

FINAL BID RESPONSE PACKET
710-19-1020

BID SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION			
Company:	General Dynamics Information Technology, Inc.		
Address:	3150 Fairview Park Drive		
City:	Falls Church	State:	VA
		Zip Code:	22042
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit		
Minority and Women-Owned Designation:	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Asian American <input type="checkbox"/> Service Disabled Veteran <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Pacific Islander American <input type="checkbox"/> Women-Owned		
	AR Certification #: _____ * See Minority and Women-Owned Business Policy		

PROSPECTIVE CONTRACTOR CONTACT INFORMATION	
Provide contact information to be used for bid solicitation related matters.	
Contact Person:	[Redacted]
Phone:	[Redacted]
Email:	[Redacted]
Title:	Contracts Administrator, Senior
Alternate Phone:	[Redacted]

CONFIRMATION OF REDACTED COPY
<input checked="" type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested.
<i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i>

ILLEGAL IMMIGRANT CONFIRMATION
By signing and submitting a response to this Bid Solicitation, a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.

ISRAEL BOYCOTT RESTRICTION CONFIRMATION
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.
<input checked="" type="checkbox"/> Prospective Contractor does not and will not boycott Israel.

An official authorized to bind the Prospective Contractor to a resultant contract must sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this Bid Solicitation will cause the Prospective Contractor's bid to be disqualified:

Authorized Signature: _____

Title: Contracts Administrator, Senior

Printed/Typed Name: _____


Date: May 7, 2019

SECTION 1 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory must be declared below or as an attachment to this page. Vendor must clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements shall cause the vendor's proposal to be disqualified.

General Dynamics Information Technology, Inc. (GDIT) does not take any exceptions to Section 1 - General Instructions and Information.

By signature below, vendor agrees to and shall fully comply with all Requirements as shown in this section of the bid solicitation.

Vendor Name:	General Dynamics Information Technology, Inc.	Date:	May 7, 2019
Signature:		Title:	Contracts Administrator, Senior
Printed Name:			

SECTION 2 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory must be declared below or as an attachment to this page. Vendor must clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements shall cause the vendor's proposal to be disqualified.

General Dynamics Information Technology, Inc. (GDIT) does not take any exceptions to Section 2 - Minimum Requirements.

GDIT provides two (2) attachments in response to Section 2 C. Conflict of Interest/Independence and Section 2 D. Sanctions, Corrective Actions or Adverse Medicaid Program Occurrence

By signature below, vendor agrees to and shall fully comply with all Requirements as shown in this section of the bid solicitation.

Vendor Name:	General Dynamics Information Technology, Inc.	Date:	May 7, 2019
Signature:		Title:	Contracts Administrator, Senior
Printed Name:			

SECTION 3 - VENDOR AGREEMENT AND COMPLIANCE

- *Exceptions to Requirements shall cause the vendor's proposal to be disqualified.*

General Dynamics Information Technology, Inc. (GDIT) does not take any exceptions to Section 3 - General Contractual Requirements.

By signature below, vendor agrees to and shall fully comply with all Requirements as shown in this section of the bid solicitation.

Vendor Name:	General Dynamics Information Technology, Inc.	Date:	May 7, 2019
Signature:		Title:	Contracts Administrator, Senior
Printed Name:			

SECTION 4 - VENDOR AGREEMENT AND COMPLIANCE

- *Exceptions to Requirements shall cause the vendor's proposal to be disqualified.*

General Dynamics Information Technology, Inc. (GDIT) does not take any exceptions to Section 4 - Standard Terms and Conditions.

By signature below, vendor agrees to and shall fully comply with all Requirements as shown in this section of the bid solicitation.

Vendor Name:	General Dynamics Information Technology, Inc.	Date:	May 7, 2019
Signature:		Title:	Contracts Administrator, Senior
Printed Name:			

PROPOSED SUBCONTRACTORS FORM

- Do not include additional information relating to subcontractors on this form or as an attachment to this form.

PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP

☐ **PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.**

By signature below, vendor agrees to and shall fully comply with all Requirements related to subcontractors as shown in the bid solicitation.

