRs), is not permitted in the performance of this contract for any position that involves access to, development of, or maintenance to any DHS IT system.

- If a prospective employee is found to be ineligible for access to Government facilities or information, the COTR will advise the Contractor that the employee shall not continue to work or to be assigned to work under the contract.

The OPR-PSU may require drug screening for probable cause at any time and/ or when the contractor independently identifies, circumstances where probable cause exists.

The OPR-PSU may require reinvestigations when derogatory information is received and/or every 5 years.

DHS reserves the right and prerogative to deny and/ or restrict the facility and information access of any Contractor employee whose actions are in conflict with the standards of conduct, 5 CFR 2635 and 5 CFR 3801, or whom DHS determines to present a risk of compromising sensitive Government information to which he or she would have access under this contract.

The Contractor will report any adverse information coming to their attention concerning contract employees under the contract to the OPR-PSU through the COTR. Reports based on rumor or innuendo should not be made. The subsequent termination of employment of an employee does not obviate the requirement to submit this report. The report shall include the employees' name and social security number, along with the adverse information being reported.

The OPR-PSU must be notified of all terminations/ resignations within five days of occurrence. The Contractor will return any expired DHS issued identification cards and building passes, or those of terminated employees to the COTR. If an identification card or building pass is not available to be returned, a report must be submitted to the COTR, referencing the pass or card number, name of individual to whom issued, the last known location and disposition of the pass or card. The COTR will return the identification cards and building passes to the responsible ID Unit.

The Contractor must agree that each employee working on this contract will have a Social Security Card issued and approved by the Social Security Administration. The Contractor shall be responsible to the Government for acts and omissions of his own employees and for any Subcontractor(s) and their employees.

Subject to existing law, regulations and/ or other provisions of this contract, illegal or undocumented aliens will not be employed by the Contractor, or with this contract. The Contractor will ensure that this provision is expressly incorporated into any and all Subcontracts or subordinate agreements issued in support of this contract.

The Contractor shall appoint a senior official to act as the Corporate Security Officer. The individual will interface with the OPR-PSU through the COTR on all security matters, to include physical, personnel, and protection of all Government information and data accessed by the Contractor.

The COTR and the OPR-PSU shall have the right to inspect the procedures, methods, and facilities utilized by the Contractor in complying with the security requirements under this contract.

Should the COTR determine that the Contractor is not complying with the security requirements of this contract, the Contractor will be informed in writing by the Contracting Officer of the proper action to be taken in order to effect compliance with such requirements.

The following computer security requirements apply to both Department of Homeland Security (DHS) operations and to the former Immigration and Naturalization Service operations (FINS). These entities are hereafter referred to as the Department.

When sensitive government information is processed on Department telecommunications and automated information systems, the Contractor agrees to provide for the administrative control of sensitive data being processed and to adhere to the procedures governing such data as outlined in *DHS IT Security Program Publication DHS MD 4300.Pub.*. Contractor personnel must have favorably adjudicated background investigations commensurate with the defined sensitivity level.

Contractors who fail to comply with Department security policy are subject to having their access to Department IT systems and facilities terminated, whether or not the failure results in criminal prosecution. Any person who improperly discloses sensitive information is subject to criminal and civil penalties and sanctions under a variety of laws (e.g., Privacy Act).

All contractor employees using Department automated systems or processing Department sensitive data will be required to receive Security Awareness Training. This training will be provided by the appropriate component agency of DHS.

Contractors who are involved with management, use, or operation of any IT systems that handle sensitive information within or under the supervision of the Department, shall receive periodic training at least annually in security awareness and accepted security practices and systems rules of behavior. Department contractors, with significant security responsibilities, shall receive specialized training specific to their security responsibilities annually. The level of training shall be commensurate with the individual's duties and responsibilities and is intended to promote a consistent understanding of the principles and concepts of telecommunications and IT systems security.

