**ON AND OFF RAMP PROCEDURES**

* 1. **On-Ramping:** The Government reserves the right to expand the competitive pool for either small business or F&O competition at any time during the term of the contract.
     1. The Government will advertise the re-opening of the competition on SAM.gov.
     2. The evaluation and selection of awardees for any on-ramp will be exactly the same as the evaluation and award criteria used for the C2E initial basic contract awards.
     3. Any additions due to on-ramps will not impact the C2E ceiling.
     4. The Government anticipates the following awards:
        + Small Business Set Aside (SBSA) Awards – The Government intends to make fifteen (15) awards to the firms comprising the HTROs.  In addition, the Government intends to award to three (3) firms with an 8(a) designation, two (2) firms with the Woman Owned Small Business (WOSB) designation, one (1) firm with the Service-Disabled Veteran Owned Small Business (SDVOSB) designation, and one (1) firm with the Historical Underutilized Small Business Zone (HUBZone) designation.
        + Full and Open (F&O) Awards – The Government intends to make twelve (12) awards to the firms comprising the HTROs.  In addition, the Government intends to award to one (1) firm with the 8(a) designation.
     5. Successful on-ramp awardees will compete with any existing or remaining contractors for all future TOs in the manner stated in the ordering procedures.
     6. The ordering period for new awardees will be in line with the dates established at initial award.
     7. The Government will not consider unsolicited requests for addition to the C2E.
  2. **Off-Ramping:** The Government reserves the right to off-ramp any awardee who is not actively competing for orders, not winning awards, and/or are not performing Statement of Work (SOW) requirements satisfactorily.
     1. Awardees must, on an annual basis, demonstrate their participation in the program.
     2. The Government will open dialogue with those awardees who are not actively competing for orders, are not winning awards, and/or are not performing SOW requirements satisfactorily. This may be accomplished during an annual Program Management Review (PMR) or at any other point deemed necessary.
     3. Any awardee whom the Government believes has not demonstrated participation in the program may be subject to off-ramping. This may occur either during the base period of five-years or the Government may elect not to exercise an awardee’s option. Option exercise continues to be a unilateral right of the Government and does not require dialogue with a contractor prior to making the determination to either exercise or not exercise an option.
     4. Any small businesses awarded a contract under the SBSA scope who outgrow their size standard by the end of the five (5) year basic period or during their one (1) year option period will be off-ramped. They may be provided an opportunity to on-ramp onto the F&O scope based on the needs of the Government.