Vendor Name:	General Dynamics Information Technology, Inc.	Date:	May 7, 2019
Signature:		Title:	Contracts Administrator, Senior
Printed Name:			

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203
501-320-6511

ADDENDUM 1

DATE: March 28, 2019

SUBJECT: 710-19-1020 Expanded Medicaid Evaluation

The following change(s) to the above referenced Invitation for Bid for DHS has been made as designated below:

Change of specification(s)

- ☐ Additional specification(s)
☐ Change of bid opening date and time
☐ Cancellation of bid
☒ Other

See Attachment.

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED. THE BID ENVELOPE MUST BE SEALED AND SHOULD BE PROPERLY MARKED WITH THE BID NUMBER, DATE AND HOUR OF BID OPENING AND BIDDER'S RETURN ADDRESS. IT IS NOT NECESSARY TO RETURN "NO BIDS" TO THE DEPARTMENT OF HUMAN SERVICES.

If you have questions, please contact the buyer at nawania.williams@dhs.arkansas.gov or 501-320-6511

Vendor Signature

May 7, 2019

Date

General Dynamics Information Technology, Inc.
Company

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203
501-320-6511

ADDENDUM 2

DATE: April 24, 2019

SUBJECT: 710-19-1020 Medicaid Expansion Evaluation

The following change(s) to the above referenced Invitation for Bid for DHS has been made as designated below:

Change of specification(s)

_____ Additional specification(s)

_____ Change of bid opening date and time

_____ Cancellation of bid

☒ Other

Attachment B Written Question(s) - Updated to include all questions and answers

BID OPENING DATE AND TIME

Bid opening time will not change.

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED. THE BID ENVELOPE MUST BE SEALED AND SHOULD BE PROPERLY MARKED WITH THE BID NUMBER, DATE AND HOUR OF BID OPENING AND BIDDER'S RETURN ADDRESS. IT IS NOT NECESSARY TO RETURN "NO BIDS" TO THE DEPARTMENT OF HUMAN SERVICES.

If you have questions, please contact the buyer at nawania.williams@dhs.arkansas.gov or 501-320-6511

Vendor Signature

May 7, 2019
Date

General Dynamics Information Technology, Inc.
Company

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203
501-320-6511

ADDENDUM 3

DATE: April 25, 2019

SUBJECT: 710-19-1020 Medicaid Expansion Evaluation

The following change(s) to the above referenced Invitation for Bid for DHS has been made as designated below:

Change of specification(s)

☐ Additional specification(s)
☐ Change of bid opening date and time
☐ Cancellation of bid
☒ Other

FINAL - Bid Response Packet

BID OPENING DATE AND TIME

Bid opening time will not change.

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED. THE BID ENVELOPE MUST BE SEALED AND SHOULD BE PROPERLY MARKED WITH THE BID NUMBER, DATE AND HOUR OF BID OPENING AND BIDDER'S RETURN ADDRESS. IT IS NOT NECESSARY TO RETURN "NO BIDS" TO THE DEPARTMENT OF HUMAN SERVICES.

If you have questions, please contact the buyer at nawania.williams@dhs.arkansas.gov or 501-320-6511

Vendor Signature

May 7, 2019
Date

General Dynamics Information Technology, Inc.
Company



**State of Arkansas
Office of Procurement (OP)
Arkansas Department of Human Services (DHS)
Division of Medical Services (DMS)
Expanded Medicaid Evaluation
ARWorks Program**

IFB No.: 710-19-1020

May 9, 2019

Bid Response Packet

Submitted to:

Department of Human Services
Office of Procurement
700 Main Street
Little Rock, AR 72201

Submitted by:

GENERAL DYNAMICS
Information Technology

General Dynamics Information Technology, Inc.
3150 Fairview Park Drive
Falls Church, VA 22042
(703) 995-8700
www.gdit.com

This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of—or in connection with—the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets marked with the following legend: Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.

