

Team Indigo has excellent past performance, expertise, and reputation in Zone 2 – the National Capital Zone and in the following Functional Areas (FAs):

▪ **Software Engineering, Development, Programming, and Network Support**

- Indigo provided software engineering expertise to the Department of State on multiple projects and initiatives for enterprise financial and budgeting applications. Examples of services performed include:

| Task | Process/Procedure Activities |
|--|--|
| Technical Analyses for Hardware/Software Development and Modification | Identify Risk and Develop Risk Mitigation Plan Software Configuration Management Requirements Definition, Collection, and Documentation Identification of Interfaces with Existing Framework Components Simulate High-Level Requirements |
| Software/Network Engineering (From Planning to Implementation) | Network Configuration and Asset Management Network Installation and Integration Network Management and Administration Certification and Accreditation |
| Leveraging Commercial Off-The Shelf (COTS) Solutions for Software and Networks | Cyber Security Support (Solution Development/Architecture/Data Security) Evaluate Innovative, Emergent Technology |
| Software Development Methodology Flexibility | Problem Management and Resolution Performance Monitoring and Capacity Planning Proactive Training to Stay Abreast of New Methods |

▪ **Information System (IS) Development, Information Assurance (IA), and Information Technology (IT) Support**

- Indigo provided Information Systems and Technology support to the Department of State including OCONUS support for the Global Information Technology Modernization (GITM) program. Examples of services performed include:

| Task | Process/Procedure Activities |
|---|---|
| IS Development Support | Financial Management Dashboard Design and Development; and Financial Report Generation Use Foundational Elements of SEI CMMI That Are Compliant with Agency-Level Procedures |
| Network Maintenance and Technical Support | Certification and Accreditation Security Monitoring and Intrusion Detection |
| IA Analysis and Support | Ensure Analysis follows DoDAF System Architecture Guidelines |
| IT Systems Analysis, Design, Development, Implementation, and Maintenance | Development and Maintenance of IT infrastructure Integration of IT Engineering and Development With Existing Infrastructure |
| Systems Engineering and Technical Support | Post-Implementation and Lifecycle Support Contingency Planning and Emergency Recovery |

▪ **Logistics Support**

- Indigo and Z-TECH provide logistics support, including warehouse, inventory, and property book management for the United States Army Network Enterprise Technology Command (NETCOM). Examples of services performed include:

| Task | Process/Procedure Activities |
|---|---|
| Logistics Support Requirements for Systems Design | Develop Source Selection Plans, Including Technical and Cost Evaluation Plans Develop Performance Work Statements (PWSs) and Quality Assurance Surveillance Plans (QASPs) |
| Life-Cycle Cost Effectiveness | Develop an Analysis of Alternatives to Determine the Most Advantageous Alternative; and Perform a Cost Benefit Analysis of Each Alternative |
| Identification, Development, and Acquisition of Logistics Infrastructure Elements | Maintain Acquisition Guidelines and Create New Standard Operating Procedure (SOP) Guides Conduct Market Research Develop, Monitor, and Analyze Metrics to Measure the Effectiveness and Efficiencies of Logistics Systems Review, Analysis, and Evaluation of Current and/or Projected Logistics Programs to Determine Their Compliance with Applicable Laws, Regulations and Policies |

Indigo and Z-TECH successfully accomplished a full range of warehouse and property accountability functions for IT systems, office furniture, and other equipment. The following tasks were performed to ensure materials are properly stored and transported, and property inventories are managed in a cost effective manner to sustain supported areas:

- Perform data input into Property Book Unit Enhanced (PBUSE) and generate documentation for accountability, tracking, issue, and turn-in of property
- Input data in spreadsheets for tracking cost of shipments, equipment shipped, and destinations
- Pack, transport, and ship equipment and property according to NETCOM/9th SC (A) G-4 established procedures
- Receive, inventory, issue, transport, turn-in, and store equipment, supplies, and controlled materials in accordance with processing procedures for Department of the Army Controlled Cryptographic Items (CCIs)
- Immediately notify the Property Book Officer (PBO)/Contracting Officer Representative (COR) of any and all CCI discrepancies
- Coordinate and schedule transportation activities with the Supply Support Activity (SSA) for shipments of outbound materials
- Maintain records of all transportation and receipt documentation
- Unload and visually check equipment/property for shipment damages, losses, missing documentation
- Inspect, inventory, verify condition code, and move equipment, material, property, and move supplies to storage locations
- Process weapons and sensitive items within 24 hours, process other items within 1-3 workdays

- Record condition or configuration discrepancies on receipt and prepare appropriate discrepancy report for missing, damaged and/or defective materiel and submit to the PBO Supply Clerk within 72 hours
- Issue equipment and supplies by pulling and delivering to supported units within one day
- Inventory equipment with customers by verifying the serial number and quantities and obtaining documentation for receipt
- Support the PBO/COR to schedule and conduct 100% annual inventory using PBUSE

▪ **Supply and Provisioning Support**

- Z-TECH and Indigo provide acquisition, purchasing and provisioning support to the Federal Aviation Administration at the Mike Monroney Aeronautical Center. Examples of services performed include:

| Task | Process/Procedure Activities |
|--|---|
| Acquisition Planning and Procurement Support | RFP preparation, market research/analysis, recommendation of terms and conditions, and cost and price analysis for assistance with preparation of Independent Government Cost Estimates. Perform solicitation and purchasing methods, such as oral solicitations, calls against BPA's, delivery orders, or priced purchase orders, to make (a) noncompetitive open market purchases, (b) purchases under established contracts, or (c) competitive open market purchases when specifications or statements of work are standardized, price and product characteristics are stable, and repeat vendors are used. |
| Solicitation Award Recommendations | Solicit, evaluate, negotiate, analyze, advise, and assist with awards, administration and terminations on contracts for the procurement of supplies and services, including complex contracts and high dollar acquisitions. Work requires analysis and evaluation of certified cost and pricing data and other types of pricing information to determine price reasonableness. |
| Cost Analysis | Analyze and evaluate cost and pricing data and other types of pricing information to determine price reasonableness. |

▪ **Functional and Administrative Support**

- Z-TECH, Fenn Sparrow, and Indigo provide administrative and program management support to the Department of State, Federal Aviation Administration, U.S. Army and commercial banking institutions. Examples of services performed include:

| Task | Process/Procedure Activities |
|--|---|
| Clerical and Administrative Support | Financial Management Reporting Support Development of Project Plans, Schedules, and Documentation Key Entry for Equipment, Assets, and Property |
| Analytical and Organizational Assessment Support | Financial Management Analysis Management and Budget Analysis Adjust, Finalize, and Maintain the Government Independent Cost Estimate Document Review, Assess, and Recommend Human Resources Processes and Policies Develop, Analyze, and Evaluate Effectiveness of Programs in Meeting Ordering Agency's Goals and Objectives |
| MEO Teaming Support Services | Program/Project Planning of Multidisciplinary Teams Capital Planning and Investment Control Support with Business Case Development Annual and Multi-year Planning, Project Justification Development, and Capital Investment Budget Definition |