K2SHARE

NASA SEWP VI Ordering Guide

K2Share LLC | Category C — Mission-Based ITC/AV Service Solutions

CONTRACT NUMBER
80TECH26D1914

CATEGORY
C — Mission-Based ITC/AV Service Solutions

PERIOD OF PERFORMANCE
November 1, 2026 – October 31, 2036

CONTRACT HOLDER LISTING
www.sewp.nasa.gov/sewpvi/sewppublic/contractholders#/detail/1456

SEWP OVERVIEW

NASA SEWP VI – The NASA SEWP (Solutions for Enterprise-Wide Procurement), pronounced "soup", provides the latest Information Technology, Communication, and Audio-Visual (ITC/AV) solutions and services for all Federal Agencies and their approved contractors. Created in 1993, SEWP I was the first Government-Wide Acquisition Contract (GWAC) in the federal acquisition space. Originally, the contract vehicle provided only technology products for NASA and all other agencies. SEWP has continually evolved over the past 30 years, expanding its scope to meet the requests of its customers. The SEWP vehicle represents acquisition innovation within the Federal Government. The program is self-funded through usage fees (0.34%) and provides all Federal agencies with acquisition support — more than 50,000 orders a year.

FAIR OPPORTUNITY

FAR 16.505(b) (1) provides that each contractor shall be given fair opportunity to be considered for each order exceeding $10,000 and issued under multiple award contracts. The FAR states that the method to obtain fair opportunity is at the discretion of the Contracting Officer (CO) and that the CO must document the rationale for placement and price of each order. Using the SEWP online Quote Request Tool is the recommended method to assist in this activity and to augment the required decision documentation. The SEWP Quote Request Tool (QRT) will automatically include the Contract Holders within a selected Group or based on a suggested source.

ABOUT K2SHARE

K2Share LLC is a HUBZone-certified, Veteran-Owned Small Business providing cybersecurity and information technology services to federal agencies. K2Share has supported federal missions for more than 25 years and holds ISO 9001:2015 and ISO/IEC 27001:2022 certifications.

Under SEWP VI, K2Share holds a Category C award for Mission-Based ITC/AV Service Solutions. Category C covers mission-based services rather than product resale. Our capability areas are:

Cybersecurity Strategy, Policy & Governance

- Strategic planning services
- Security program management
- Performance measurement and management
- Policy development and enhancement
- CIO/CISO mission support
- FISMA audit support

Business Intelligence, Analysis & Data Visualization

- Cybersecurity Framework (CSF) Risk Scorecard
- FISMA reporting and compliance dashboarding
- Data governance and management
- Advanced threat analytics
- Training and risk behavior reporting
- High Value Asset reporting and dashboarding

Cybersecurity Training & Workforce Development

- Web-based and instructor-led training
- Assessment, evaluation, and reporting
- Security and privacy awareness
- Phishing exercises
- LMS SaaS and SCORM for eLearning interoperability

Privacy & Security

- FISMA assessment and authorization support
- Risk Management Framework support
- Security architecture review and design
- Penetration testing and vulnerability assessment
- Independent verification and validation
- Security and privacy risk assessment and remediation
- Supply chain risk management

Program Management

- Policy and strategy implementation
- Project management governance
- Process assessment, reengineering, and operational alignment
- Strategic communication and mission support

CONTACT INFORMATION

K2Share Points of Contact for Order and Post-Delivery Issues

Trevor MacBrien
SEWP PROGRAM MANAGER (PM)
(540) 556-0533
trevor.macbrien@k2share.com
1315 2nd Street SW, Ste 310, Roanoke, VA 24016

Collin Kruger
SEWP DEPUTY PM
(979) 777-1316
collin.kruger@k2share.com
1315 2nd Street SW, Ste 310, Roanoke, VA 24016

SUPPORT AVAILABLE
Monday–Friday, 9 am – 5 pm ET

How to Contact the SEWP PMO

SEWP HELPLINE	SEWP HELP EMAIL	SEWP PMO HOURS
(301) 286-1478	help@sewp.nasa.gov	Monday–Friday, 7:30 am – 6 pm ET

Program information, the contract holder directory, and ordering guidance: www.sewp.nasa.gov

POLICIES & PROCEDURES

Technical post-delivery, installation, warranty, and extended warranty support will be addressed in accordance with the applicable order or contract requirements. Requests for support should be directed to the K2Share SEWP VI Program Manager or Deputy Program Manager. Each request should include the following information: SEWP Delivery Order number; RFQ order number (when available); Agency name; Agency point-of-contact information (name, phone, email); description of the issue; date the issue was identified; relevant service; and requested resolution or assistance. The K2Share SEWP VI Program Manager or Deputy Program Manager will coordinate with the appropriate technical personnel or subcontractors to resolve the issue.

ORDER RESOLUTION

For assistance with a quotation, order, invoice, deliverable, problematic order, or to resolve order issues, contact the K2Share SEWP VI Program Manager or Deputy Program Manager. Provide the SEWP RFQ or order number, agency name, a description of the issue, and the requested resolution.

For SEWP processing or vehicle-related assistance, contact the NASA SEWP Helpline.

WHAT'S IN SCOPE FOR SEWP VI

SEWP provides a broad suite of Information Technology, Communication, and Audio-Visual (ITC/AV) solutions and services. SEWP processes enable Contract Holders to add new commercial technology and IT services to their contracts as customers request them.

The SEWP VI contracts were awarded by scope category:

Category A	ITC/AV Solutions
Category B	Enterprise-Wide ITC/AV Service Solutions
Category C	Mission-Based ITC/AV Service Solutions — K2Share's award

K2Share holds a Category C award. To confirm whether a requirement falls within the scope of K2Share's SEWP VI contract, contact the K2Share SEWP program management team listed in this guide, or send a statement of work or requirement description to help@sewp.nasa.gov for review by the SEWP PMO.

ORDERING PROCESS

The internal ordering process of each agency varies. The process and accompanying forms for Purchase Requests (PRs) and Delivery Orders (DOs) issued against a SEWP contract are defined by the issuing agency, not by the NASA SEWP Program Management Office (PMO).

TYPICAL SEQUENCE

- An end user determines a requirement and generates a PR.
- The PR, with any necessary funding information, is sent to that Agency's procurement office, which results in the issuance of a DO. Any valid federal agency DO form, and the associated Delivery Order number may be used.
- The NASA SEWP PMO does not issue Delivery Orders. DOs must be issued through the issuing Agency's procurement office.
- The SEWP PMO reviews, processes, and tracks issued DOs and forwards them to the Contract Holder(s).
- If modifications are made to an order, those modifications must also route through the SEWP PMO.

Some Agencies have special requirements for issuing IT Delivery Orders. It is the issuing agency's Contracting Officer or Contracting Officer's Representative's responsibility to be aware of any Agency-specific policies regarding issuing orders through an existing contract vehicle or GWAC. There are no requirements under the SEWP contracts for issuing Agencies to use other intermediary procurement offices, except as directed by their own internal policies.