- All personnel who access Department information systems will be continually evaluated while performing these duties. Supervisors should be aware of any unusual or inappropriate behavior by personnel accessing systems. Any unauthorized access, sharing of passwords, or other questionable security procedures should be reported to the local Security Office or Information System Security Officer (ISSO).

## **19.0 SECURITY REQUIREMENTS FOR UNCLASSIFIED INFORMATION TECHNOLOGY RESOURCES**

(a) The Contractor shall be responsible for Information Technology (IT) security for all systems connected to a DHS network or operated by the Contractor for DHS, regardless of location. This clause applies to all or any part of the contract that includes information technology resources or services for which the Contractor must have physical or electronic access to sensitive information contained in DHS unclassified systems that directly support the agency's mission.

(b) The Contractor shall provide, implement, and maintain an IT Security Plan. This plan shall describe the processes and procedures that will be followed to ensure appropriate security of IT resources that are developed, processed, or used under this contract.

(1) Within 30 days after contract award, the contractor shall submit for approval its IT Security Plan, which shall be consistent with and further detail the approach contained in the offeror's proposal. The plan, as approved by the Contracting Officer, shall be incorporated into the contract as a compliance document.

(2) The Contractor's IT Security Plan shall comply with Federal laws that include, but are not limited to, the Computer Security Act of 1987 (40 U.S.C. 1441 et seq.); the Government Information Security Reform Act of 2000; and the Federal Information Security Management Act of 2002; and with Federal policies and procedures that include, but are not limited to, OMB Circular A-130.

(3) The security plan shall specifically include instructions regarding handling and protecting sensitive information at the Contractor's site (including any information stored, processed, or transmitted using the Contractor's computer systems), and the secure management, operation, maintenance, programming, and system administration of computer systems, networks, and telecommunications systems.

(c) Examples of tasks that require security provisions include--

(1) Acquisition, transmission or analysis of data owned by DHS with significant replacement cost should the contractor's copy be corrupted; and

(2) Access to DHS networks or computers at a level beyond that granted the general public (e.g., such as bypassing a firewall).

(d) At the expiration of the contract, the contractor shall return all sensitive DHS information and IT resources provided to the contractor during the contract, and certify that all non-public DHS information has been purged from any contractor-owned system. Components shall conduct reviews to ensure that the security requirements in the contract are implemented and enforced.

(e) Within 6 months after contract award, the contractor shall submit written proof of IT Security accreditation to DHS for approval by the DHS Contracting Officer. Accreditation will proceed according to the criteria of the DHS Sensitive System Policy Publication, 4300A (Version 5.5, September 30, 2007) or any replacement publication, which the Contracting Officer will provide upon request. This accreditation will include a final security plan, risk assessment, security test and evaluation, and disaster recovery plan/continuity of operations plan. This accreditation, when accepted by the Contracting Officer, shall be incorporated into the contract as a compliance document. The contractor shall comply with the approved accreditation documentation.

## **20.0 HOMELAND SECURITY ENTERPRISE ARCHITECTURE COMPLIANCE**

All solutions and services shall meet DHS Enterprise Architecture (EA) policies, standards, and procedures as it relates to this Statement of Work and associated Task Orders. Specifically, the Contractor shall comply with the following Homeland Security EA (HLS EA) requirements:

1. All developed solutions and requirements shall be compliant with the HLS EA.



2. All IT hardware or software shall be compliant with the HLS EA Technology Reference Model Standards and Products Profile.
3. All data assets, information exchanges and data standards, whether adopted or developed, shall be submitted to the DHS Enterprise Data Management Office for review and insertion into the DHS Data Reference Model.
4. In compliance with Office of Management and Budget (OMB) mandates, all network hardware shall be IPv6 compatible without modification, upgrade, or replacement.

**21.0 PERSONAL SERVICE**

ICE has determined the requirements as outlined in this SOW are in the best interest of the Government, economic and other factors considered, and is not being used to procure personal services prohibited by the Federal Acquisition Regulation (FAR) Part 37.104 entitled "Personal Services Contract."