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BID RESPONSE PACKET

1.0 SIGNATURE PAGE

Please reference the Bid Signature Page to this Bid Response Packet for the signature and compliance pages applicable to this IFB # 710-19-1020.

2.0 EO 98-04 Disclosure Form (Attachment A)

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM F-1

Failure to complete all the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR FOR:		SUBCONTRACTOR NAME:		Contractor for which this is a subcontractor:	
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
Estimated dollar amount of subcontract:					

IS THIS FOR

TAXPAYER ID NAME: General Dynamics Information Technology, Inc. ☐ Goods? ☒ Services ☐ Both?

YOUR LAST NAME: FIRST NAME: MI: E

ADDRESS: 3150 Fairview Park Drive

CITY: Falls Church STATE: VA ZIP CODE: 22042 COUNTRY: UNITED STATES OF AMERICA

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS*

Indicate below if you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: Member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held (senator, representative, name of board/commission, data entry, etc.)	For How Long?		What is the person(s) name and how are they related to you? (i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.)	
	Current	Former		From MM/YY	To MM/YY	Person's name(s)	Relation
General Assembly	<input type="checkbox"/>	<input type="checkbox"/>					
Constitutional Officer	<input type="checkbox"/>	<input type="checkbox"/>					
State Board or Commission Member	<input type="checkbox"/>	<input type="checkbox"/>					
State Employee	<input type="checkbox"/>	<input type="checkbox"/>					
<input checked="" type="checkbox"/> None of the above applies							

FOR A VENDOR (BUSINESS)*

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employees, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held (senator, representative, name of board/commission, data entry, etc.)	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		
	Current	Former		From MM/YY	To MM/YY	Person's name(s)	Ownership Interest (%)	Position of Control
General Assembly	<input type="checkbox"/>	<input type="checkbox"/>						
Constitutional Officer	<input type="checkbox"/>	<input type="checkbox"/>						
State Board or Commission Member	<input type="checkbox"/>	<input type="checkbox"/>						
State Employee	<input type="checkbox"/>	<input type="checkbox"/>						
<input checked="" type="checkbox"/> None of the above applies								

* NOTE: PLEASE LIST ADDITIONAL DISCLOSURES ON SEPARATE SHEET OF PAPER IF MORE SPACE IS NEEDED

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CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM F-2

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:
Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature [REDACTED] Title Contracts Administrator, Senior Date May 7, 2019
Vendor Contact Person [REDACTED] Title Senior Director Phone No. [REDACTED]

AGENCY USE ONLY

Agency Number 0710 Agency Name Department of Human Services Agency Contact Person Contact Phone No. Contract or Grant No.

* NOTE: PLEASE LIST ADDITIONAL DISCLOSURES ON SEPARATE SHEET OF PAPER IF MORE SPACE IS NEEDED

Page 2 of 2 08/20/07

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

F-1

Failure to complete all the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR:
YES ☐ NO ☐

Contractor for which this is a subcontractor:
General Dynamics

Estimated dollar amount of subcontract:

TAXPAYER ID NAME:

IS THIS FOR:

☐ Goods? ☒ Services ☐ Both?

YOUR LAST NAME:

MR:

ADDRESS:

CITY:

STATE:

ZIP CODE:

COUNTRY: UNITED STATES OF AMERICA

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT,
OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS*

Indicate below if you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: Member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee.

Position Held	Mark (✓)		Name of Position of Job Held (senator, representative, name of board/commission, date entry, etc.)	For How Long?		What is the person(s) name and how are they related to you? (i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.)	
	Current	Former		From MM/YY	To MM/YY	Person's name(s)	Relation
General Assembly	<input type="checkbox"/>	<input type="checkbox"/>					
Constitutional Officer	<input type="checkbox"/>	<input type="checkbox"/>					
State Board or Commission Member	<input type="checkbox"/>	<input type="checkbox"/>					
State Employee	<input type="checkbox"/>	<input type="checkbox"/>					

