**Attachment J-14**

**Relevant Experience Project (REP) Form (IT Management Services)**

This attachment is in support of the Evolve Solicitation

Refer to Section L, Instructions to Offerors for further information

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| **REP PROJECT EXPERIENCE #:** Click here to enter text. | |
| **Project Title:**  Click here to enter text. | **Offeror Name:**  Click here to enter text. |
| **Contract Number:**  Click here to enter text. | **Order Number(s) (if applicable):**  Click here to enter text. |
| **Agency or Customer:** Click here to enter text. | |
| **Name of Contracting Officer or Corporate Representative:**  Click here to enter text. | **Title:**  Click here to enter text. |
| **Phone:**  Click here to enter text. | **E-Mail:**  Click here to enter text. |
| **Do you have a CPARs Report for this project?**  Yes (if yes, contractor is required to attach copy of the most recent interim or final report)  No | |

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| **RELEVANCY** | |
| **Offeror’s Role on Contract:**  Prime    Subcontractor | **If work was performed as a subcontractor, does the subcontract specify the work in support of the relevant experience area?**  Yes  No (project does not meet minimum criteria) |
| **Project Status:**  Project is ongoing  Project is completed | **Period of Performance**  **Project Start Date:** Click here to enter text.  **Date of Completion:** Click here to enter text. |

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| **SIZE** | |
| **Project Labor Value (ODCs and Indirects may not be included):**  Click here to enter text. | **Final Amount Invoiced or Amount Invoiced to Date:**  Click here to enter text. |
| **Total Directly Billable FTE Count:** Click here to enter text. | |

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| **COMPLEXITY** |
| **Location(s) of Work (Country, State or Province):**  Click here to enter text. |
| **Bureau(s)/Program Office(s)/Organization(s) within the agency this work covers:**  Click here to enter text. |

**SCOPE – SECTION I**

Please indicate which of the following capabilities this REP description addresses (more than one can be indicated, if applicable).

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| **Sub-Capability Area** | **Primary Objective** | **Covered in this Project? (Y/N)** |
| **Portfolio Management** | |
| PMO Support | Provide input and support for programmatic activities related to contract tasks. |  |
| Strategic Communications and Engagement | Manage the program’s strategic communications and engagement activities, including development of supporting artifacts. |  |
| Strategic Planning | Conduct long term visioning and planning for the direction of IRM and DOS IT systems |  |
| Performance Management | Monitor and report on the contractor’s performance to meet mutually agreed upon measures and targets. |  |
| Program Management | Manage the IDIQ contract and task orders. |  |
| Transition Management | Facilitate and manage contractor transitions to ensure continuity of support and to maintain system availability, reliability, and customer satisfaction performance standards. |  |
| Finance and Budget | Provides planning, budgeting, spend management, chargeback, tracking, reporting, and auditing of IT expenditures and the costing of IT products and services. |  |
| Process Improvement Consulting | Provide process improvement consulting services with a roadmap to improve efficiency, strengthen system driven management controls, improve security, modernize systems, improve processes or develop them where they don’t exist, and reduce cost. |  |
| Executive Program | Provide CIO-to DAS level or equivalent executive support to bureaus at the executive level in supporting the coordination, planning, business process review and reengineering, special project research (including prototyping), and strategic communication |  |
| **Cybersecurity & Compliance** | | |
| Cyber Security & Incident Response | Provides policies, procedures, and technologies to recognize existing and emerging threats as well as determine associated risk to ensure the organization has the appropriate defense and responses to each incident. |  |
| Governance, Risk, Audit, and Compliance | Provides strategy, policies, and processes for managing an overall governance, enterprise risk management and compliance with regulations, with regards to IT. Provides structured approach for aligning IT with business goals and objectives, while managing risk and meeting compliance requirements. |  |
| **Architecture** | | |
| Architecture | Develop technological roadmaps, plans, and strategies to secure the global network and its resources. This includes strategies for least privilege access, micro-segmentations, data usage controls, continuous monitoring, auditing, *etc.* |  |

**SCOPE – SECTION II**

***This section may not exceed a total of two (2) pages when completed***. Any narrative exceeding this length will not be considered. Use Times New Roman font, no smaller than 11 points.

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| **Please provide a description of the relevant project. Be clear and concise. Highlight experience as it pertains to service areas and capabilities identified in Section I above.** |
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| **Provide a summary of performance results achieved, to include any applicable SLAs/Performance standards.** |
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| **Describe the nature of your customer on this contract. How is your customer similar to the Department of State, or if not similar, how is your experience with this customer relevant to Evolve?** |
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| **VERIFICATION DOCUMENT(S) PROVIDED** |
| \*Note:  Sensitive or Classified Information May be Redacted.  FPDS-NG Report  Standard Form (SF) 1449 – Solicitation/Contract/Order for Commercial Items – (Block 17a identifies the Prime Contractor, Block 9 identifies the U.S. Federal Government Agency, Block 3 identifies the Award/Effective Date, and Block 31c. identifies the date the Contracting Officer signed).  SF26 – Award/Contract – (Block 7 identifies the Prime Contractor, Block 5 identifies the U.S. Federal Government Agency, Block 3 identifies the Effective date, and Block 20C identifies the date the Contracting Officer signed).  SF33 – Solicitation, Offer, and Award – (Block 15A identifies the Prime Contractor, Block 7 identifies the U.S. Federal Government Agency, and Block 28 identifies the date the Contracting Officer awarded/signed).  Department of Defense (DD) 1155 – Order for Supplies or Services (Block 9 identifies the Prime Contractor, Block 6 identifies the U.S. Federal Government Agency, Block 3 identifies the date of Order, and Block 24 identifies the Contracting Officer signature)  GSA Form 300 – Order for Supplies and Services (Block 6 identifies the Prime Contractor, Block 10 identifies the U.S. Federal Government Agency, Block 1 identifies the Date of Order, and Block 26C identifies the date the Contracting Officer signed)  Other Official Government Award Form not identified above (Must explicitly identify the Contractor, Government Agency, Order Number, Dollar Value, and the date the Contracting Officer awarded/signed).  Non-Government Award Form (Must explicitly identify the Contractor, Non-Government Customer, Dollar Value, and the date the customer awarded/signed).  Copy of Contract Statement of Work - The Statement of Work (SOW), or Performance Work Statement (PWS), from the contract that describes the general scope, nature, complexity, and purpose of the supplies or services the customer acquired under the contract.  Other; Explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |