

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                         |                                                                                                                            |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |                                                                  |       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------------------------------------------------------------|-------|
| <b>AWARD/CONTRACT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                         | 1. Solicitation Number N/A Exempt from Competition                                                                         |                                 | Page of Pages<br>1   37 + Attachments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |         |                                                                  |       |
| 2. Contract Number<br><b>CFOPD-26-C-045</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                         | 3. Effective Date<br>See 20C                                                                                               |                                 | 4. Requisition/Purchase Request/Project No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |         |                                                                  |       |
| 5. Issued By<br>Office of the Chief Financial Officer<br>Office of Contracts<br>1100 - 4th Street, SW., Suite E610<br>Washington, DC 20024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                         | Code                                                                                                                       |                                 | 6. Administered By (If other than line 5)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |         |                                                                  |       |
| 7. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)<br>Splash Business Intelligence, Inc.<br>3079 Peachtree Industrial Blvd.<br>Duluth, GA 30097<br>Attn: Kapil Kapur, Vice President, Data & AI Solutions<br>Email: <a href="mailto:Kapil.Kapur@splashbi.com">Kapil.Kapur@splashbi.com</a> Ph: 408-580-6777                                                                                                                                                                                                                                                                                                                                                                       |                                                         | 8. Delivery<br><input type="checkbox"/> FOB Destination <input checked="" type="checkbox"/> Other (See Schedule Section F) |                                 | 9. Discount for prompt payment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |         |                                                                  |       |
| Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                         | Facility                                                                                                                   |                                 | 10. Submit Invoices to the Address shown in Line 12   Item<br>(2 copies unless otherwise specified)                                                                                                                                                                                                                                                                                                                                                                                                                              |         |                                                                  |       |
| 11. Ship to/Mark For<br>Office of the Chief Financial Officer<br>Office of Logistics and Support Services<br>Suite W1636<br>1101 4th Street, S.W.<br>Washington, DC 20024<br>202-442-6930                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                         | Code                                                                                                                       |                                 | 12. Payment will be made by<br>Office of the Chief Financial Officer<br>Office of Management and Administration<br>Financial Operations/Accounts Payable<br><a href="https://vendorportal.dc.gov">https://vendorportal.dc.gov</a><br>1100 4th Street, SW Suite E600<br>Washington, DC 20024                                                                                                                                                                                                                                      |         |                                                                  |       |
| 13. Contract Type Firm Fixed Price                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                         | 14. Accounting and Appropriation Data                                                                                      |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |                                                                  |       |
| 15A. Item<br>1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 15B. Supplies/Services<br>Splash BI Reporting Solutions | 15C. Qty<br>1                                                                                                              | 15D. Amount<br>NTE \$260,069.65 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |                                                                  |       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                         | Total Amount of Contract                                                                                                   |                                 | NTE \$260,069.65                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |         |                                                                  |       |
| 16. Table of Contents                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                         |                                                                                                                            |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |                                                                  |       |
| (X)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Section                                                 | Description                                                                                                                | Pages                           | (X)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Section | Description                                                      | Pages |
| PART I - THE SCHEDULE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                         |                                                                                                                            |                                 | PART II - CONTRACT CLAUSES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |         |                                                                  |       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | A                                                       | Solicitation/Contract Form                                                                                                 | 1                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | I       | Contract Clauses                                                 | 25    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | B                                                       | Supplies or Services and Price/Cost                                                                                        | 2                               | PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |         |                                                                  |       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | C                                                       | Description/Specifications/Work Statement                                                                                  | 7                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | J       | List of Attachments                                              | 36    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | D                                                       | Packaging and Marking                                                                                                      | 10                              | PART IV - REPRESENTATIONS AND INSTRUCTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |         |                                                                  |       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | E                                                       | Inspection and Acceptance                                                                                                  | 11                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | K       | Representations, Certifications and Other Statements of Offerors | 37    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | F                                                       | Deliveries or Performance                                                                                                  | 12                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |                                                                  |       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | G                                                       | Contract Administration Data                                                                                               | 13                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |                                                                  |       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | H                                                       | Special Contract Requirements                                                                                              | 21                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |                                                                  |       |
| Contracting Officer will Complete Item 17 or 18 as Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                         |                                                                                                                            |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |                                                                  |       |
| 17 <input checked="" type="checkbox"/> CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return 1 pdf copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.) |                                                         |                                                                                                                            |                                 | 18 <input type="checkbox"/> AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number _____ including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary. |         |                                                                  |       |
| 19A. Name and Title of Signer (Type or print)<br><b>DAN ALF CFO</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                         |                                                                                                                            |                                 | 20A. Name of Contracting Officer<br>Anthony A. Stover, CPPO or Dorothy Whisler Fortune, Esq., CPPO                                                                                                                                                                                                                                                                                                                                                                                                                               |         |                                                                  |       |
| 19B. Name of Contractor<br><b>SPLASH BUSINESS INTELLIGENCE INC</b><br><small>(Signature of person authorized to sign)</small>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                         | 19C. Date Signed<br><b>9/25/20</b>                                                                                         |                                 | 20B. District of Columbia<br><i>Anthony A. Stover</i><br><small>(Signature of Contracting Officer)</small>                                                                                                                                                                                                                                                                                                                                                                                                                       |         | 20C. Date Signed<br><b>Sept 25, 2026</b>                         |       |

**SECTION B****CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE****B.1 GENERAL INFORMATION**

The District of Columbia Office of the Chief Financial Officer, Office of Contracts, on behalf of Office of the Chief Information Officer (OCIO) (the “District”) requires the Contractor (Splash Business Intelligence, Inc.) to implement and support SplashBI as the enterprise reporting and analytics solution for budgeting, finance, taxes, treasury, and cash management. By modernizing the reporting stack on SplashBI’s platform, the District will provide a solution for various reporting and data warehousing needs and would eliminate costs tied to legacy reporting tools; and lower total cost of ownership through integrated reporting solution.

**B.2 CONTRACT TYPE**

The District awards a Requirements Contract with Firm Fixed Pricing.

**B.3 DESIGNATION FOR THE FEDERAL SUPPLY SCHEDULE**

This contract is designated for Contractors on the Federal Supply Schedule under the provisions of the Procurement Practices Reform Act of 2010, §2-354.10 and pursuant to 40 U.S.C. § 502(a)(3) and 40 U.S.C. § 602(c).

**B.4 ALL-INCLUSIVE PRICING**

The stated Price Per Unit for each Contract Line-Item Number (CLIN) shall be fixed, inclusive of all of the Contractor’s direct cost, indirect cost, and profit; including travel, material, and delivery costs. The price shall include all cost associated with the services described in and required by the Contract. The Total Estimated Price shall represent the price ceiling, fixed fee, or not to exceed amount of the Contract.

**B.4.1 NONPROFIT FAIR COMPENSATION ACT OF 2020, D.C. Code § 2-222.01 et seq.**

Nonprofit organizations, as defined in the Act, shall include in their rates the indirect costs incurred in provision of goods or performance of services under this contract pursuant to the nonprofit organization's unexpired Negotiated Indirect Cost Rate Agreement (NICRA). If a nonprofit organization does not have an unexpired NICRA, the nonprofit organization may elect to instead include in its rates its indirect costs:

- (1) As calculated using a *de minimis* rate of 10% of all direct costs under this contract;
- (2) By negotiating a new percentage indirect cost rate with the awarding agency;
- (3) As calculated with the same percentage indirect cost rate as the nonprofit organization negotiated with any District agency within the past two years; however, a nonprofit organization may request to renegotiate indirect costs rates in accordance with B.4.2; or
- (4) As calculated with a percentage rate and base amount, determined by a certified public accountant using the nonprofit organization’s audited financial statements from the

immediately preceding fiscal year, pursuant to the OMB Uniform Guidance and certified in writing by the certified public accountant.

**B.4.2** If this contract is funded by a federal agency, indirect costs shall be consistent with the requirements for pass-through entities in 2 C.F.R. § 200.331, or any successor regulations.

**B.4.3** The Contractor shall pay its subcontractors which are nonprofit organizations the same indirect cost rates as the nonprofit organization subcontractors would have received as a prime contractor.