**22.0 USE OF SUBCONTRACTORS**

The Contractor shall assemble staff required for this task. In assembling the staff required for this task, the Contractor shall consider corporate and personnel strengths of each Sub-Contractor. The Contractor shall work with the Sub-Contractors to select fully qualified personnel that provide best value to the Government.

All personnel must function as an integrated team and take direction from the lead Contractor. To ensure appropriate segregation of duties and to avoid a conflict of interest, the Contractor shall not employ the services of other Contractors who are currently working for other OCIO offices.

ICE Retains the right to require consent for any subcontractor. Specifically, due to inherent conflict of interest concerns, no subcontractor may be used that is performing IT related services for ICE.

**23.0 EXIT PROCEDURES**

The Contractor shall ensure that the COTR is notified within 2 business days when any employee or subcontractor no longer supports this contract. The Contractor shall ensure that the COTR is notified immediately if any employee or subcontractor is removed from this contract due to an adverse work action.

**24.0 GOVERNMENT POINTS OF CONTACT**

Points of contact for this SOW are:

Name	Title	Organization	Telephone Number	Email
TBD	Director,	ICE/OCIO/IAD		

	Information Assurance Division			
TBD	Director, Information Assurance Governance Branch	ICE/OCIO/IAD		
TBD	Director, Cybersecurity Defense Center	ICE/OCIO/IAD		
Maxine Edwards	Contracting Officer	ICE/OAQ	202	(b)(6)
Wendy Wallace	Contract Specialist	ICE/OAQ	202	(b)(6)
TBD	COTR	ICE/OCIO/IAD		

**25.0 TASKS AND RESPONSIBILITIES**

<p><b>IDS</b></p>	<ul style="list-style-type: none"> <li>• <b>Monitoring and Analysis of Events</b> <ul style="list-style-type: none"> <li>○ Identify &amp; report forbidden/dangerous protocols in use</li> <li>○ Prioritize IDS events</li> <li>○ Alert according to risk and severity</li> <li>○ Identify and report suspected malicious activity and suspicious network behavior</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>• <b>Setting and Implementing Policies &amp; Event Exceptions</b> <ul style="list-style-type: none"> <li>○ Vet/Tune/Tailor new signature sets</li> <li>○ Load signature sets and updates</li> <li>○ Tailor existing rulesets and signatures to environment and system type</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>• <b>Verifying Operational Capability Daily and Log/Record/Report status</b></li> </ul>															
<p><b>Forensics</b></p>	<ul style="list-style-type: none"> <li>• <b>Be familiar with EnCase Enterprise and EnCase Enterprise Information Assurance Suite</b> <ul style="list-style-type: none"> <li>○ Copy/Image Remotely using EnCase servlet</li> <li>○ File and targeted word search throughout the ICE domain</li> <li>○ Classified spill recovery</li> <li>○ Identify rogue software and/or workstations</li> <li>○ Data recovery (non-LE investigative)</li> </ul> </li> </ul>															
<p><b>EPO</b></p>	<table border="1" data-bbox="462 1157 1334 1346"> <tr> <td>Threat Level</td> <td>0</td> <td>6 AM - 9 PM EST</td> <td>Any</td> <td>On Call</td> </tr> <tr> <td></td> <td>1</td> <td>24/7</td> <td>Level 1</td> <td></td> </tr> <tr> <td></td> <td>2</td> <td></td> <td>Level 2</td> <td></td> </tr> </table> <hr/> <ul style="list-style-type: none"> <li>• <b>Service Level Agreements</b></li> </ul> <hr/> <ul style="list-style-type: none"> <li>• <b>Anti-Virus (EPO)</b></li> </ul> <hr/> <ul style="list-style-type: none"> <li>• <b>Monitoring of Signature Coverage</b> <ul style="list-style-type: none"> <li>○ Console analysis/rogue system discovery</li> <li>○ Investigation of anomalies i.e. Compare IDS coverage to EPO coverage</li> <li>○ 100% of updated DAT coverage for 30K systems connected to network in 5 hrs.</li> <li>○ 4 hrs for 80% of systems (includes high threat space) connected to network</li> </ul> </li> </ul>	Threat Level	0	6 AM - 9 PM EST	Any	On Call		1	24/7	Level 1			2		Level 2	
Threat Level	0	6 AM - 9 PM EST	Any	On Call												
	1	24/7	Level 1													
	2		Level 2													