☒ None of the above applies

FOR A VENDOR (BUSINESS)*

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held (senator, representative, name of board/commission, date entry, etc.)	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		
	Current	Former		From MM/YY	To MM/YY	Person's name(s)	Ownership Interest (%)	Position of Control
General Assembly	<input type="checkbox"/>	<input type="checkbox"/>						
Constitutional Officer	<input type="checkbox"/>	<input type="checkbox"/>						
State Board or Commission Member	<input type="checkbox"/>	<input type="checkbox"/>						
State Employee	<input type="checkbox"/>	<input type="checkbox"/>						

☒ None of the above applies

* NOTE: PLEASE LIST ADDITIONAL DISCLOSURES ON SEPARATE SHEET OF PAPER IF MORE SPACE IS NEEDED

Page 1 of 2 08/20/07

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM F-2

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

<u>I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and disclosure conditions stated herein.</u>			
Signature	[Redacted]	Title	Associate Manager
		Date	05/02/2019
Vendor Contact Person	[Redacted]	Title	Associate Manager
		Phone No.	[Redacted]

AGENCY USE ONLY				
Agency Number	0710	Agency Name	Department of Human Services	Agency Contact Person
				Contact Phone No.
				Contract or Grant No.

* NOTE: PLEASE LIST ADDITIONAL DISCLOSURES ON SEPARATE SHEET OF PAPER IF MORE SPACE IS NEEDED

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3.0 EQUAL OPPORTUNITY POLICY

3.A EEO and Affirmative Action (HR-POL 303)

GENERAL DYNAMICS

Information Technology
Human Resources—Workplace

HR-POL-303, Equal Employment Opportunity (EEO) and Affirmative Action

PRINTED OR OFFLINE VERSIONS OF THIS DOCUMENT ARE FOR HISTORICAL USE ONLY, UNLESS SUCH VERSIONS ARE CONTROLLED

1.0 PURPOSE

General Dynamics Information Technology ("GDIT" or "the Company") is an equal opportunity and affirmative action employer in all aspects of employment and provides and maintains a professional, productive workplace free from discrimination. GDIT is firmly committed to Affirmative Action Programs that support the employment and promotion of qualified females, minorities, individuals with disabilities, and protected veterans. GDIT will provide and maintain a work environment free from discrimination by managers, supervisors, other employees, and third parties such as clients, customers, and suppliers in the workplace or in any business-related setting outside the workplace, including but not limited to client sites, business travel, and business-sponsored social events.

GDIT strictly prohibits discrimination based on race, color, religion, national origin, sex, age, disability, pregnancy, sexual orientation, gender identity, transgender status, genetic information, protected veteran status, service in the United States uniformed services, and any other class where protected under applicable state and local law, such as religious creed, ancestry, marital status, gender, gender expression, and medical condition. Improper interference with the ability of GDIT's employees to perform their expected job duties because of discrimination will not be tolerated. Under no circumstances will GDIT tolerate behavior that undermines the integrity of the employment relationship and adversely impacts the well-being and productivity of employees. All employees are required to conduct themselves and treat others in the workplace respectfully and with dignity, in a manner so as not to offend others.

It is an unlawful employment practice and a violation of this policy to harass or retaliate against any employee or applicant for employment or other person in the workplace because that individual has opposed any practice under this policy, or in good faith, filed a complaint, charge, testified, assisted or participated in any manner, in any investigation or proceeding under this policy.

2.0 ORGANIZATIONAL UNITS AFFECTED

This policy applies to all GDIT organizations and subsidiaries and their managed affiliates, and their respective employees. Compliance with this policy is not intended to require the taking of any action with respect to an employee working in a foreign country where compliance would cause the employing entity to violate the law of the foreign country.

This policy and its prohibitions apply:

- to conduct or behavior occurring at a Company facility, at a location to which Company employees are assigned, or in the course of work-related travel or other work-related activities that take place off-premises and/or outside of regular work hours; and
- with respect to the conduct or behavior of co-workers, managers, supervisors, and third parties with whom the employee comes into contact, including but not limited to, visitors and individuals employed by the Company's consultants, contractors, subcontractors, customers, suppliers, and vendors.

This program will not serve to modify or preempt the Company's adherence to its employment-at-will policy.