## **B.6 PRICE SCHEDULE – REQUIREMENTS**

### **B.6.1 BASE YEAR**

| <b>Contract Line Item No.</b> | <b>Item Description</b>                                                                                                  | <b>Unit</b> | <b>Fixed Price Per Unit</b> | <b>Estimated Quantity</b> | <b>Total Price</b>  |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------|-------------|-----------------------------|---------------------------|---------------------|
| <b>CLIN 0001</b>              | <b>SplashBI Platform/Users – Admin/Developer Users (GSA Part Number SPLASH DEV001)</b>                                   | <b>Each</b> | <b>\$1,405.54</b>           | <b>10</b>                 | <b>\$14,055.40</b>  |
| <b>0002</b>                   | <b>Read Only Access Users (GSA Part Number SPLASH USER001)</b>                                                           | <b>Each</b> | <b>\$126.50</b>             | <b>70</b>                 | <b>\$8,855.00</b>   |
| <b>0003</b>                   | <b>Splash Excel Connect Users (included)</b>                                                                             | <b>Each</b> | <b>\$0.00</b>               | <b>80</b>                 | <b>\$0.00</b>       |
| <b>0004</b>                   | <b>Oracle Cloud Application Connector (GSA Part Number SPLASH CLOUD001)</b>                                              | <b>Each</b> | <b>\$16,866.50</b>          | <b>1</b>                  | <b>\$16,866.50</b>  |
| <b>0005</b>                   | <b>Third Instance for SplashBI – Solution comes with 2 instances (Open Market)</b>                                       | <b>Each</b> | <b>\$6,000.00</b>           | <b>1</b>                  | <b>\$6,000.00</b>   |
| <b>0006</b>                   | <b>Fusion Applications Data Pipeline</b>                                                                                 | <b>Each</b> | <b>\$28,110.83</b>          | <b>1</b>                  | <b>\$28,110.83</b>  |
| <b>0007</b>                   | <b>Prebuilt Report for Oracle Fusion Cloud. Modules: GL, AP, AR, FA, CM, PO, Projects Grants, Expenses (Open Market)</b> | <b>Each</b> | <b>\$2,811.08</b>           | <b>9</b>                  | <b>\$2,811.08</b>   |
| <b>0008</b>                   | <b>Financial Analytics Pre-Built Financial Dashboards. Modules: AP, AR, GL, PO, Projects (Open Market)</b>               | <b>Each</b> | <b>\$20,000.00</b>          | <b>5</b>                  | <b>\$100,000.00</b> |
| <b>0009</b>                   | <b>Oracle EPM Data Pipeline (Open Market)</b>                                                                            | <b>Each</b> | <b>\$32,000.00</b>          | <b>1</b>                  | <b>\$32,000.00</b>  |

|                              |                                                                                                  |             |                    |            |                     |
|------------------------------|--------------------------------------------------------------------------------------------------|-------------|--------------------|------------|---------------------|
| <b>0010</b>                  | <b>FP&amp;A Analytics. Pre-Built budget vs actuals dashboard &amp; reports (Open Market)</b>     | <b>Each</b> | <b>\$24,000.00</b> | <b>1</b>   | <b>\$24,000.00</b>  |
| <b>0011</b>                  | <b>Professional Services – Implementation and ongoing support (GSA Part Number – SBIIMPL001)</b> | <b>Each</b> | <b>\$210.83</b>    | <b>340</b> | <b>\$71,682.20</b>  |
| <b>Grand Total for B.6.1</b> |                                                                                                  |             |                    |            | <b>\$260,069.65</b> |

**B.6.2 OPTION YEAR ONE**

| <b>Contract Line Item No.</b> | <b>Item Description</b>                                                                                                  | <b>Unit</b> | <b>Fixed Price Per Unit</b> | <b>Estimated Quantity</b> | <b>Total Price</b> |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------|-------------|-----------------------------|---------------------------|--------------------|
| <b>CLIN 1001</b>              | <b>SplashBI Platform/Users – Admin/Developer Users (GSA Part Number SPLASH DEV001)</b>                                   | <b>Each</b> | <b>\$1,405.54</b>           | <b>10</b>                 | <b>\$14,055.40</b> |
| <b>1002</b>                   | <b>Read Only Access Users (GSA Part Number SPLASH USER001)</b>                                                           | <b>Each</b> | <b>\$126.50</b>             | <b>70</b>                 | <b>\$8,855.00</b>  |
| <b>1003</b>                   | <b>Splash Excel Connect Users (included)</b>                                                                             | <b>Each</b> | <b>\$0.00</b>               | <b>80</b>                 | <b>\$0.00</b>      |
| <b>1004</b>                   | <b>Oracle Cloud Application Connector (GSA Part Number SPLASH CLOUD001)</b>                                              | <b>Each</b> | <b>\$16,866.50</b>          | <b>1</b>                  | <b>\$16,866.50</b> |
| <b>1005</b>                   | <b>Third Instance for SplashBI – Solution comes with 2 instances (Open Market)</b>                                       | <b>Each</b> | <b>\$6,000.00</b>           | <b>1</b>                  | <b>\$6,000.00</b>  |
| <b>1006</b>                   | <b>Fusion Applications Data Pipeline</b>                                                                                 | <b>Each</b> | <b>\$28,110.83</b>          | <b>1</b>                  | <b>\$28,110.83</b> |
| <b>1007</b>                   | <b>Prebuilt Report for Oracle Fusion Cloud. Modules: GL, AP, AR, FA, CM, PO, Projects Grants, Expenses (Open Market)</b> | <b>Each</b> | <b>\$2,811.08</b>           | <b>9</b>                  | <b>\$2,811.08</b>  |
| <b>1008</b>                   | <b>Financial Analytics Pre-Built Financial Dashboards. Modules: AP, AR, GL, PO, Projects (Open Market)</b>               | <b>Each</b> | <b>\$10,000.00</b>          | <b>5</b>                  | <b>\$50,000.00</b> |
| <b>1009</b>                   | <b>Oracle EPM Data Pipeline (Open Market)</b>                                                                            | <b>Each</b> | <b>\$22,400.00</b>          | <b>1</b>                  | <b>\$22,400.00</b> |

|                              |                                                                                              |             |                    |          |                     |
|------------------------------|----------------------------------------------------------------------------------------------|-------------|--------------------|----------|---------------------|
| <b>1010</b>                  | <b>FP&amp;A Analytics. Pre-Built budget vs actuals dashboard &amp; reports (Open Market)</b> | <b>Each</b> | <b>\$16,800.00</b> | <b>1</b> | <b>\$16,800.00</b>  |
| <b>Grand Total for B.6.3</b> |                                                                                              |             |                    |          | <b>\$188,387.45</b> |

**B.6.2 OPTION YEAR TWO**

| <b>Contract Line Item No.</b> | <b>Item Description</b>                                                                                                  | <b>Unit</b> | <b>Fixed Price Per Unit</b> | <b>Estimated Quantity</b> | <b>Total Price</b> |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------|-------------|-----------------------------|---------------------------|--------------------|
| <b>CLIN 2001</b>              | <b>SplashBI Platform/Users – Admin/Developer Users (GSA Part Number SPLASH DEV001)</b>                                   | <b>Each</b> | <b>\$1,405.54</b>           | <b>10</b>                 | <b>\$14,055.40</b> |
| <b>2002</b>                   | <b>Read Only Access Users (GSA Part Number SPLASH USER001)</b>                                                           | <b>Each</b> | <b>\$126.50</b>             | <b>70</b>                 | <b>\$8,855.00</b>  |
| <b>2003</b>                   | <b>Splash Excel Connect Users (included)</b>                                                                             | <b>Each</b> | <b>\$0.00</b>               | <b>80</b>                 | <b>\$0.00</b>      |
| <b>2004</b>                   | <b>Oracle Cloud Application Connector (GSA Part Number SPLASH CLOUD001)</b>                                              | <b>Each</b> | <b>\$16,866.50</b>          | <b>1</b>                  | <b>\$16,866.50</b> |
| <b>2005</b>                   | <b>Third Instance for SplashBI – Solution comes with 2 instances (Open Market)</b>                                       | <b>Each</b> | <b>\$6,000.00</b>           | <b>1</b>                  | <b>\$6,000.00</b>  |
| <b>2006</b>                   | <b>Fusion Applications Data Pipeline</b>                                                                                 | <b>Each</b> | <b>\$28,110.83</b>          | <b>1</b>                  | <b>\$28,110.83</b> |
| <b>2007</b>                   | <b>Prebuilt Report for Oracle Fusion Cloud. Modules: GL, AP, AR, FA, CM, PO, Projects Grants, Expenses (Open Market)</b> | <b>Each</b> | <b>\$2,811.08</b>           | <b>9</b>                  | <b>\$2,811.08</b>  |
| <b>2008</b>                   | <b>Financial Analytics Pre-Built Financial Dashboards. Modules: AP, AR, GL, PO, Projects (Open Market)</b>               | <b>Each</b> | <b>\$10,000.00</b>          | <b>5</b>                  | <b>\$50,000.00</b> |
| <b>2009</b>                   | <b>Oracle EPM Data Pipeline (Open Market)</b>                                                                            | <b>Each</b> | <b>\$22,400.00</b>          | <b>1</b>                  | <b>\$22,400.00</b> |
| <b>2010</b>                   | <b>FP&amp;A Analytics. Pre-Built budget vs actuals dashboard &amp; reports (Open Market)</b>                             | <b>Each</b> | <b>\$16,800.00</b>          | <b>1</b>                  | <b>\$16,800.00</b> |

|                                      |  |                     |
|--------------------------------------|--|---------------------|
| <b>Grand<br/>Total for<br/>B.6.3</b> |  | <b>\$188,387.45</b> |
|--------------------------------------|--|---------------------|

## SECTION C

### DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

#### C.1 **SCOPE**

The District of Columbia Office of the Chief Financial Officer, Office of Contracts, on behalf of Office of the Chief Information Officer (OCIO) (the “District”) requires the Contractor to implement and support SplashBI as the enterprise reporting and analytics solution for budgeting, finance, taxes, treasury, and cash management. By modernizing the reporting stack on SplashBI’s platform, the District will provide a solution for various reporting and data warehousing needs and would eliminate costs tied to legacy reporting tools; and lower total cost of ownership through integrated reporting solution.

