DoD ESI
ORDERING GUIDE

Red Hat

DLT Solutions, LLC.

For Open Java Development Kit (JDK) Software

NNG15SC07B

Department of Defense Enterprise Software Initiative (DoD ESI)
ORDERING GUIDE

This Ordering Guide has been developed by the DoD ESI team to assist IT buyers and contracting officials to order technology products and/or services from the DoD ESI Agreement holder. This Guide contains essential information about the DoD ESI Enterprise Agreement (EA), identifies the authorized users of the EA, summarizes the products and services available under the EA and instructions for users to place an order, and provides Points of Contact information for support.

Contents

1. General Information

CONTRACT OR / VENDOR	**DLT Solutions, LLC**
GOVERNMENTWIDE ACQUISITION CONTRACT (GWAC) NUMBER (e.g. GSA, SEWP) AND WEB LINK	View DLT's NASA SEWP V Contract NNG15SC07B
EA NUMBER AND WEB LINK	**www.esi.mil**
CATALOG-EXPIRATION DATE	**April 30, 2025**

2. **Authorized Users**

a. DoD or Agencies

The catalog is open for ordering by the "DoD Departments and Agencies" on a world-wide basis. "Departments and Agencies" is defined by Title 48- Code of Federal Regulations, Section 202.101. In addition, "DoD or Agencies" includes the Intelligence Community (IC) and the U.S. Coast Guard. For the purposes of this catalog, a DoD component is defined as follows: The Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Combatant Commands, the Inspector General of the Department of Defense (DoD IG), the Defense Agencies, the DoD Field Activities, the U. S. Coast Guard, *Intelligence Communities (IC) and Foreign Military Sales (FMS) with a Letter of Authorization.

*The Intelligence Community is a federation of Executive branch intelligence agencies and Organizations that are comprised of 17 member organizations https://www.dni.gov/index.php/what-we-do/members-of-the-ic Office of the Director of National Intelligence (ODNI) is authorized to procure IT through the DOD ESI per the Memorandum of Agreement, dated 15 May 2008. https://dodcio.defense.gov/portals/0/documents/net-centric-moa.pdf

b. Contractors and Integrators

Government contractors performing work for a DoD Component (as defined above) may place Orders under this catalog on behalf of and for the benefit of the DoD entity if authorized by their cognizant Contracting Officer in accordance with the requirements of FAR 51 and/or DFARS 251 as appropriate.

3. **Products and Services Overview**

Publisher(s)	Category	Product Line	Service Line
Red Hat	Open JDK Software and Solutions Commercial Off-the-Shelf (COTS)	OpenJDK	Consultant, Server, and Workstation Software Subscriptions

(full list is available at www.esi.mil)

4. Ordering Officer Responsibilities

a. Ordering is decentralized. Only U.S. Government Contracting Officers, Government Purchase Card Holders, or Contractors provided FAR 51 Authorization are able to place orders against this Catalog.

b. The statutory authority allowing usage of the SEWP contracts by the entire Federal Government is NASA's designation as an Executive Agent by OMB based on the Information Technology Management Reform Act (ITMRA) of 1996, now the Clinger Cohen Act.

c. The Ordering office must:

    i. Comply with the ordering procedures of FAR 8.4 and DFARS 208.4;

    ii. Obtain competition and/or execute and publish a brand name or limited source justification as applicable;

    iii. Provide fair opportunity to all EA holders who offer the applicable product and/or service required;

    iv. Ensure compliance with all fiscal laws prior to issuing an order under the Catalog;

    v. Incorporate into the order any regulatory and statutory requirements that are applicable to the agency for which the order is placed, if pertinent requirements are not already included in the Catalog; [Note: The FAR and DFARS clauses listed in Attachment 1 of the Catalog are those in effect as of the effective date of the Catalog. Ordering Officers are responsible for incorporating the most current version of the applicable FAR and DFARS clauses, at the ordering level, in the Delivery Order as appropriate]

    vi. Obtain the required authorization to acquire the products or services through the DoD ESI Catalog in accordance with FAR Part 51 when a contractor is ordering on behalf of a DoD component;

    vii. Ensure the vendor selected for the order represents the best value. (Note that the Catalog terms encourage spot discounting.);

    viii. Review the license terms and conditions when ordering software or proprietary appliances provided in the EA Attachments. If required, ordering offices may secure additional terms and conditions at the Order level if those terms and conditions do not conflict with those at the EA level and represent best value to the Government.