<b>Records Management and Reporting</b>	<ul style="list-style-type: none"> <li>• <b>Monitoring of Regular System Scans</b> <ul style="list-style-type: none"> <li>○ Review</li> <li>○ Report</li> <li>○ Recommend</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Analyzing New Virus Threats</b> <ul style="list-style-type: none"> <li>○ Monitoring of multiple Anti-Virus vendors for “Zero-Day” attacks</li> <li>○ Capture of suspicious file &amp; submission (McAfee)</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Providing Daily Records/Reports</b> <ul style="list-style-type: none"> <li>○ Sensor status</li> <li>○ Network coverage</li> <li>○ Incidents</li> <li>○ Trends</li> <li>○ Threat Level</li> <li>○ Anomalies from scans</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Providing Monthly Records/Reports</b> <ul style="list-style-type: none"> <li>○ Roll-ups of reports</li> <li>○ Scan results</li> <li>○ Personnel status</li> </ul> </li> </ul>

**Incident Investigation Orchestrator**

<b>Sr. SME</b>	<b>PM</b>
<ul style="list-style-type: none"> <li>• Oversees all Tech/Investigations</li> <li>• Handles threat correlation</li> <li>• Prioritizes available resources</li> <li>• Recommends to Gov incident declaration</li> <li>• Coordinates incidents</li> <li>• Directs real-time focus of the SOC</li> </ul>	<ul style="list-style-type: none"> <li>• Manages Staff/deliverables</li> <li>• Handles reporting</li> <li>• Manages contracts</li> <li>• Manages personnel</li> </ul>
	<b>Shift Supervisor (not Sr. SME)</b>
	<ul style="list-style-type: none"> <li>• Coordinates with NOC &amp; Analysts</li> <li>• Manages the daily workload</li> </ul>

**26.0****APPENDIX A – List of Acronyms**

C&A	Certification and Accreditation
COTR	Contracting Officer Technical Representative
COTS	Commercial Off The Shelf
CSIRC	Computer Security Incident Response Center
DHS	Department of Homeland Security
DoJ	Department of Justice
EA	Enterprise Architecture
FTP	File Transfer Protocol
GOTS	Government Off The Shelf
HLS	Homeland Security
HQ	Headquarters
IAD	Information Assurance Division
ICE	Immigration and Customs Enforcement
MD	Management Directive
NIST	National Institute of Standards and Technology
OAST	Office on Accessible Systems and Technology
OCIO	Office of the Chief Information Officer
PA	Privacy Act
QAP	Quality Assurance Plan
SBU	Sensitive But Unclassified
SLM	System Lifecycle Management
SOC	Security Operations Center
SOW	Statement of Work

## TRAVEL AUTHORIZATION APPROVAL FORM

Name					
Travel period					
Location					
Purpose					
<b>Cost Breakdown:</b>					
Airfare					
Train					
Vehicle Rental					
Personal Vehicle					
Hotel (per diem)					
Meals (per diem)					
Miscellaneous					
<b>Total Cost:</b>					
<p>Contractor Manager (sign) _____ Date: _____</p> <p>Contractor Manager (print) _____ Date: _____</p> <p>COTR (sign) _____ Date: _____</p> <p>COTR (print) _____ Date: _____</p>					