#### C.2 **BACKGROUND**

The OCFO manages heterogeneous source systems DIFS (District Integrated Financial systems that handles budget formulation, general ledger, accounts payable/receivable, procurement, grants, and cash management). Reporting today is provided natively by the application but it has challenges with voluminous data and the fact that it is being generated from the transaction system itself that puts a reporting load on the transaction system. It also challenges because of ad hoc extracts, resulting in manual effort, delayed insights, and inconsistent data definitions. There is a need for integrated reporting and Datawarehouse solution and that is why we need a comprehensive reporting solution.

#### C.3 **REQUIREMENTS**

- C.3.1 The Contractor shall provide the following:
- C.3.2 A unified reporting layer across DIFS system – Budget control, General Ledger, Accounts Payables, Accounts Receivables, Fixed Assets, Projects and Grants, Procurement, and Cash Management;
- C.3.3 A governed semantic model with consistent dimensions (fund, program, cost center, project, grant, vendor, taxpayer, revenue type, period) and standardized metrics (for example, budget-to-actuals);
- C.3.4 Interactive dashboards for executives and operational teams; automated scheduling and bursting to stakeholders;
- C.3.5 Connectors and data pipelines to District other source systems such as in OTR, ORA, OFT to aggregate data in data warehouse and have unified view of the transactions;
- C.3.6 Software for provisioning and configuration;
- C.3.7 Ongoing manages services and support;
- C.3.8 Software installation support;

C.3.9 Security and compliance alignment;

C.3.10 Enhanced security and compliance by providing security patches as and when needed, and facility integrate SplashBI with Active Directory via SAML 2.0;

C.3.11 Role-based access control (RBAC) aligned to least-privilege principles;

C.3.12 A mechanism for data to encrypt at rest and in motion;

C.3.13 A tool to connect to data sources (e.g. Oracle Fusion) using service accounts with least privilege.

#### **C.4 CLOUD IMPLEMENTATION**

The Contractor shall provide support for Dev, Test, Prod environment, Constant patches, and new versions.

#### **C.5 PROJECT OVERSIGHT**

The Contractor shall provide the following:

C.5.1 Dedicated project management and reporting from SplashBI Software;

C.5.2 Define deliverables, milestones, and acceptance criteria;

C.5.3 Structure change management process for out-of-scope requests.

#### **C.6 TECHNICAL DELIVERABLES**

C.6.1 The Contractor shall support in creation and configuration of all new Splash BI environments and associated pipelines.

C.6.2 The Contractor shall verify that all SplashBI applications are properly copied from existing environments.

C.6.3 The Contractor shall perform help limited sanity testing on each application and service to verify authentication and validity of the environment.

C.6.4 The Contractor shall provide project management oversight throughout the implementation.

C.6.5 The Contractor shall provide project reporting to DC points of contact as needed.

C.6.6 The Contractor shall ensure support to all connectivity and permissions between existing DC systems and the new cloud environments are established.

C.6.7 The Contractor shall implement all new security requirements, including TCP ports, service account details, and permissions.

C.6.8 The Contractor shall perform vulnerability testing on the hosted environment (to be conducted annually).

**C.7 SERVER REQUIREMENTS**

- C.7.1 The District will host the SplashBI software and deploy the following servers to support the SplashBI software for development, test and production environment:
- a. Development (DEV): Supports configuration, content design, and integration development. It will mirror production software versions and security settings and subset of data.
  - b. Test/QA (TEST): Used for functional, performance, and security testing prior to release. It will mirror production topology and capacity planning at a reduced scale where appropriate and date for testing.
  - c. Production (PROD): System in use and provides end-user analytics services with high availability, resilience, and monitored SLAs.
- C.7.2 The Contractor shall provide the appropriate server software and guidance and support for the deployment.

**SECTION D****PACKAGING AND MARKING****D.1 PACKAGING**

All reports and deliverables that are in “hard copy” and physically transported through the U.S. mail or private courier services are to be securely packaged using the Contractor’s best practices.

**D.2 MARKING**

- D.2.1 Unless otherwise specified herein, all reports and deliverables delivered under this contract must be plainly marked, stating the Contractor’s name, contract number and addressed to the recipient, including the name of the office or floor, and the recipient’s office telephone number as noted in the contract.
- D.2.2 In case of carload lots, the Contractor shall tag the car, stating Contractor’s name and contract number. Any failure to comply with these instructions will place the material at the Contractor’s risk.
- D.2.3 Deliveries by rail, water, truck or otherwise, must be within the working hours and in ample time to allow for unloading and if necessary, the storing of the materials or supplies before closing time. Deliveries at any other time will not be accepted unless specific arrangements have been previously made with the contact person identified in the contract at the delivery point.

## SECTION E

### INSPECTION, ACCEPTANCE AND WARRANTY OF SERVICES

#### E.1 INSPECTION

E.1.1 All supplies and services provided by the Contractor under this contract shall be subject to inspection by the Contracting Officer's Technical Representative ("COTR") identified in Section G.1 (b).

##### E.1.2 Inspection of Supplies

- (a) Definition. "Supplies," as used in this clause, includes, but is not limited to raw materials, components, intermediate assemblies, end products, and lots of supplies.
- (b) The Contractor shall be responsible for the materials or supplies covered by this contract until they are delivered at the designated point, but the Contractor shall bear all risk on rejected materials or supplies after notification of rejection. Upon the Contractor's failure to cure within ten (10) days after date of notification, the District may return the rejected materials or supplies to the Contractor at the Contractor's risk and expense.
- (c) The Contractor shall provide and maintain an inspection system acceptable to the District covering supplies under this contract and shall tender to the District for acceptance only supplies that have been inspected in accordance with the inspection system and have been found by the Contractor to be in conformity with contract requirements. As part of the system, the Contractor shall prepare records evidencing all inspections made under the system and the outcome. These records shall be kept complete and made available to the District during contract performance and for as long afterwards as the contract requires. The District may perform reviews and evaluations as reasonably necessary to ascertain compliance with this paragraph. These reviews and evaluations shall be conducted in a manner that will not unduly delay the contract work. The right of review, whether exercised or not, does not relieve the Contractor of the obligations under this contract.
- (d) The District has the right to inspect and test all supplies called for by the contract, to the extent practicable, at all places and times, including the period of manufacture, and in any event before acceptance. The District will perform inspections and tests in a manner that will not unduly delay the work. The District assumes no contractual obligation to perform any inspection and test for the benefit of the Contractor unless specifically set forth elsewhere in the contract.
- (e) If the District performs inspection or test on the premises of the Contractor or subcontractor, the Contractor shall furnish, and shall require subcontractors to furnish, without additional charge, all reasonable facilities and assistance for the safe and convenient performance of these duties. Except as otherwise provided in the contract, the District will bear the expense of District inspections or tests made at other than Contractor's or subcontractor's premises; provided, that in case of rejection, the District will not be liable for any reduction in the value of inspection or test samples.
  - (1) When supplies are not ready at the time specified by the Contractor for inspection or test, the Contracting Officer may charge to the Contractor the additional cost of inspection or test.
  - (2) Contracting Officer may also charge the Contractor for any additional cost of inspection or test when prior rejection makes re-inspection or retest.
- (f) The District has the right either to reject or to require correction of nonconforming supplies. Supplies are nonconforming when they are defective in material or workmanship

- or otherwise not in conformity with contract requirements. The District may reject nonconforming supplies with or without disposition instructions.
- (g) The Contractor shall remove supplies rejected or required to be corrected. However, the Contracting Officer may require or permit correction in place, promptly after notice, by and at the expense of the Contractor. The Contractor shall not tender for acceptance corrected or rejected supplies without disclosing the former rejection or requirement for correction, and when required, shall disclose the corrective action taken.
  - (h) If the Contractor fails to remove, replace, or correct rejected supplies that are required to be replaced or corrected within ten (10) days, the District may either (1) by contract or otherwise, remove, replace or correct the supplies and charge the cost to the Contractor or (2) terminate the contract for default. Unless the Contractor corrects or replaces the supplies within the delivery schedule, the Contracting Officer may require their delivery and make an equitable price reduction. Failure to agree to a price reduction shall be a dispute.
  - (i) If this contract provides for the performance of District quality assurance at source, and if requested by the District, the Contractor shall furnish advance notification of the time (i) when Contractor inspection or tests will be performed in accordance with the terms and conditions of the contract, and (ii) when the supplies will be ready for District inspection.
  - (j) The District request shall specify the period and method of the advance notification and the District representative to whom it shall be furnished. Requests shall not require more than 2 business days of advance notification if the District representative is in residence in the Contractor's plant, nor more than 7 business days in other instances.
  - (k) The District will accept or reject supplies as promptly as practicable after delivery, unless otherwise provided in the contract. District failure to inspect and accept or reject the supplies shall not relieve the Contractor from responsibility, nor impose liability upon the District, for non-conforming supplies.
  - (l) Inspections and tests by the District do not relieve the Contractor of responsibility for defects or other failures to meet contract requirements discovered before acceptance. Acceptance shall be conclusive, except for latent defects, fraud, gross mistakes amounting to fraud, or as otherwise provided in the contract.
  - (m) If acceptance is not conclusive for any of the reasons in subparagraph (l) hereof, the District, in addition to any other rights and remedies provided by law, or under provisions of this contract, shall have the right to require the Contractor (1) at no increase in contract price, to correct or replace the defective or nonconforming supplies at the original point of delivery or at the Contractor's plant at the Contracting Officer's election, and in accordance with a reasonable delivery schedule as may be agreed upon between the Contractor and the Contracting Officer; provided, that the Contracting Officer may require a reduction in contract price if the Contractor fails to meet such delivery schedule, or (2) within a reasonable time after receipt by the Contractor of notice of defects or noncompliance, to repay such portion of the contract as is equitable under the circumstances if the Contracting Officer elects not to require correction or replacement. When supplies are returned to the Contractor, the Contractor shall bear the transportation cost from the original point of delivery to the Contractor's plant and return to the original point when that point is not the Contractor's plant. If the Contractor fails to perform or act as required in (1) or (2) above and does not cure such failure within a period of 10 days (or such longer period as the Contracting Officer may authorize in writing) after receipt of notice from the Contracting Officer specifying such failure, the District will

have the right to return the rejected materials at Contractor's risk and expense or contract or otherwise to replace or correct such supplies and charge to the Contractor the cost occasioned the District thereby.