5. Ordering Process

a. DFARS Regulation 208.74

    i. DFARS 208.74 requires authorized software buyers and requiring officials to review the DoD ESI website for DoD inventory or availability of an existing DoD ESI agreement before pursuing

another acquisition method. DFARS procedures are:

1. After requirements are determined, review the information at the DoD ESI website to determine if the required product is available from DoD inventory. This can be done by visiting the DoD ESI website at www.esi.mil and selecting the "Agreements" tab. Choose the type of agreement for the product being ordered (Software, Hardware, Services or All) and check the inventory box. A list of EAs with DoD inventory will appear. If the product being ordered is on the list, the EA must be used to procure the product.

2. If the required commercial products or services are not available from inventory, but are available from an EA, buyers must follow the procedures in the DFARS Section 208.74 and DFARS PGI 208.7403.

3. If a DoD component must obtain the commercial products or services outside the DoD ESI EA, the component must seek a waiver from a management official designated by the DoD Component. After the steps in paragraphs (5)(i) and (5)(ii)(A) of the DFARS PGI 208.7403, Acquisition procedures have been completed.

4. If the required commercial products or services are not available from inventory or from an EA, the DoD component may use an alternate method of acquisition, subject to applicable laws and policy.

b. Ordering

From the SEWP website, click the 'Catalogs' link to navigate to the log-in page.

NOTE: If you do not have a SEWP log-in, reference the instructions on the right side of the log-in page below to 'Create a SEWP Account'.

5

After accessing the catalog, select the item(s) from your catalog you wish to purchase. Choose the quantity and options, then click 'Add to Cart'. To advance to the 'Shopping Cart Review' screen, click the cart icon in the upper-left portion of the screen.

On the 'Shopping Cart Review' screen, confirm (or update) the items in your shopping cart, then click the 'Checkout' button.

On the 'Catalog Checkout' page, *(based upon the configuration selected by the Issuing Agency during the development of the catalog)*, a credit card purchase can be initiated by clicking the 'Credit Card Purchase' button or the order details can be downloaded by clicking the 'Download Ordering Details' button.

- If the 'Credit Card Purchase' button is selected, the 'Credit Card Purchase Summary' pop-up will be displayed. Click the appropriate selection to 'Confirm and Submit the CC Order' or 'Cancel and

Return to Checkout'.

After submission of the credit card order, the Contract Holder will contact the Issuing Agency to acquire the credit card number to process payment.
SEWP does not capture any credit card information from the customer, nor perform any financial transaction for the purchase.

Credit Card Purchase Summary

Submitting this page is your acknowledgement of Acceptance and Confirmation that you plan to pay the Contract Holder by Credit Card for the following items. You will receive an email from SEWP as additional confirmation of this transaction.

Liferay Portal Enterprise Subscription. Gold Backup Server.Gold Software Suppo ▮▮▮▮ x(1)

Total ▮▮▮▮▮

(optional) Remarks about your order.

(1024)

Confirm and Submit the CC Order

-or-

Cancel and Return to Checkout

If the 'Download Ordering Details' button is selected, a text file will be downloaded, allowing for copy/pasting of the order details into a form, file or Agency order writing system.

The completed delivery order should be emailed to SEWP (sewporders@sewp.nasa.gov) for processing and forwarded to the Contract Holder for fulfilment.