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1   38	
2. AMENDMENT/MODIFICATION NO. P00001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY ICE/TC/OCIO/PH S		7. ADMINISTERED BY (If other than Item 6) ICE/TC/OCIO/PH S	
8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) SYRACUSE RESEARCH CORP 7502 ROUND POND ROAD NORTH SYRACUSE NY 132122510		ICE/Info Tech Svs/OCIO/Admin Ph Svc Immigration and Customs Enforcement Office of Acquisition Management 425 I Street NW, Suite 2208 Washington DC 20536		ICE/Info Tech Svs/OCIO/Admin Ph Svc Immigration and Customs Enforcement Office of Acquisition Management 425 I Street NW, Suite 2208 Attn: Wendy Wallace Washington DC 20536	
8A. AMENDMENT OF SOLICITATION NO.		8B. DATED (SEE ITEM 11)		10A. MODIFICATION OF CONTRACT/ORDER NO. GS-00F-0019L HSCBTC-08-F-00037	
8B. DATED (SEE ITEM 11)		10B. DATED (SEE ITEM 11) 09/30/2008		10B. DATED (SEE ITEM 11)	
CODE 0630537710000		FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended,  is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 9 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input checked="" type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52-243-3 Changes-Time-and-Materials or Labor-Hours (SEP 2000)
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return 1 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: 063053771

The purpose of this modification is to revise the Statement of Work to add security language under section 18.0, Clause #3, delete 5.1 Transition Support and change the last bullet in Section 6.1. Accordingly, delete as originally shown and replace with the following Statement of Work, Version 2, dated October 20, 2008. (see the attached pages 2 through 38) All other terms and conditions remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) <b>Kenneth K. Morse</b> Senior Contracts Officer		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Judy E. Stevens	
15B. CONTRACTOR/OFFEROR <i>Kenneth K. Morse</i> (Signature of person authorized to sign)	15C. DATE SIGNED 06 NOV 2008	16B. UNITED STATES OF AMERICA <i>Judy E. Stevens</i> (Signature of Contracting Officer)	16C. DATE SIGNED 11/7/08

NSN 7540-01-152-8070  
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES 1   1
2. AMENDMENT/MODIFICATION NO. P00002	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY ICE/Info Tech Svs/IT Services Immigration and Customs Enforcement Office of Acquisition Management 801 I Street NW, Suite 930 Washington DC 20536	CODE ICE/TC/IT SERVIC	7. ADMINISTERED BY (If other than Item 6) ICE/Info Tech Svs/IT Services Immigration and Customs Enforcement Office of Acquisition Management 801 I Street NW, Suite 930 Attn: Wendy Wallace Washington DC 20536	CODE ICE/TC/IT SERVIC
8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) SYRACUSE RESEARCH CORP 7502 ROUND POND ROAD NORTH SYRACUSE NY 132122510		(x) 9A. AMENDMENT OF SOLICITATION NO.	9B. DATED (SEE ITEM 11)
CODE 0630537710000	FACILITY CODE	x 10A. MODIFICATION OF CONTRACT/ORDER NO. GS-00F-0019L HSCETC-08-F-00037	10B. DATED (SEE ITEM 11) 09/30/2008

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
N/A

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52-249-14, Excusable Delays (APR 1984)
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 063053771

Due to Government delay with getting the contractor security access, the purpose of this modification is to extend the base period and change the dates for the option periods. Accordingly, the base period and option periods are changed as follows:  
Base Period-September 30,2008 to December 16, 2008; Option Period I-December 17, 2008 to October 31, 2009; Option Period II-November 1, 2009 to October 31, 2010; Option Period III-November 1, 2010 to October 31, 2011.

All other terms and conditions remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 8A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Benjamin H. Morse Senior Contracts Officer	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Maxine D. Edwards
15B. CONTRACTOR/OFFEROR Benjamin H. Morse (Signature of person authorized to sign)	15C. DATE SIGNED 25 NOV 2008
16B. UNITED STATES OF AMERICA Maxine D. Edwards (Signature of Contracting Officer)	16C. DATE SIGNED 11/26/08