### E.1.3 Inspection of Services

- (a) Definition. "Services" as used in this clause includes services performed, workmanship, and material furnished or utilized in the performance of services.
- (b) The Contractor shall provide and maintain an inspection system acceptable to the District covering the services under this contract. Complete records of all inspection work performed by the Contractor shall be maintained and made available to the District during contract performance and for as long afterwards as the contract requires.
- (c) The District has the right to inspect and test all services called for by the contract, to the extent practicable at all times and places during the term of the contract. The District will perform inspections and tests in a manner that will not unduly delay the work.
- (d) If the District performs inspections or tests on the premises of the Contractor or subcontractor, the Contractor shall furnish, without additional charge, all reasonable facilities and assistance for the safety and convenient performance of these duties.
- (e) If any of the services do not conform to the contract requirements, the District may require the Contractor to perform these services again in conformity with contract requirements, at no increase in contract amount. When the defects in services cannot be corrected by performance, the District may require the Contractor to take necessary action to ensure that future performance conforms to contract requirements and reduce the contract price to reflect value of services performed. If the Contractor fails to promptly perform the services again or take the necessary action to ensure future performance in conformity to contract requirements, the District may (1) by contract or otherwise, perform the services and charge the Contractor any cost incurred by the District that is directly related to the performance of such services, or (2) terminate the contract for default.

## E.2 **ACCEPTANCE**

Acceptance of all products and services provided under this contract shall be performed by the COTR. Acceptance means approval by the COTR of specific services as partial or complete performance of the contract.

## E.3 **WARRANTY OF SERVICES**

E.3.1 The time period for this warranty provision is the life of the contract plus all active options and extensions.

E.3.2 Warranty Provision:

- (a) Notwithstanding inspection and acceptance by the District or any provision concerning the conclusiveness thereof, the Contractor warrants that all services performed under this contract will, at the time of acceptance, conform to the requirements of this contract and be free from any known defects in workmanship. The Contracting Officer shall give written notice of any nonconformance to the Contractor or known defect within 30 days from the date of discovery. This notice shall state either:

- (1) That the Contractor shall correct or re-perform any defective or nonconforming services; or
  - (2) That the District does not require correction or reperformance.
- (b) If the Contractor is required to correct or reperform, it shall be at no cost to the District, and any services corrected or reperformed by the Contractor shall be subject to this clause to the same extent as work initially performed. If the Contractor fails or refuses to correct or reperform, the Contracting Officer may, by contract or otherwise, correct or replace with similar services and charge to the Contractor the cost occasioned to the District thereby, or make an equitable adjustment in the contract price.
  - (c) If the District does not require correction or reperformance, the Contracting Officer shall make an equitable adjustment in the contract price.

**SECTION F****PERIOD OF PERFORMANCE AND DELIVERABLES****F.1 TERM OF CONTRACT**

The term of the contract shall be for a period of one year from the Contract Effective Date.

**F.2 OPTION TO EXTEND THE TERM OF THE CONTRACT**

F.2.1 The District may extend the term of this contract for a period of two (2) one-year option periods, or successive fractions thereof, by written notice to the Contractor before the expiration of the contract; provided that the District will give the Contractor preliminary written notice of its intent to extend before the contract expires. The preliminary notice does not commit the District to an extension. The exercise of this option is subject to the availability of funds at the time of the exercise of this option.

F.2.2 If the District exercises this option, the extended contract shall be considered to include this option provision.

F.2.3 The price for the option period shall be as specified in Section B of the contract.

**F.3 DELIVERABLES**

F.3.1 The Contractor shall perform the activities required to successfully complete the District's requirements and submit each deliverable to the COTR identified in Section G in accordance with Section C.

**SECTION G****CONTRACT ADMINISTRATION****G.1 CONTRACT ADMINISTRATORS****(a) Contracting Officer**

- i. The Contracting Officer (or “CO”) for this contract is:

Anthony A. Stover, CPPO  
Contracting Officer  
Office of the Chief Financial Officer  
1100 4<sup>th</sup> St. SW Suite E620  
Washington, DC 20024  
Telephone: (202) 442-7122  
Fax: 202-442-6454  
E-mail address: Anthony.stover@dc.gov

- ii. The Contracting Officer is the only official authorized to legally bind the District and make changes to the requirements, terms and conditions of this contract. Only the Contracting Officer can increase, decrease, extend or terminate this contract. All other changes are unauthorized.
- iii. The Contractor shall not comply with any order, directive or request that changes or modifies the requirements of this contract, unless issued in writing and signed by the Contracting Officer.
- iv. In the event the Contractor effects any change at the instruction or request of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any cost increase incurred as a result thereof.

**(b) Contracting Officer Technical Representative (COTR)**

- i. The COTR for this contract is:

Lisa Pierson  
Contracting Officer Technical Representative (COTR)  
Office of the Chief Information Officer (OCIO)  
1100 4th St. SW E620 Washington, DC 20024  
(202) 442-6352  
lisa.pierson@dc.gov

- ii. The COTR is responsible for general administration of the contract and advising the Contracting Officer as to the Contractor’s compliance or noncompliance with the contract. The COTR has the responsibility of ensuring the work conforms to the

requirements of the contract and such other responsibilities and authorities as may be specified in the contract. These include:

- a. Keeping the Contracting Officer fully informed of any technical or contractual difficulties encountered during the performance period and advising the Contracting Officer of any potential problem areas under the contract;
  - b. Coordinating site entry for Contractor personnel, if applicable;
  - c. Reviewing invoices for completed work and approving invoices if the Contractor's costs are consistent with the negotiated amounts and progress is satisfactory and commensurate with the rate of expenditure;
  - d. Reviewing and approving invoices for deliverables to ensure receipt of goods and services.
  - e. Timely processing of invoices and vouchers in accordance with the District's payment provisions; and
  - f. Maintaining a file that includes all contract correspondence, modifications, records of inspections and invoice or vouchers.
- iii. The COTR does NOT have the authority to:
- a. Award, agree to, or sign any contract, delivery order or task order. Only the Contracting Officer shall make contractual agreements, commitments or modifications;
  - b. Grant deviations from or waive any of the terms and conditions of the contract;
  - c. Increase the dollar limit of the contract or authorize work beyond the dollar limit of the contract,
  - d. Authorize the expenditure of funds by the Contractor;
  - e. Change the period of performance; or
  - f. Authorize the use of District property, except as specified under the contract.
- iv. The Contractor will be fully responsible for any changes not authorized in advance, in writing, by the Contracting Officer; may be denied compensation or other relief for any additional work performed that is not so authorized; and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

## **G.2 INVOICE PAYMENT**

- G.2.1 The District will make payments to the Contractor, upon the submission of proper invoices, at the prices stipulated in this contract, for supplies delivered and accepted or services performed and accepted, less any discounts, allowances or adjustments provided for in this contract.
- G.2.2 The District will pay the Contractor on or before the 30<sup>th</sup> day after receiving a proper invoice from the Contractor. The District reserves the right to conduct post payment reviews or audits.
- G.2.3 Unless otherwise specified in this contract, and with presentation of a properly executed invoice:

- a) Payment will be made on completion and acceptance of each item for which the price is stated in the Pricing Schedule in Section B,
- b) Payment will be made on completion and acceptance of each percentage or milestone of work in accordance with the prices stated in the Pricing Schedule in Section B, or
- c) Payment may be made on partial deliveries of goods and services accepted by the District if the Contractor requests it and the amount due on the deliveries warrants it as determined by the District.

### **G.3 INVOICE SUBMITTAL**

- G.3.1** The Contractor shall create and submit payment requests in an electronic format through the DC Vendor Portal, <https://vendorportal.dc.gov>
- G.3.2** The Contractor shall submit proper invoices on a monthly basis or as otherwise specified in Section G.4.
- G.3.3** To constitute a proper invoice, the Contractor shall enter all required information into the Portal after selecting the applicable purchase order number which is listed on the Contractor's profile.