- 1 of 8 -

This document contains GDIT confidential and proprietary information, which shall not be used, disclosed, or reproduced for any purpose other than the conduct of GDIT business affairs.
Nothing contained in this policy creates or is intended to create a contract between General Dynamics and any of its employees.
Any or all components of this policy may be changed, altered, deleted and/or discontinued at the sole discretion of General Dynamics Information Technology management at any time and without notice.

GENERAL DYNAMICS
Information Technology
Human Resources—Workplace

Issue Date: 4/11/16

HR-POL-303, Equal Employment Opportunity (EEO) and Affirmative Action

3.0 ROLES AND RESPONSIBILITIES/AUTHORITIES

Role	Responsibility/Authority
GDIT VP-Human Resources	
GDIT Human Resources	
GDIT Supervisors and Managers	

— 2 of 3 —

This document contains GDIT confidential and proprietary information, which shall not be used, disclosed, or reproduced for any purpose other than the conduct of GDIT business affairs.
Nothing contained in this policy creates or is intended to create a contract between General Dynamics and any of its employees.
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GENERAL DYNAMICS
Information Technology
Human Resources—Workplace

Issue Date: 4/11/16

HR-POL-303, Equal Employment Opportunity (EEO) and Affirmative Action

Role	Responsibility/Authority
All Employees	

4.0 PROCESS FLOW CHART – N/A

5.0 PROCEDURES/INSTRUCTIONS

5.1 Affirmative Action Compliance

To further the company's commitment to the principles of equal employment opportunity, and in compliance with federal regulations, GDIT's Affirmative Action Plans (AAPs) for Minorities, Women, Individuals with Disabilities, and Protected Veterans are developed and maintained at required locations. All personnel are required to consciously adhere to this policy and cooperate fully in the achievement of this program. GDIT supervisory and management personnel have a responsibility to provide full support of this policy through leadership and personal example and ensure the elimination and prevention of discrimination, harassment, or retaliation. Compliance with, and support of the letter and spirit of, this policy will be a factor considered in management performance evaluations.

In keeping with this policy, GDIT will continue to recruit, hire, train, promote, and transfer qualified persons into all job levels without regard to race, color, religion, national origin, sex, age, disability, pregnancy, sexual orientation, gender identity, transgender status, genetic information, protected veteran status, service in the United States uniformed services, and any other class where protected under applicable state and local law, such as religious creed, ancestry, marital status, gender, gender expression, and medical condition. GDIT will continue to administer all terms and conditions of employment, such as compensation, benefits, transfers, opportunities for promotion, company-sponsored training, education, separations, lay-offs, rehires or recalls, and other privileges or benefits of employment in accordance with this policy.

GDIT bases employment and promotional decisions on objective, job related standards in accordance with the principles of equal opportunity, and affirmative action if indicated, using valid requirements for promotion and employment decisions. GDIT administers its policies and conducts its employment practices in a manner that treats employees and applicants for employment on the basis of merit, skill, experience, and other work-related criteria without regard to race, color, religion, national origin, sex, age, disability, pregnancy, sexual orientation, gender identity, transgender status, genetic information, protected veteran status, service in the United States uniformed services, and any other class where protected under applicable state and local

– 3 of 8 –

This document contains GDIT confidential and proprietary information, which shall not be used, disclosed, or reproduced for any purpose other than the conduct of GDIT business affairs.
Nothing contained in this policy creates or is intended to create a contract between General Dynamics and any of its employees.
Any or all components of this policy may be changed, altered, related and/or discontinued at the sole discretion of General Dynamics Information Technology management at any time and without notice.

GENERAL DYNAMICS
Information Technology
Human Resources—Workplace

Issue Date: 4/11/16

HR-POL-303, Equal Employment Opportunity (EEO) and Affirmative Action

law, such as religious creed, ancestry, marital status, gender, gender expression, and medical condition.

GDIT disseminates its EEO/AA policy commitment to applicants and employees by including policy statements in company recruiting and orientation literature and through periodic postings. Where required, location Affirmative Action Plans (AAPs) are available for review, upon request, through the Human Resources Department, during normal business hours.

