NASA SEWP VI
LSI ORDERING GUIDE

Logistics Systems Incorporated | Categories B and C | Publication version

Contract information

Contract holder	Logistics Systems Incorporated (LSI)
Category B	80TECH26D1858 | Enterprise-Wide ITC/AV Service Solutions
Category C	80TECH26D0864 | Mission-Based ITC/AV Service Solutions
Contract vehicle	Multiple-award Government-Wide Acquisition Contract (GWAC)
Period of performance	November 2026 – October 2036
SEWP surcharge	0.34%
Corporate office	2000 Duke Street, Suite 300, Alexandria, VA 22314
Website	www.logistics-sys.com

1 | About NASA SEWP VI

NASA Solutions for Enterprise-Wide Procurement (SEWP) VI provides federal agencies and approved contractors access to information technology, communications, and audio-visual (ITC/AV) solutions and services. LSI holds Category B and Category C contracts for enterprise-wide and mission-based service solutions. Category A covers ITC/AV solutions and is not an LSI award category.

2 | Requesting a Quote

Government customers may submit requirements through the NASA SEWP online Quote Request Tool (QRT) or contact the LSI SEWP VI program team. Provide a description of the requirement, desired period of performance, location, scope, and any applicable technical or procurement specifications. LSI will confirm availability under its awarded contracts and provide quote validity terms.

Primary quote contact: Jose A. Mena, SEWP VI Program Manager | 202-601-1021
Email: jose.mena@logistics-sys.com

Alternate quote contact: Bradley Cover, SEWP VI Deputy Program Manager | 202-571-4481
Email: bradley.cover@logistics-sys.com

3 | Fair Opportunity

Ordering agencies provide fair opportunity at the individual order level as appropriate under FAR 16.505(b), including use of SEWP RFQ tools. Agencies maintain their own order-selection documentation. LSI will quote only solutions available on its applicable SEWP contract and follow the SEWP Contract Holder User Manual and applicable RFQ requirements. The issuing procurement office is responsible for acquisition decisions and required documentation.

4 | Ordering Procedures

The requesting agency develops its purchase request and routes it with required funding and approvals to its procurement office. The agency procurement office issues the delivery order using its authorized form and order number. The NASA SEWP Program Management Office (PMO) reviews, processes, tracks, and forwards orders to the applicable contract holder; it does not issue agency delivery orders. Order modifications must also be routed through the SEWP PMO. Agency-specific policies remain the responsibility of the issuing contracting officer.

5 | Installation, Warranty and Technical Support

Installation, basic and extended warranty, software support, technical support, and post-delivery obligations depend on the specific solutions and services included in each order. LSI coordinates applicable support with the customer and relevant manufacturers, publishers, OEMs, distributors, subcontractors, or service providers. Customers should consult the terms of their individual order and contact LSI for assistance with installation, coverage, support coordination, or warranty questions.

6 | Order Issues and Escalation

For order status, discrepancies, delivery concerns, installation coordination, warranty claims, returns, replacements, and other post-delivery issues, contact the LSI program team. Include the delivery order number, agency, SEWP tracking reference (if available), and a description of the issue.

Primary support/escalation: Jose A. Mena | 202-601-1021 | jose.mena@logistics-sys.com

Alternate support/escalation: Bradley Cover | 202-571-4481 | bradley.cover@logistics-sys.com

7 | NASA SEWP Program Support

NASA SEWP PMO | help@sewp.nasa.gov | (301) 286-1478 | www.sewp.nasa.gov | Monday–Friday, 7:30 AM–6:00 PM Eastern Time. For scope questions, customers may submit a requirement overview or bill of materials to the PMO.

8 | Publication and Maintenance

This guide is intended for public download and printing. LSI will maintain the guide in accordance with SEWP VI Attachment A, Section A.6, including publishing updates no later than 10 business days following each contract modification. For the current version, visit https://logistics-sys.com/contracts/nasa-sewp-vi/.