### **G.4 THE QUICK PAYMENT ACT**

#### **G.4.1 Interest Penalties to Contractors**

- G.4.1.1** The District will pay interest penalties on amounts due to the Contractor under the Quick Payment Act, D.C. Official Code § 2-221.01 *et seq.*, as amended, for the period beginning on the day after the required payment date and ending on the date on which payment of the amount is made. Interest shall be calculated at the rate of at least 1% per month. No interest penalty shall be paid if payment for the completed delivery of the item of property or service is made on or before the required payment date. The required payment date shall be:
  - G.4.1.1.1** The date on which payment is due under the terms of this contract is 30 calendar days, excluding legal holidays, after receipt of a proper invoice for the amount of the payment due.
- G.4.1.2** No interest penalty shall be due to the Contractor if payment for the completed delivery of goods or services is made on or before the 15<sup>th</sup> day after any other required payment date.
- G.4.1.3** Any amount of an interest penalty which remains unpaid at the end of any 30-day period shall be added to the principal amount of the debt and thereafter interest penalties shall accrue on the added amount.

#### **G.4.2 Payments to Subcontractors**

- G.4.2.1** The Contractor shall take one of the following actions within seven (7) days of receipt of any amount paid to the Contractor by the District for work performed by any subcontractor under the contract:

- G.4.2.1.1 Pay the subcontractor(s) for the proportionate share of the total payment received from the District that is attributable to the subcontractor(s) for work performed under the contract; or
- G.4.2.1.2 Notify the CO and the subcontractor(s), in writing, of the Contractor's intention to withhold all or part of the subcontractor's payment and state the reason for the nonpayment.
- G.4.2.2 The Contractor shall pay subcontractors or suppliers interest penalties on amounts due to the subcontractor or supplier beginning on the day after the payment is due and ending on the date on which the payment is made. Interest shall be calculated at the rate of at least 1% per month. No interest penalty shall be paid on the following if payment for the completed delivery of the item of property or service is made on or before the 15<sup>th</sup> day after any other required payment date.
- G.4.2.3 Any amount of an interest penalty which remains unpaid by the Contractor at the end of any 30-day period shall be added to the principal amount of the debt to the subcontractor and thereafter interest penalties shall accrue on the added amount.
- G.4.2.4 A dispute between the Contractor and subcontractor relating to the amounts or entitlement of a subcontractor to a payment or a late payment interest penalty under the Quick Payment Act does not constitute a dispute to which the District is a party. The District may not be interpleaded in any judicial or administrative proceeding involving such a dispute.

#### **G.4.3 Subcontract requirements**

- G.4.3.1 The Contractor shall include in each subcontract under this contract a provision requiring the subcontractor to include in its contract with any lower-tier subcontractor or supplier the payment and interest clauses required under paragraphs (1) and (2) of D.C. Official Code § 2-221.02(d).
- G.4.3.2 The Contractor shall include in each subcontract under this contract a provision that obligates the Contractor, at the election of the subcontractor, to participate in negotiation or mediation as an alternative to administrative or judicial resolution of a dispute between them.

#### **G.5 ASSIGNMENT OF CONTRACT PAYMENTS**

- G. 5.1 The Contractor may assign funds due or to become due as a result of the performance of this contract to a bank, trust company, or other financing institution.
- G.5.2 Any assignment shall cover all unpaid amounts payable under this contract, and shall not be made to more than one party.
- G.5.3 Notwithstanding an assignment of contract payments, the Contractor, not the assignee, is required to prepare invoices. Where such an assignment has been made, the original copy of the invoice must refer to the assignment and must show that payment of the invoice is to be made directly to the assignee as follows:

*“Pursuant to the instrument of assignment dated \_\_\_\_\_, make payment of this invoice to (name and address of assignee).”*

**SECTION H****SPECIAL CONTRACT REQUIREMENTS****H.1 STAFFING**

The Contractor shall not employ or permit the employment of any unfit or unqualified person or persons not skilled in the tasks assigned to them by the contractor. The Contractor shall at all times employ sufficient labor to carry out functions and services in the manner and time prescribed by the Contract. The Contractor shall be responsible to the District for all acts and omissions of the Contractor's employees, agents and subcontractors and the Contractor shall enforce strict discipline among the Contractor's employees, agents and subcontractors performing the services under the Contract. Employees, agents and subcontractors of the Contractor shall, at the written request of the District, and within the District's sole discretion, be removed immediately by the Contractor from work relating to the Contract.

**H.2 SUBCONTRACTS**

The Contractor hereunder shall not subcontract any of the Contractor's work or services to any subcontractor without the prior, written consent of the Contracting Officer in consultation with the COTR. Any such subcontract shall specify that the Contractor and the subcontractor shall be subject to every provision of this Contract. Notwithstanding any such subcontract approved by the District, the Contractor shall remain liable to the District for all Contractor's work and services required hereunder, including any work conducted by a subcontractor.

**H.3 RESERVED****H.4 WARRANTIES**

- H.4.1 The Contractor warrants and agrees that it is lawfully organized and constituted under all federal, state and local laws, ordinances and other authorities of its domicile and is otherwise in full compliance with all legal requirements of its domicile.
- H.4.2 The Contractor warrants and agrees that it is of legal authority and capacity to enter into and perform under the Contract, and that it has the financial ability to perform its obligations under such Contract.
- H.4.3 The Contractor warrants and agrees that it has been duly authorized to operate and do business in all places where it will be required to do business under the Contract that it has obtained or will obtain all necessary licenses and permits required in connection with such Contract; and that it will comply with all applicable laws, decrees, labor standards and regulations of its domicile and wherever performance occurs during the term of such Contract.
- H.4.4 The Contractor warrants and agrees that it has no present interest and shall not acquire any interest which would conflict in any manner with its duties and obligations under the Contract.
- H.4.5 The Contractor warrants and agrees that all systems analysis, systems design and programming pursuant to the Contract or for use in its performance there under has been and shall be prepared or done in a high quality, professional and competent manner using only qualified personnel.

- H.4.6 The Contractor further represents and warrants that all programs implemented in its performance under the contract shall meet the performance standards required there under and shall correctly and accurately perform their intended functions on the equipment supplied by the District or Contractor.
- H.4.7 The Contractor warrants and agrees that all services provided by it under the Contract shall be performed in a prompt, quality, professional and competent manner using only qualified personnel.
- H.4.8 The Contractor warrants and agrees that it will not take any action inconsistent with any of the terms, conditions, agreements, or covenants set forth in this Contract without the express written consent of the District.
- H.4.9 The Contractor warrants and agrees that it shall keep all equipment in good condition and repair, and shall not permit anything to be done that may materially impair the value thereof. The Contractor shall use such equipment only in the ordinary course of its performance under the Contract and shall not permit such equipment to be used in violation of any applicable law, regulation or policy of insurance. The Contractor agrees to develop a maintenance and replacement schedule subject to approval by the District and agrees to comply with that schedule.
- H.4.10 The Contractor warrants and agrees that it shall not sell, assign, lease, transfer, pledge, hypothecate, or otherwise dispose of any component of any goods, system proposed in the Contract or any interest therein, or permit any of it to become a fixture or accession to other goods or property without the prior written consent of the District.

## **H.5 DISCLOSURE OF LITIGATION**

The Contractor shall provide complete disclosure of any material civil or criminal litigation or indictment either threatened or pending involving the Contractor. The Contractor shall also disclose any material litigation threatened or pending for subcontractors, consultants, and/or lobbyists. For purposes of this section, material refers to any action or pending action that a reasonable person knowledgeable in the industry would consider relevant or any development such a person would want to be aware of in order to stay fully apprised of the total mix of information relevant to the industry and its operations. This is a continuing disclosure requirement; any litigation commencing after submission of a response to a solicitation or execution of a contract shall be disclosed in a written statement within fifteen (15) days of its occurrence. The Contractor shall be required to file with the District comprehensive monthly reports regarding all threatened or pending litigation involving the Contractor's District of Columbia operations and all threatened or pending litigation that may be considered material to the overall operations of the Contractor.

## **H.6 CONTINUITY OF SERVICES**

The Contractor recognizes that the services provided under this contract are vital to the District of Columbia and must be continued without interruption and that, upon contract expiration or termination, a successor, either the District Government or another contractor, at the District's option, may continue to provide these services. If another contractor is awarded a future contract for performance of the required services, the original Contractor shall cooperate with the District

and the new contractor in any transition activities that the Contracting Officer deems necessary during the term of the contract. To that end, the Contractor agrees to exercise reasonable efforts and cooperation to effect an orderly and efficient transition to a successor.