**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
 GS-00F-0019L/HSCETC-08-F-00037/E00003

PAGE OF  
 3 3

NAME OF OFFEROR OR CONTRACTOR  
 SYRACUSE RESEARCH CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0007	Project Manager Award hours revised from 0 to b4				
	Change Item 0008 to read as follows (amount shown is the obligated amount):				
0008	Technical Writer/Editor Award hours revised from b4 to b4				
	Change Item 0009 to read as follows (amount shown is the obligated amount):			b4	
0009	Subject Matter: Expert Award hours revised from b4 to b4				
	Add Item 0010 as follows:				
0010	Other Direct Costs Travel/Conferences				
	The amount of the original award remains the same at \$238,031.60. Product/Service Code: D313 Product/Service Description: COMPUTER AIDED DESIGN/MANUFACT (CAD/CAM)				

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
 GS-00F-0019L/HSCETC-08-F-00037/P00003

PAGE OF  
 2 3

NAME OF OFFEROR OR CONTRACTOR  
 SYRACUSE RESEARCH CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Immigration and Customs Enforcement 801 I Street, NW Suite 700 Washington DC 20536  Accounting Info: <div style="background-color: black; width: 200px; height: 20px; margin: 5px 0;"></div> b2High FOB: Destination Period of Performance: 09/30/2008 to 12/16/2008  Change Item 0002 to read as follows (amount shown is the obligated amount):				
0002	Administrative Specialist Award hours revised from <div style="background-color: black; width: 50px; height: 15px; display: inline-block;"></div> b4  Change Item 0003 to read as follows (amount shown is the obligated amount):				
0003	Jr. IT Security Specialist Award hours revised from 0 to <div style="background-color: black; width: 20px; height: 15px; display: inline-block;"></div> b4  Change Item 0004 to read as follows (amount shown is the obligated amount):				
0004	IT Security Specialist Award hours revised from <div style="background-color: black; width: 50px; height: 15px; display: inline-block;"></div> b4  Change Item 0005 to read as follows (amount shown is the obligated amount):			b4	
0005	Project Control Specialist Award hours revised from <div style="background-color: black; width: 50px; height: 15px; display: inline-block;"></div> b4  Change Item 0006 to read as follows (amount shown is the obligated amount):				
0006	Project Manager (Task Lead) Award hours revised from <div style="background-color: black; width: 50px; height: 15px; display: inline-block;"></div> b4  Change Item 0007 to read as follows (amount shown is the obligated amount): Continued ...				

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**

1. CONTRACT ID CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO.

3. EFFECTIVE DATE

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

P00003

See Block 16C

6. ISSUED BY

CODE

ICE/TC/IT SERVIC

7. ADMINISTERED BY (If other than Item 6)

CODE

ICE/TC/IT SERVIC

ICE/Info Tech Svs/IT Services  
Immigration and Customs Enforcement  
Office of Acquisition Management  
801 I Street NW, Suite 930  
Washington DC 20536

ICE/Info Tech Svs/IT Services  
Immigration and Customs Enforcement  
Office of Acquisition Management  
801 I Street NW, Suite 930  
Attn: Wendy Wallace  
Washington DC 20536

8. NAME AND ADDRESS OF CONTRACTOR (Name, street, county, State and ZIP Code)

SYRACUSE RESEARCH CORP  
7502 ROUND POND ROAD  
NORTH SYRACUSE NY 132122510

(X) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

X 10A. MODIFICATION OF CONTRACT/ORDER NO.

GS-00F-0019L

HSCBTC-08-F-00037

10B. DATED (SEE ITEM 11)

09/30/2008

CODE 0630537710000

FACILITY CODE

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended,  is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or teletype, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTS AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

X FAR Clause 52.243-3 Changes-Time-and-Materials or Labor-Hours (SEP 2000)

D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_\_\_ 1 \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 063053771

The purpose of this modification is to reallocate funding among labor categories for the base period.

CLIN 0010 has been added to reflect other direct costs.