7
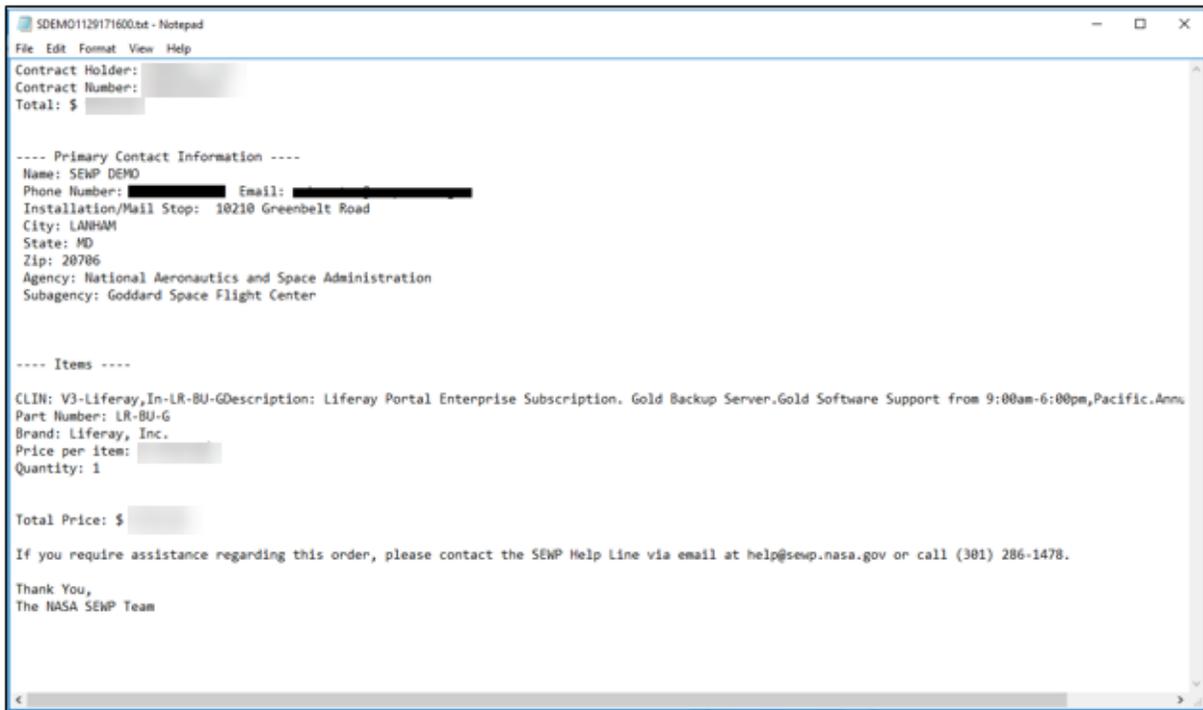
Once all purchasing has been completed, 'Log-Out' of the catalog.

6. Points of Contact

  a. DOD ESI Contracting Office

	Procuring Contracting Specialist	**Alternate Point of Contact**
POC	Dennis Fellin (Contract Specialist)	
Telephone	dennis.fellin@navy.mil	
Email	717-329-6588	

b. Software Product Manager (SPM)

	Software Product Manager (SPM)	**Alternate Point of Contact**
POC	Jeanine Graff	Ray Orbeta
Telephone	-	-
Email	jeanine.graff@navy.mil	raymond.b.orbeta@navy.mil

c. Vendor Points of Contact

	Program Manager (PM)	**PM Alternate**	**Contracts Management**	**Sales & Ordering**
POC	Kayla Hutson	Michael Bekampis	Kayla Hutson	Sam Biesenbach
Telephone	703-709-7172	703-709-7172	703-709-7172	703-709-7172
Email	redhatdodesi@dlt.com	redhatdodesi@dlt.com	redhatdodesi@dlt.com	redhatdodesi@dlt.com