## **H.7 BACKGROUND INVESTIGATIONS AND OTHER INTEGRITY REQUIREMENTS**

- H.7.1 The District may initiate investigations into the backgrounds of any of the Contractor's officers, principals, investors, owners, employees, vendors, subcontractors, or subcontractors' officers, principals, owners, employees or vendors, or any other associates of the Contractor(s) it deems appropriate. Such background investigations may include the completion of certain documents, and fingerprint identification by appropriate law enforcement agencies.
- H.7.2 The Contractor agrees that, during the term of the Contract and any renewal thereof, it shall be obligated to provide such information about its officers, directors, employees and owners, as well as all information about its subcontractors' officers, directors, employees and owners, as the District may prescribe. The Contractor also agrees that the District may conduct background investigations of such persons.
- H.7.3 The District may also require that contractors (1) fully cooperate with official inquiries by responding to questions truthfully and under oath when required, whether orally or in writing, (2) provide documents and other information of official interest, and (3) attend integrity training.
- H.7.4 To advise Contractor individuals of the high expectation of integrity, in addition to Attachment J.2, Doing Business with Integrity, all Contractor personnel, including direct or indirect employees and any employed by a subcontractor, assigned to the Contract shall be subject to annually attend the OCFO/OIO Integrity and Ethics Training at the District's direction. The training may be in-person and last up to four hours or may be web-based and last up to two hours.

## **H.8 DIVERSION, REASSIGNMENT AND REPLACEMENT OF KEY PERSONNEL**

The key personnel specified in the contract are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified key personnel for any reason, the Contractor shall notify the CO at least thirty (30) calendar days in advance and shall submit justification, including proposed substitutions, in sufficient detail to permit evaluation of the impact upon the contract. The Contractor shall obtain written approval of the CO for any proposed substitution of key personnel.

## **H.9 ADVISORY AND ASSISTANCE SERVICES**

This contract is a "non-personal services contract". The Contractor and the Contractor's employees: (1) shall perform the services specified herein as independent contractors, not as employees of the government; (2) shall be responsible for their own management and administration of the work required and bear sole responsibility for complying with any and all technical, schedule, financial requirements or constraints attendant to the performance of this contract; (3) shall be free from supervision or control by any government employee with respect to the manner or method of performance of the service specified; but (4) shall, pursuant to the government's right and obligation to inspect, accept or reject work, comply with such general

direction of the CO, or the duly authorized representative of the CO as is necessary to ensure accomplishment of the contract objectives.

#### **H.10 OCFO/OCIO CYBERSECURITY AWARENESS TRAINING**

In the OCFO's ongoing effort to protect OCFO data, networks and computers against cyber attackers all Contractor personnel, including direct or indirect employees and any employed by a subcontractor, assigned to the Contract shall take and must pass the OCFO/OCIO Cybersecurity Awareness Training at the District's direction. The training is web-based, designed to heighten cybersecurity awareness so that the OCFO is less likely to become a victim of cybercrimes. The training is typically completed in one to two hours. The training shall be taken and must be passed annually by all Contractor personnel, during the term of the Contract.

**SECTION I****CONTRACT CLAUSES****I.1 LAWS AND REGULATIONS INCORPORATED BY REFERENCE**

To the extent applicable, the provisions of the following acts, together with the provisions of applicable regulations made pursuant to said acts are hereby incorporated by reference into this contract; together with the laws and regulations of the District of Columbia:

- A. Contract Work Standards Act of August 13, 1962, also known as the Contract Work Hours and Safety Standards Act of 1962, 76 Stat. 357-360.
- B. Buy American Act, Act of March 3, 1983, c.212, Title III, 47 Stat. 1520, as amended.
- C. Walsh-Healy Public Contracts Act, Act of June 30, 1936, c.881, 49 Stat. 2036, as amended. (Applies only when contract is \$10,000 or more).
- D. Mayor's Order 85-85, dated June 10, 1985, as amended, entitled: "Compliance with Equal Opportunity Obligations in Contracts."
- E. Public Law 93-112, Rehabilitation Act of 1973, Section 504, as amended.
- F. Mayor's Order 83-265, dated November 9, 1983 entitled: Employment Agreement Goals and Objectives for all District of Columbia Projects."
- G. D.C. Law 5-93, dated May 9, 1984, the First Source Employment Agreement Act of 1984.
- H. Protecting Pregnant Workers Fairness Act of 2016, D.C. Official Code § 32-1231.01 et seq. (PPWF Act).
- I. Unemployed Anti-Discrimination Act of 2012, D.C. Official Code § 32-1361 et seq.
- J. Fair Criminal Record Screening Amendment Act of 2014, effective December 17, 2014 (D.C. Law 20-152)

**I.2 – I.15 RESERVED****I.16 NON-DISCLOSURE AGREEMENT**

- A. The Contractor shall maintain as confidential, and shall not disclose to third parties without the District's prior written consent, any District information including, but not limited to, the District's business activities, practices, systems, conditions, products, services, public information and education plans and related materials, and game and marketing plans.
- B. The Contractor shall at all times obtain the prior written approval from the Contracting Officer before it, any of its officers, agents, employees or subcontractors, either during or after expiration or termination of the contract, make any statement, or issue any material,

for publication through any medium of communication, bearing on the work performed or data collected under this contract.

- C. No information regarding the Contractor's performance of the contract shall be disclosed by the Contractor to anyone other than District Government officials unless written approval is obtained in advance from the Contracting Officer.
- D. The District shall ensure that its personnel do not disclose to any non-District person or organization information concerning the process the Contractor uses to provide services under the awarded contract.
- E. The Contractor, including its officers, agents, employees, and subcontractors, is expressly prohibited from inputting, uploading, or otherwise disclosing any District information into AI tools or any other publicly accessible artificial intelligence or machine-learning platforms. The use of such tools constitutes public disclosure and is strictly prohibited. All District information must be handled in a secure manner consistent with this Contract and may only be processed using systems approved in writing by the District.

#### **I.17 GOVERNMENT PROPERTY**

Contractor use of Government property shall be governed by Chapter 41 of Title 27 of the D.C. Municipal Regulations.

#### **I.18 RIGHTS IN DATA**

##### **A. Definitions**

1. “Products” - A deliverable under any contract that may include commodities, services and/or technology furnished by or through Contractor, including existing and custom Products, such as, but not limited to: a) recorded information, regardless of form or the media on which it may be recorded; b) document research; c) experimental, developmental, or engineering work;; e) components of the hardware environment; f) printed materials (including but not limited to training manuals, system and user documentation, reports, drawings); g) third party software; h) modifications, customizations, custom programs, program listings, programming tools, data, modules, components; and i) any intellectual property embodied therein, whether in tangible or intangible form, including but not limited to utilities, interfaces, templates, subroutines, algorithms, formulas, source code, and object code.
2. “Existing Products” - Tangible Products and intangible licensed Products that exist prior to the commencement of work under the contract.
3. “Custom Products” – Products (but not the actual software belonging to Contractor), preliminary, final or otherwise, which are created or developed by Contractor, its subcontractors, partners, employees, resellers or agents for the District under the contract.
4. “District” – The District of Columbia and its agencies.

**B. Title to Project Deliverables**

The Contractor acknowledges that it is commissioned by the District to perform services detailed in the contract. The District shall have ownership and rights for the duration set forth in the contract to use, copy, modify, distribute, or adapt Products as follows:

1. Existing Products: Title to all Existing Products, whether or not embedded in, delivered or operating in conjunction with hardware or Custom Products, shall: (1) remain with Contractor or third-party proprietary owner, who retains all rights, title and interest (including patent, trademark or copyrights). Effective upon payment, the District is granted a non-exclusive, worldwide, paid-up (for the relevant period), non-sublicensable, non-transferable license to use, execute, [reproduce], display, perform, [adapt] (unless Contractor advises the District as part of Contractor's proposal that adaptation will violate existing agreements or statutes and Contractor demonstrates such to the District's satisfaction) and distribute Existing Product to District users up to the license capacity stated in the contract with all license rights necessary to fully effect the general business purpose(s) of the project or work plan or contract; and (2) be licensed in the name of the District. The District agrees to reproduce the copyright notice and any other legend of ownership on any copies authorized under this paragraph.

2. Custom Products: Effective upon Product creation, Contractor hereby conveys, assigns, and transfers to the District the sole and exclusive rights, title and interest in Custom Product(s), whether preliminary, final or otherwise, including all patent, trademark and copyrights. Contractor hereby agrees to take all necessary and appropriate steps to ensure that the Custom Products are protected against unauthorized copying, reproduction and marketing by or through Contractor.

**C. Transfers or Assignments of Existing or Custom Products by the District**

The District may transfer or assign Existing or Custom Products and the licenses thereunder to another District agency. Nothing herein shall preclude the Contractor from otherwise using the related or underlying general knowledge, skills, ideas, concepts, techniques and experience developed under a project or work plan in the course of Contractor's business.

**D. Subcontractor Rights**

Whenever any data, including computer software, are to be obtained from a subcontractor under the contract, the Contractor shall use this clause, **Rights in Data**, in the subcontract, without alteration, and no other clause shall be used to enlarge or diminish the District's or the Contractor's rights in that subcontractor data or computer software which is required for the District.