Delivery: 30 Days After Award

Discount Terms:

Net 30

Delivery Location Code: ICE/CIO

ICE Chief Information Officer

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)  
**Kenneth K. Morse**  
Senior Contracts Officer

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)  
Maxine D. Edwards

15B. CONTRACTOR/OFFEROR  
*Kenneth K. Morse*  
(Signature of person authorized to sign)

15C. DATE SIGNED  
24/09/2008

16B. UNITED STATES OF AMERICA  
*Maxine D. Edwards*  
(Signature of Contracting Officer)

16C. DATE SIGNED  
11/7/09

NSN 7540-01-152-0070  
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

Form G-514

REQUISITION - MATERIALS-SUPPLIES-EQUIPMENT

Activity Symbols  
ATTACHMENT A

REQUISITION NUMBER: 192109CICIAAD20002

*ending  
lines*

PROJECT TASK FUND PROGRAM ORGANIZATION OBJECT UDF AMOUNT



b2High, b4

*Travel*

APPROPRIATION SYMBOL CROSSWALK:

FUND	FY	TAS	TITLE	AMOUNT
BA	2009	7090540		2,774,436.90

ATTACHMENT A

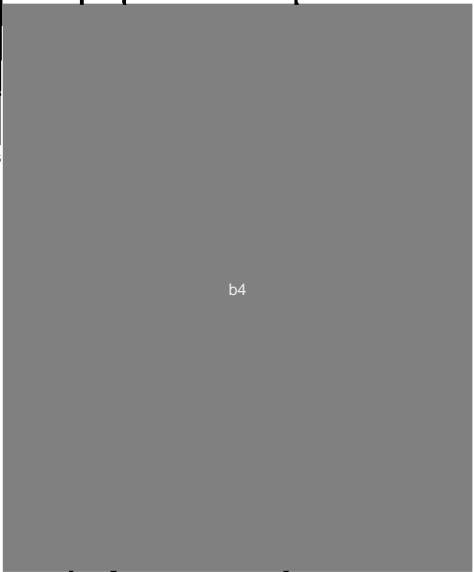
FUNDING

(Use the information below for obligation)

- CLIN 1002: [REDACTED] from funding line item 4  
[REDACTED] n funding line item 3
- CLIN 1003: [REDACTED] m funding line item 7  
[REDACTED] rom funding line item 3
- CLIN 1004: [REDACTED] from funding line item 8  
[REDACTED] from funding line item 6  
[REDACTED] om funding line item 3
- CLIN 1005: [REDACTED] rom funding line item 3
- CLIN 1006: [REDACTED] from funding line item 5  
[REDACTED] rom funding line item 3
- CLIN 1007: [REDACTED] rom funding line item 1
- CLIN 1008: [REDACTED] rom funding line item 1
- CLIN 1009: [REDACTED] from funding line item 1  
[REDACTED] m funding line item 2  
[REDACTED] from funding line item 3
- CLIN 1010: [REDACTED] rom funding line item 9
- CLIN 1011: [REDACTED] om funding line item 10

NAME OF OFFEROR OR CONTRACTOR  
SYRACUSE RESEARCH CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
1008	<p>Change Item 1008 to read as follows (amount shown is the obligated amount):</p> <p>Technical Writer/Editor</p>				
1009	<p>Change Item 1009 to read as follows (amount shown is the obligated amount):</p> <p>Subject Matter Expert</p>				
1010	<p>Change Item 1010 to read as follows (amount shown is the obligated amount):</p> <p>ODC (Travel) NTE \$ <span style="background-color:gray; color:gray;">b4</span></p>				
1011	<p>Change Item 1011 to read as follows (amount shown is the obligated amount):</p> <p>ODC (Conferences) NTE \$ <span style="background-color:gray; color:gray;">b4</span></p>				



