



# NASA SEWP VI Ordering Guide

Solutions for Enterprise-Wide Procurement

Category B — Enterprise-wide IT Service Solutions · 80TECH26D1961

Category C — IT Mission-Based Services · 80TECH26D0545

Ordering Period: November 1, 2026 – October 31, 2036

Issued September 2026

Greenside Solutions LLC · Service-Disabled Veteran-Owned Small Business Joint Venture

15245 Shady Grove Road, Suite 430, Rockville, MD 20850 · (240) 200-4203

# 1. SEWP Overview

The NASA Solutions for Enterprise-Wide Procurement (SEWP, pronounced “soup”) program provides the latest Information Technology, Communications, and Audio-Visual (ITC/AV) solutions and services for all Federal Agencies and their approved contractors. SEWP VI is a multiple-award Government-Wide Acquisition Contract (GWAC) offering a streamlined, pre-competed path from acquisition planning through implementation and sustained operations. The program is self-funded through a usage fee of 0.34% and supports more than 50,000 orders each year.

Greenside Solutions LLC is a Service-Disabled Veteran-Owned Small Business joint venture, backed by the experience of its venturing partners, Gritter Francona and Accenture Federal Services (Cognosante). Greenside holds SEWP VI awards in Category B (Enterprise-wide IT Service Solutions) and Category C (IT Mission-Based Services), giving federal customers a single pathway to both enterprise-scale IT service programs and focused, mission-aligned technical support.

|                     |               |                 |                            |
|---------------------|---------------|-----------------|----------------------------|
| CATEGORY B CONTRACT | 80TECH26D1961 | CONTRACT TYPE   | GWAC (IDIQ)                |
| CATEGORY C CONTRACT | 80TECH26D0545 | ORDERING PERIOD | Nov 1, 2026 – Oct 31, 2036 |
| UEI                 | RCEAZNZ492Z3  | CAGE CODE       | 9RV11                      |
| SEWP SURCHARGE      | 0.34%         | DESIGNATION     | SDVOSB Joint Venture       |

*Greenside's SEWP Contract Holder detail pages will be published on the NASA SEWP website as Contract Holders are onboarded, following the SEWP VI website launch on October 1, 2026.*

# 2. Fair Opportunity

Contractors are provided a fair opportunity at the individual order level as appropriate per FAR Part 16.505(b), including through the SEWP RFQ tools. No documentation for the order selection is required to be submitted with the order; all such documentation is maintained by the issuing procurement office.

Greenside Solutions shall not market, quote, or otherwise offer for sale any IT solution under its SEWP VI contracts until that solution is included in the SEWP database of record and available to all Government end-users.

## Requests for Information and Market Research

If the Government issues a Request for Information (RFI) as part of market research, Greenside may provide items not yet listed on its SEWP contract as part of a market research quote, provided that all such items are clearly marked as not yet available on the SEWP contract, and that Greenside submits a technology refreshment request to add those items to the contract.

## Requests for Quote and Market Research Requests

If the Government issues a Request for Quote (RFQ) or a Market Research Request (MRR), Greenside may respond only with items available on its contract, and the price of each item shall be no greater than the price in the SEWP database of record at the time the quote is issued. If Greenside has insufficient items on contract to fully respond to a Formal RFQ, Greenside will respond with a No Bid. Unless the RFQ specifically allows partial quotes, responses will fully address all requirements specified in the RFQ.

## Quote Validity

When submitting a quote to a government end-user, Greenside clearly states the length of time the quote is valid, and honors any order submitted within that stated time period.

Greenside Solutions does not use Government information posted on the NASA SEWP Contract Holder Only Page (such as RFQs and RFIs) for any purpose other than proposing on SEWP requirements, and does not provide such information or requirements to third parties.

## 3. Contact Information

### Greenside Solutions LLC

| SEWP PROGRAM MANAGER                                                | SEWP DEPUTY PROGRAM MANAGER                                 | QUOTES & GENERAL INQUIRIES                                          |
|---------------------------------------------------------------------|-------------------------------------------------------------|---------------------------------------------------------------------|
| Jay Blackwell<br>jblackwell@greensidesolutions.us<br>(240) 200-4203 | Jim Flynn<br>jflynn@greensidesolutions.us<br>(240) 200-4203 | sewpviteam@greensidesolutions.us<br>Monitored during business hours |

*Company address: 15245 Shady Grove Road, Suite 430, Rockville, MD 20850 · Main phone: (240) 200-4203 · Order troubleshooting and problem resolution: Jay Blackwell, jblackwell@greensidesolutions.us*

### NASA SEWP Program Management Office

|                    |                               |
|--------------------|-------------------------------|
| PMO HOURS          | Mon–Fri, 7:30 AM – 6:00 PM ET |
| EMAIL              | help@sewp.nasa.gov            |
| CUSTOMER HELP DESK | (301) 286-1478                |
| WEBSITE            | www.sewp.nasa.gov             |

## 4. What's in Scope for SEWP VI

SEWP VI covers information technology, communications, and audio-visual offerings that support modernization and mission delivery. Traditional ITC/AV product solutions sit primarily in Category A, with a full suite of ITC/AV services in Categories B and C. Greenside Solutions holds Categories B and C, and therefore offers services rather than standalone product sales under SEWP VI.

### Category B — Enterprise-wide IT Service Solutions

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Large-scale services spanning multiple locations, departments, or user communities.