**E. Source Code Escrow**

1. For all computer software furnished to the District with the rights specified in section B.2, the Contractor shall furnish to the District, a copy of the source code with such rights of the scope as specified in section B.2 of this clause. For all computer software furnished to the District with the restricted rights specified in section B.1 of this clause, the District, if the Contractor either directly or through a successor or affiliate shall cease to provide the maintenance or warranty services provided the District under the contract or any paid-up maintenance agreement, or if the Contractor should be declared insolvent by a court of competent jurisdiction, shall have the right to obtain, for its own and sole use only, a single copy of the current version of the source code supplied under the contract, and a single copy of the documentation associated therewith, upon payment to the person in control of the source code the reasonable cost of making each copy. To the extent the District elects to use a third-party software escrow company, the costs of doing so shall be borne by the District and the parties shall enter into a mutually agreeable software escrow agreement.

2. If the Contractor or Product manufacturer/developer of software furnished to the District with the rights specified in section B.1 of this clause offers the source code or source code escrow to any other commercial customers, the Contractor shall either: (1) provide the District with the source code for the Product; (2) place the source code in a third party escrow arrangement with a designated escrow agent who shall be named and identified to the District, and who shall be directed to release the deposited source code in accordance with a standard escrow arrangement acceptable to the District; or (3) will certify to the District that the Product manufacturer/ developer has named the District as a named beneficiary of an established escrow arrangement with its designated escrow agent who shall be named and identified to the District, and who shall be directed to release the deposited source code in accordance with the terms of escrow.

3. The Contractor shall update the source code, as well as any corrections or enhancements to the source code, for each new release of the Product in the same manner as provided above and certify such updating of escrow to the District in writing.

**F. Indemnification and Limitation of Liability**

The Contractor shall indemnify and hold harmless the District, its officers, agents and employees acting within the scope of their official duties against any liability, including costs and expenses, (i) for violation of proprietary rights, copyrights, , arising out of the delivery, performance, use or disposition of any software furnished under this contract, or (ii) based upon any software furnished under this contract, or based upon libelous or other unlawful matter contained in such software.

**I.19 PATENTS**

The Contractor shall hold the District, its officers, agents, servants and employees harmless from liability of any nature or kind, including costs, expenses, for or on account of any patented or unpatented invention, article, process, or appliance, manufactured or used in the performance of this contract, including their use by the District, unless otherwise specifically stipulated in this contract.

**I.20 RESERVED****I.21 APPROPRIATION OF FUNDS**

The District's liability under this contract is contingent upon the future availability of appropriated monies with which to make payment for the contract purposes. The legal liability on the part of the District for payment of any money shall not arise unless and until such monies shall have been provided. The District's obligation to pay under this contract is subject to the provisions of (i) the federal Anti-Deficiency Act, 31 U.S.C. §§1341, 1342, 1349, 1351; (ii) the District of Columbia Anti-Deficiency Act, D.C. Official Code §§ 47-355.01 – 355.08 (2001); (iii) D.C. Official Code § 47-105 (2001); and (iv) D.C. Official Code § 1-204.46 (2001), as the foregoing statutes may be amended from time to time. Any expenditures under the contract in excess of the encumbered budget authority are subject to appropriation or additional budget authority.

**I.22 MULTIYEAR CONTRACT**

If funds are not appropriated or otherwise made available for the continued performance in a subsequent year of a multiyear contract, the contract for the subsequent year shall be terminated, either automatically or in accordance with the termination clause of this contract. Unless otherwise provided for in this contract, the effect of termination is to discharge both the District and the Contractor from future performance of the Contract, but not from their existing obligations. The Contractor shall be reimbursed for the reasonable value of any nonrecurring costs incurred, but not amortized in the price of the supplies or services delivered under the Contract.

**I.23 RESERVED****I.24 CONTRACTS IN EXCESS OF \$1 MILLION DOLLARS**

Any contract in excess of one million dollars (\$1,000,000) within a 12-month period shall not be binding or give rise to any claim or demand against the District unless first approved by the Council of the District of Columbia and signed by the Contracting Officer.

**I.25 CONTRACTS THAT CROSS FISCAL YEARS**

Continuation of this contract beyond the current fiscal year is contingent upon future fiscal appropriations.

**I.26 RESERVED**

**I.27 AMERICANS WITH DISABILITIES ACT OF 1990 (“ADA”)**

During the performance of the contract, the Contractor and any of its subcontractors shall comply with the ADA. The ADA makes it unlawful to discriminate in employment against a qualified individual with a disability. See 42 U.S.C. § 12101 et seq.

**I.28 FREEDOM OF INFORMATION ACT (“FOIA”)**

The District of Columbia’s Freedom of Information Act, at D.C. Official Code § 2-532 (a)(3), requires the District to make available for inspection and copying any record produced or collected pursuant to a District contract with a private contractor to perform a public function, to the same extent as if the record were maintained by the agency on whose behalf the contract is made. If the Contractor receives a request for such information, the Contractor shall immediately send the request to the COTR designated in subsection G.1 who will provide the request to the FOIA Officer for the agency with programmatic responsibility in accordance with the D.C. Freedom of Information Act. If the agency with programmatic responsibility receives a request for a record maintained by the Contractor pursuant to the contract, the COTR will forward a copy to the Contractor. In either event, the Contractor is required by law to provide all responsive records to the COTR within the timeframe designated by the COTR. The FOIA Officer for the agency with programmatic responsibility will determine the releasability of the records. The District will reimburse the Contractor for the costs of searching and copying the records in accordance with D.C. Official Code § 2-532 and Chapter 4 of Title 1 of the *D.C. Municipal Regulations*.

**I.29 RESERVED****I.30 INSURANCE**

- A. GENERAL REQUIREMENTS. The Contractor at its sole expense shall procure and maintain, during the entire period of performance under this contract, the types of insurance specified below. The Contractor shall have its insurance broker or insurance company submit a Certificate of Insurance to the CO giving evidence of the required coverage prior to commencing performance under this contract. In no event shall any work be performed until the required Certificates of Insurance signed by an authorized representative of the insurer(s) have been provided to, and accepted by, the CO. All insurance shall be written with financially responsible companies authorized to do business in the District of Columbia or in the jurisdiction where the work is to be performed and have an A.M. Best Company rating of A- / VII or higher. The Contractor shall require all of its subcontractors to carry the same insurance required herein.

All required policies shall contain a waiver of subrogation provision in favor of the Government of the District of Columbia.

The Government of the District of Columbia shall be included in all policies required hereunder to be maintained by the Contractor and its subcontractors (except for workers’ compensation, professional liability and crime) as an additional insureds for claims against The Government of the District of Columbia relating to this contract, with the understanding that any affirmative obligation imposed upon the insured Contractor or its subcontractors (including without

limitation the liability to pay premiums) shall be the sole obligation of the Contractor or its subcontractors, and not the additional insured. The additional insured status under the Contractor's and its subcontractors' Commercial General Liability insurance policies shall be effected using the ISO Additional Insured Endorsement form CG 20 10 11 85 (or CG 20 10 07 04 **and** CG 20 37 07 04) or such other endorsement or combination of endorsements providing coverage at least as broad and approved by the CO in writing. The Contractor and its subcontractors' liability policies (except for workers' compensation, professional liability, and crime) shall be endorsed using ISO form CG 20 01 04 13 or its equivalent so as to indicate that such policies provide primary coverage (without any right of contribution by any other insurance, reinsurance or self-insurance, including any deductible or retention, maintained by an Additional Insured) for all claims against the additional insured arising out of the performance of this Statement of Work by the Contractor or its subcontractors, or anyone for whom the Contractor or its subcontractors may be liable. These policies shall include a separation of insureds clause applicable to the additional insured.

If the Contractor and/or its subcontractors maintain broader coverage and/or higher limits than the minimums shown below, the District requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Grantee and subcontractors.

1. Commercial General Liability Insurance ("CGL") - The Contractor shall provide evidence satisfactory to the CO with respect to the services performed that it carries a CGL policy, written on an occurrence (not claims-made) basis, on Insurance Services Office, Inc. ("ISO") form CG 00 01 04 13 (or another occurrence-based form with coverage at least as broad and approved by the CO in writing), covering liability for all ongoing and completed operations of the Contractor, including ongoing and completed operations under all subcontracts, and covering claims for bodily injury, including without limitation sickness, disease or death of any persons, injury to or destruction of property, including loss of use resulting therefrom, personal and advertising injury, and including coverage for liability arising out of an Insured Contract (including the tort liability of another assumed in a contract) and acts of terrorism (whether caused by a foreign or domestic source). Such coverage shall have limits of liability of not less than \$1,000,000 each occurrence, a \$2,000,000 general aggregate (including a per location or per project aggregate limit endorsement, if applicable) limit, a \$1,000,000 personal and advertising injury limit, and a \$2,000,000 products-completed operations aggregate limit.
2. Automobile Liability Insurance - The Contractor shall provide evidence satisfactory to the CO of commercial (business) automobile liability insurance written on ISO form CA 00 01 10 13 (or another form with coverage at least as broad and approved by the CO in writing) including coverage for all owned, hired, borrowed and non-owned vehicles and equipment used by the Contractor, with minimum per accident limits equal to the greater of (i) the limits set forth in the Contractor's commercial automobile liability policy or (ii) \$1,000,000 per occurrence combined single limit for bodily injury and property damage.
3. i) Workers' Compensation Insurance - The Contractor shall provide evidence satisfactory to the CO of Workers' Compensation insurance in accordance with the statutory mandates of the District of Columbia or the jurisdiction in which the contract is performed.

