



CAS Severn, Inc.

NASA SEWP VI Ordering Guide

Category A Contract 80TECH26D2116 | Revision date: September 14, 2026

CAS Severn Contract Information

SEWP VI Contract Number	80TECH26D2116
Category	A
Contract Type	Multi-award Government-Wide Acquisition Contract (GWAC)
Period of Performance	November 2026 – October 2036
SEWP Surcharge	0.34%
UEI	HMNQG2FZANL3
Main Office	CAS Severn, Inc., 6201 Chevy Chase Drive, Laurel, Maryland 20707
Main Telephone	800-252-4715

SEWP Overview

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 CAS Severn

CAS Severn, Inc. is an IT infrastructure and cybersecurity systems integrator headquartered in Laurel, Maryland, serving federal, state and local government, healthcare, education, and commercial customers.

Visit our website: <https://cassevern.com>

SEWP VI Program Support

Program Management Contacts

Steven Muchow

SEWP Program Manager

301-776-3400

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Francesca Galbani

SEWP Deputy Program Manager

301-776-3400

fgalbani@cassevern.com

How to Obtain a Quote

For quotes on hardware, software, or services under CAS Severn's SEWP VI contract, contact:

Christine A. Gerstmyer

SEWP VI Account Executive

800-252-4715 x185

cgerstmyer@cassevern.com

Quotes may also be requested through the NASA SEWP Quote Request Tool (QRT) at www.sewp.nasa.gov.

Warranty and Post-Delivery Support

Installation: Agencies can order hardware and software with or without installation services. Labor services must directly support the equipment and generally cannot exceed 10% of the total equipment price on the delivery order.

Basic Warranty: Standard commercial and Original Equipment Manufacturer (OEM) warranties apply to provided products.

Extended Warranty: Extended coverage can be purchased anytime during the standard commercial warranty period.

Technical Support: Defined under specific contract terms for troubleshooting and operational assistance.

Software Support: Includes access to bug fixes, patches, and version updates or upgrades to maintain software operability.

For questions about installation, warranty, technical support, or any other post-delivery issue, contact:

Christine A. Gerstmyer

SEWP VI Account Executive

800-252-4715 x185

cgerstmyer@cassevern.com

Order Troubleshooting

If there is a problem with an order placed under CAS Severn's SEWP VI contract, contact:

Christine A. Gerstmyer

SEWP VI Account Executive

800-252-4715 x185

cgerstmyer@cassevern.com

Orders and order modifications route through the NASA SEWP Program Management Office. The SEWP Help Desk can be reached at 301-286-1478 or help@sewp.nasa.gov.

How to Contact SEWP

SEWP PMO Hours: Monday–Friday, 7:30 AM – 6:00 PM ET

Email: help@sewp.nasa.gov

Customer Help Desk: 301-286-1478

Website: www.sewp.nasa.gov

What's in Scope for SEWP VI

SEWP is designed to provide a broad suite of Information Technology, Communication and Audio Visual (ITC/AV) solutions and services. Technology is ever-evolving and for that reason SEWP's processes enable our Contract Holders to add new commercial technology and IT services to their contract daily, as requested by our customers. The focus of SEWP is on the full suite of technology offerings that simplify Governmental access and Industry offerings across the entire ITC/AV solutions and services landscape. SEWP is composed of three (3) scope categories detailed below. If you would like SEWP to determine if your requirement is within scope of the SEWP VI contract, please send an overview and/or bill of materials (BOM) to help@sewp.nasa.gov and we will quickly review and provide feedback.

The SEWP Contracts were awarded by scope category. The three categories are:

- Category A — ITC/AV Solutions
- Category B — Enterprise-Wide ITC/AV Service Solutions
- Category C — Mission-Based ITC/AV Service Solutions

CAS Severn holds a Category A contract.

Ordering Process

The internal ordering process of each Agency varies. The process and accompanying forms for Purchase Requests (PR) and Delivery Orders (DO) that are issued against a SEWP contract is defined by the issuing Agency, not the NASA SEWP Program Management Office (PMO). The typical process is for an end-user to determine a requirement and generate a Purchase Request (PR).

The PR along 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 Program Management Office (PMO) does not issue DOs — these must be issued through the issuing Agency's procurement office. The SEWP Program Management Office (PMO) reviews, processes and tracks issued DOs and forwards them to the Contract Holder(s).

Some Agencies have special requirements for issuing IT Delivery Orders. It is the Issuing Agency's Contracting Officers' (COs/KOs) responsibility to be aware of any Agency-specific policies regarding issuing orders via an existing contract vehicle and Government-Wide Acquisition Contracts. There are no requirements under the SEWP Contracts for issuing Agencies to use other intermediary procurement offices, except as directed through their own internal policies.

If modifications are made to any order, these modifications must also route through the SEWP Program Management Office (PMO).