b4

NAME OF OFFEROR OR CONTRACTOR  
SYRACUSE RESEARCH CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Delivery Location Code: ICE/CIO ICE Chief Information Officer Immigration and Customs Enforcement 801 I Street, NW Suite 700 Washington DC 20536  Accounting Info: <div style="background-color: black; width: 200px; height: 20px; margin: 5px 0;"></div> b2High				
	FOB: Destination  Change Item 1002 to read as follows (amount shown is the obligated amount):				
1002	Administrative Specialist				
	Change Item 1003 to read as follows (amount shown is the obligated amount):				
1003	Jr. IT Security Specialist				
	Change Item 1004 to read as follows (amount shown is the obligated amount):				
1004	IT Security Specialist				
	Change Item 1005 to read as follows (amount shown is the obligated amount):				
1005	Project Control Specialist				
	Change Item 1006 to read as follows (amount shown is the obligated amount):				
1006	Project Manager (Task Lead)				
	Change Item 1007 to read as follows (amount shown is the obligated amount):				
1007	Program Manager				
	Continued ...				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1   3
2. AMENDMENT/MODIFICATION NO. P00004	3. EFFECTIVE DATE 12/17/2008	4. REQUISITION/PURCHASE REQ. NO. 192109CIOIAD20002	5. PROJECT NO. (if applicable)
6. ISSUED BY ICE/Info Tech Svcs/IT Services Immigration and Customs Enforcement Office of Acquisition Management 801 I Street NW, Suite 930 Washington DC 20536	CODE ICE/TC/IT SERVIC	7. ADMINISTERED BY (if other than item 6) ICE/Info Tech Svcs/IT Services Immigration and Customs Enforcement Office of Acquisition Management 801 I Street NW, Suite 930 Attn: Wendy Wallace Washington DC 20536	CODE ICE/TC/IT SERVIC
8. NAME AND ADDRESS OF CONTRACTOR (Name, street, county, State and ZIP Code) SYRACUSE RESEARCH CORP 7502 ROUND FOND ROAD NORTH SYRACUSE NY 132122510		9A. AMENDMENT OF SOLICITATION NO. (x)	
CODE 0630537710000		9B. DATED (SEE ITEM 11) 9C. MODIFICATION OF CONTRACT/ORDER NO. GS-00F-0019L HSCETC-08-F-00037 9D. DATED (SEE ITEM 11) 09/30/2008	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of offers  is extended,  is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 14, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)  
See Schedule  
Net Increase: \$2,774,436.90

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)
X	FAR Clause 52.217-9 Option to Extend the Term of the Contract (MAR 2000)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 063053771  
The purpose of this modification is to Exercise Option Period I. The period of performance shall be 12/17/2008 through 10/31/2009. On December 17, 2008, a verbal authorization was provided by Maxine D. Edwards, Contracting Officer.

Delivery: 30 Days After Award  
Discount Terms:  
Net 30  
Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 6A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Kenneth K. Morse Senior Contracts Officer	15B. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Maxine D. Edwards
15C. DATE SIGNED 16 JAN 2009	15D. DATE SIGNED 11/22/09



AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO. P00005		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY ICE/Info Tech Svs/IT Services Immigration and Customs Enforcement Office of Acquisition Management 801 I Street NW, Suite 930 Washington DC 20536		7. ADMINISTERED BY (If other than Item 6) ICE/Info Tech Svs/IT Services Immigration and Customs Enforcement Office of Acquisition Management 801 I Street NW, Suite 930 Attn: Wendy Wallace Washington DC 20536		5. PROJECT NO. (If applicable) 1 1	
8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) SYRACUSE RESEARCH CORP 7502 ROUND POND ROAD NORTH SYRACUSE NY 132122510		9A. AMENDMENT OF SOLICITATION NO. (X)		9B. DATED (SEE ITEM 11)	
CODE 0630537710000 FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. GS-00F-0019L HSCETC-08-F-00037		10B. DATED (SEE ITEM 11) 09/30/2008	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

is extended,  is not extended.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

No Change

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_\_\_ 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 063053771

The purpose of this modification is to change the COTR from Thomas DeBiase to James D. Hopkins. The contact information for James D. Hopkins is:  
Phone Number (202) [redacted] Email Address: [redacted]

Except as provided herein, all terms and conditions of the document referenced in item 8A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		18A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Maxine D. Edwards	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)		15C. DATE SIGNED	16C. DATE SIGNED 2/23/09
NSN 7540-01-152-6070 Previous edition unusable		18B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	