- ii) Employer's Liability Insurance - The Contractor shall provide evidence satisfactory to the CO of employer's liability insurance as follows: \$500,000 per accident for injury; \$500,000 per employee for disease; and \$500,000 for policy disease limit.
- iii) All insurance required by this paragraph 3 shall include a waiver of subrogation endorsement for the benefit of Government of the District of Columbia.
4. Crime Insurance (3rd Party Indemnity) - The Contractor shall provide a Crime policy including 3<sup>rd</sup> party fidelity to cover the dishonest acts of Contractor, its employees and/or volunteers which result in a loss to the District. The policy shall provide a limit of \$1,000,000 in aggregate.
5. Cyber Liability Insurance - The Contractor shall provide evidence satisfactory to the Contracting Officer of Cyber Liability Insurance, with limits not less than \$5,000,000 per occurrence or claim, \$5,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Contractor in this agreement and shall include, but not limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations. This insurance requirement will be considered met if the general liability insurance includes an affirmative cyber endorsement for the required amounts and coverages. Shared limits with the Professional Liability coverage will be acceptable.
6. Employment Practices Liability - The Contractor shall provide evidence satisfactory to the Contracting Officer with respect to the operations performed to cover the defense of claims arising from employment related wrongful acts including but not limited to: Discrimination, Sexual Harassment, Wrongful Termination, or Workplace Torts, whether between employees of contractor or against third parties. The Contractor shall indemnify and defend the District of Columbia should it be named co-defendant or be subject to or party of any related claim.
7. Professional Liability Insurance (Errors & Omissions) - The Contractor shall provide Professional Liability Insurance (Errors and Omissions) to cover liability resulting from any error or omission in the performance of professional services under this Contract. The policy shall provide limits of \$5,000,000 per claim or per occurrence for each wrongful act and \$5,000,000 annual aggregate. The Contractor warrants that any applicable retroactive date precedes the date the Contractor first performed any professional services for the Government of the District of Columbia and that continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least ten years after the completion of the professional services. Shared limits with the Cyber Liability coverage will be acceptable.
8. Commercial Umbrella or Excess Liability - The Contractor shall provide evidence satisfactory to the CO of commercial umbrella or excess liability insurance with minimum limits equal to the greater of (i) the limits set forth in the Contractor's umbrella or excess

liability policy or (ii) \$5,000,000 per occurrence and \$5,000,000 in the annual aggregate, following the form and in excess of all liability policies. **All** liability coverages must be scheduled under the umbrella and/or excess policy. The insurance required under this paragraph shall be written in a form that annually reinstates all required limits. Coverage shall be primary to any insurance, self-insurance or reinsurance maintained by the District and the “other insurance” provision must be amended in accordance with this requirement and principles of vertical exhaustion.

**B. PRIMARY AND NONCONTRIBUTORY INSURANCE.**

The insurance required herein shall be primary to and will not seek contribution from any other insurance, reinsurance or self-insurance including any deductible or retention, maintained by the Government of the District of Columbia.

**C. DURATION.** The Contractor shall carry all required insurance until all contract work is accepted by the District of Columbia and shall carry listed coverages for ten years for construction projects following final acceptance of the work performed under this contract and two years for non-construction related contracts.

**D. LIABILITY.** These are the required minimum insurance requirements established by the District of Columbia. **HOWEVER, THE REQUIRED MINIMUM INSURANCE REQUIREMENTS PROVIDED ABOVE WILL NOT IN ANY WAY LIMIT THE CONTRACTOR’S LIABILITY UNDER THIS CONTRACT.**

**E. CONTRACTOR’S PROPERTY.** Contractor and subcontractors are solely responsible for any loss or damage to their personal property, including but not limited to tools and equipment, scaffolding and temporary structures, rented machinery, or owned and leased equipment. A waiver of subrogation shall apply in favor of the District of Columbia.

**F. MEASURE OF PAYMENT.** The District shall not make any separate measure or payment for the cost of insurance and bonds. The Contractor shall include all of the costs of insurance and bonds in the contract price.

**G. NOTIFICATION.** The Contractor shall ensure that all policies provide that the CO shall be given thirty (30) days prior written notice in the event of coverage and / or limit changes or if the policy is canceled prior to the expiration date shown on the certificate. The Contractor shall provide the CO with ten (10) days prior written notice in the event of non-payment of premium. The Contractor will also provide the CO with an updated Certificate of Insurance should its insurance coverages renew during the contract.

**H. CERTIFICATES OF INSURANCE.** The Contractor shall submit certificates of insurance giving evidence of the required coverage as specified in this section prior to commencing work. Certificates of insurance must reference the corresponding contract number. Evidence of insurance shall be submitted as directed in the District’s notification of award to the Contractor. The CO may request and the Contractor shall promptly deliver updated certificates of insurance, endorsements indicating the required coverages, and/or other evidence of the insurance policies. If the insurance initially obtained by the Contractor expires prior to completion of the contract, renewal certificates of insurance and additional insured and other

endorsements shall be furnished to the CO prior to the date of expiration of all such initial insurance. For all coverage required to be maintained after completion, an additional certificate of insurance evidencing such coverage shall be submitted to the CO on an annual basis as the coverage is renewed (or replaced).

- I. DISCLOSURE OF INFORMATION. The Contractor agrees that the District may disclose the name and contact information of its insurers to any third party which presents a claim against the District for any damages or claims resulting from or arising out of work performed by the Contractor, its agents, employees, servants or subcontractors in the performance of this contract.
- J. CARRIER RATINGS. All Contractor's and its subcontractors' insurance required in connection with this contract shall be written by insurance companies with an A.M. Best Insurance Guide rating of at least A- VII (or the equivalent by any other rating agency) and licensed in the in the District.

### **I.31 RESERVED**

### **I.32 COVENANT AGAINST CONTINGENT FEES**

The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure the contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty, the District will have the right to terminate the contract without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of the commission, percentage, brokerage, or contingent fee.

### **I.33 HEALTH AND SAFETY STANDARDS**

Items delivered under this contract shall conform to all requirements of the Occupational Safety and Health Act of 1970, as amended ("OSHA"), and Department of Labor Regulations under OSHA, and all Federal requirements in effect at time of bid opening/proposal submission.

### **I.34 FORCE MAJEURE**

Neither the Contractor nor the District shall be deemed in default or otherwise liable hereunder due to either party's inability to perform by reason of any fire, earthquake, flood, epidemic, accident, explosion, casualty, strike, lockout, labor controversy, riot, civil disturbance, act of public enemy, embargo, war, act of God, or any municipal, county, state or national ordinance or law, or any executive, administrative or judicial orders (which judicial orders are not the result of any act or omission to act which would constitute a default hereunder), or any failure or delay of any transportation, power or other essential thing required, or similar causes beyond the parties control.

### **I.35 GOVERNING LAW**

This contract shall be governed by, and construed in accordance with, the laws of the District of

Columbia, including, but not limited to, the District of Columbia Procurement Practices Reform Act of 2010, (D.C. Law 18-371; D.C. Official Code §§ 2-351.01, et seq. and D.C. MUN. REGS. tit. 27.

**I.36 ORDER OF PRECEDENCE**

A conflict in language shall be resolved by giving precedence to the document in the highest order of priority that contains language addressing the issue in question. The following documents are incorporated into the contract by reference and made a part of the contract in the following order of precedence:

- (1) Task Order (herein referenced as “Contract”)
- (2) Contract Attachments
- (3) Contractor’s Federal Supply Schedule Contract #47QTCA19D008Y

**SECTION J**

**ATTACHMENTS**

The following Attachments are hereby incorporated.

Attachment J.1      Doing Business with Integrity

Attachment J.2      Federal Supply Schedule (GSA) Contract #47QTCA19D008Y

**SECTION K****REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF  
CONTRACTOR****K.1 AUTHORIZED OFFICERS**

The Contractor shall list the names of persons authorized to negotiate on the Contractor's behalf in connection with this solicitation (list names, titles, and telephone numbers of the authorized negotiators):

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Kapil Kapur VP, Data and AI Solutions 408-580-6777  
Dan Alf CFO 407-408-1180

**K.2 PENDING LEGAL CLAIMS AGAINST THE DISTRICT**

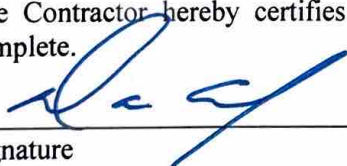
The Contractor must disclose any pending legal claims against the District. Pending legal claims includes, but is not limited to, Federal and District court litigation, administrative actions such as contract appeals or protests, claims for money damages from the District, and any other type of action (court or administrative) against the District. Contractors with pending legal claims against the District are not automatically precluded from contract award. If Contractor does not have any pending legal claims against the District, please indicate this below.

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None

The Contractor hereby certifies that the information provided above is true, correct and complete.

 9/25/26 CFO  
Signature Date Title

**K.3 TERMS AND CONDITIONS CERTIFICATION**

The Contractor hereby certifies that it has read, understands, acknowledges and agrees to comply with the terms and conditions as set forth in this solicitation/contract/resultant contract, *without exception.*

 9/25/26 CFO  
Signature Date Title