- Enterprise IT modernization and business architecture
- Cloud migration and optimization (AWS, Azure, Google Cloud)
- System integration and implementation
- Enterprise cybersecurity and Zero Trust
- Data governance, analytics and reporting
- DevSecOps, CI/CD, testing and quality assurance
- Innovation, tooling and automation

### Category C — IT Mission-Based Services

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Focused technical services tied to a defined agency or program mission.

- Identity and access management
- Vulnerability assessment and penetration testing
- Cyber hunt and incident response
- Responsible AI integration and adoption
- Program management and strategic analysis
- Finance, budget and acquisition support
- Training and communications support

*Any quote is limited to offerings available under the applicable Greenside SEWP VI contract and included in the SEWP database of record at the time of quotation. NAICS codes are defined at the order level, and any valid in-scope NAICS code may be used.*

## 5. Ordering Process

### Step 1 — Confirm Scope

If a requirement is within the scope of SEWP, agencies may proceed directly to a quote request. If there is uncertainty about scope, requirements may be sent to [help@sewp.nasa.gov](mailto:help@sewp.nasa.gov) for review, or to Greenside at [sewpviteam@greensidesolutions.us](mailto:sewpviteam@greensidesolutions.us) for pre-quote assistance at no cost.

### Step 2 — Submit a Request for Quote

The recommended method is the NASA SEWP online Quote Request Tool (QRT) at [sewp.nasa.gov](https://sewp.nasa.gov). The QRT, Market Research Tool, and simplified RFI tool may be used to request availability and pricing information from Contract Holders, and assist in providing and documenting Fair Opportunity. Greenside Solutions monitors the QRT and responds to all applicable RFQs, RFIs, and MRRs.

### Step 3 — Receive the Quote

Greenside returns a quote through the QRT together with a Verification File, which the SEWP Program Office checks automatically against the SEWP database during the quote submission process. The quote states the period for which it is valid.

## Step 4 — Place the Order

Once Greenside Solutions is selected, the ordering Contracting Officer issues the delivery order or task order and submits it to the NASA SEWP Program Management Office:

- Email PDF or image files to: [sewporders@sewp.nasa.gov](mailto:sewporders@sewp.nasa.gov)
- Fax orders and completed forms to: (301) 286-0317
- Orders received by Greenside Solutions directly will be forwarded to the SEWP PMO.
- SEWP VI supports firm-fixed-price, time-and-materials, labor-hour, fixed-price award fee, fixed-price incentive fee, and fixed-price economic price adjustment orders, or any hybrid of commercial contract types.
- All three SEWP VI categories allow for any form of small business set-aside at the order level.
- Accepted payment methods: Electronic Funds Transfer (EFT) and Government Purchase Cards.

Under normal circumstances an order sent to the SEWP PMO is logged and routed to the designated Contract Holder within one business day of receipt.

## Step 5 — Delivery and Performance

Start of performance dates, schedules, and milestones are established in the applicable task order. Greenside Solutions maintains current performance status in the SEWP system and provides updates upon request. If a milestone date changes, Greenside notifies the customer promptly with a revised date and cause.

## 6. Service Levels, Warranty and Maintenance

Because Greenside holds Categories B and C, orders are for IT services, and performance standards and service levels are established in the applicable task order. For any products delivered incidental to a services order, standard commercial warranties apply and are included in the price, with extended warranties and maintenance available upon request. For software, Greenside supports installation, licensing, updates, and compatibility issues, coordinating with publishers for license management as needed.

## 7. Order Issues and Problem Resolution

Greenside Solutions is committed to resolving any issue with an existing order as quickly as possible. Customers may raise issues with the SEWP Program Manager, Jay Blackwell, at [jblackwell@greensidesolutions.us](mailto:jblackwell@greensidesolutions.us) or (240) 200-4203, with the Deputy Program Manager, or with the SEWP team inbox at [sewpviteam@greensidesolutions.us](mailto:sewpviteam@greensidesolutions.us).

- Returns: not applicable. Greenside Solutions holds Categories B and C, which cover IT services rather than product sales, so no product return or RMA process applies.

- Service performance concerns are addressed under the service levels established in the applicable task order, and may be raised with the Program Manager at any time.
- Unresolved issues may be escalated to the NASA SEWP Program Office at [help@sewp.nasa.gov](mailto:help@sewp.nasa.gov) or (301) 286-1478.

## 8. Contract Access Fee

The SEWP contract access fee of 0.34% is included in the price of all items and is not shown separately on quotes or orders. It is the Contract Holder's responsibility to remit the fee from quoted prices.

## 9. Additional Resources

- NASA SEWP Program Office: [www.sewp.nasa.gov](http://www.sewp.nasa.gov)
- NASA SEWP VI program and onboarding page: [www.sewp.nasa.gov/sewpvi/](http://www.sewp.nasa.gov/sewpvi/)
- Greenside Solutions SEWP VI page: [www.greensidesolutions.us/sewp-vi](http://www.greensidesolutions.us/sewp-vi)

*This guide is intended to assist ordering activities and does not modify the terms and conditions of the SEWP VI contracts, the Statement of Work, the Contract Holder User Manual (CHUM), the FAR, or agency-specific procurement policies. In the event of any inconsistency, the applicable contract documents and governing regulations shall prevail.*

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