5.2 Individuals with Disabilities

GDIT is committed to complying with all applicable laws, including the Americans with Disabilities Act (ADA) as amended and Section 503 of the Rehabilitation Act of 1973, as well as equivalent state and local laws protecting the rights of individuals with disabilities in all aspects of employment.

A qualified individual with a disability is defined as a disabled individual who, with or without reasonable accommodation, is able to perform the essential functions of the job that the individual desires or holds. The Company will engage in an interactive process to identify reasonable accommodations and will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee to enable him/her to perform the essential functions of the job or complete the application process.

Individuals with disabilities may request consideration for any reasonable accommodation that may be necessary to perform essential job functions or complete the job application process.

Reasonable accommodation determinations are made on a case-by-case basis to the extent that the accommodation does not impose an undue hardship on the company or interfere with safe and efficient business operations.

GDIT's policy and process for responding to the requests for accommodation of employees with disabilities is contained in HR-POL-315, Workplace Accommodations.

5.3 Discrimination

GDIT prohibits discrimination in any aspect of the employment process based on race, color, religion, national origin, sex, age, disability, pregnancy, sexual orientation, gender identity, transgender status, genetic information, protected veteran status, service in the United States uniformed services, and any other class where protected under applicable state or local law, such as religious creed, ancestry, marital status, gender, gender expression, and medical condition. Discrimination is a form of misconduct that undermines the integrity of the employment relationship. No employee should be subjected to derogatory comments, jokes, display of pictures or objects, innuendo, or other such objectionable conduct.

Abuse of anyone's dignity through ethnic, racist, religious, or sexist remarks, or other derogatory conduct that creates an offensive, unprofessional work environment, will not be tolerated, even though such conduct may not necessarily constitute a violation of applicable law in each case.

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This document contains GDIT confidential and proprietary information, which shall not be used, disclosed, or reproduced for any purpose other than the conduct of GDIT business affairs.
Nothing contained in this policy creates or is intended to create a contract between General Dynamics and any of its employees.
Any or all components of this policy may be changed, altered, deleted and/or discontinued at the sole discretion of General Dynamics Information Technology management at any time and without notice.

GENERAL DYNAMICS

Information Technology

Human Resources—Workplace

Issue Date: 4/11/16

HR-POL-303, Equal Employment Opportunity (EEO) and Affirmative Action

5.3.1 Prohibited Discrimination

GDIT strictly prohibits discrimination based on race, color, religion, national origin, sex, age, disability, pregnancy, sexual orientation, gender identity, transgender status, genetic information, protected veteran status, service in the United States uniformed services, and any other class where protected under applicable state and local law, such as religious creed, ancestry, marital status, gender, gender expression, and medical condition. Additionally, the company prohibits discrimination against employees or applicants because they have inquired about, discussed, or disclosed information about their own compensation or such shared personally with them by another employee or applicant. However, employees who have the compensation information of other employees or applicants as a part of their essential job functions must keep such information confidential and may not disclose the compensation information of other employees or applicants to individuals who do not have a legitimate need to know the information for GDIT business purposes. Refer to HR-POL-309, Privacy and Security of Personal Information.

Other forms of prohibited conduct are covered in HR-POL-304, Unacceptable Workplace Conduct and Harassment.

This policy also prohibits behavior that creates an intimidating, hostile, or offensive working environment for an individual because he or she honestly and in good faith initiated, assisted, or participated in an investigation or other proceeding by or before any court, tribunal, or governmental agency regarding conduct that violates federal, state, local, provincial, or country laws, including, but not limited to, Title VII of the Civil Rights Acts of 1964 and 1990, the Equal Pay Act, the Age Discrimination in Employment Act, the Americans with Disabilities Act, the Pregnancy Discrimination Act, the Family and Medical Leave Act, the Fair Labor Standards Act as amended, the Service Contract Act, the Uniformed Services Employment and Reemployment Rights Act, the False Claims Act, the Occupational Safety and Health Act, the Genetic Information Non-Discrimination Act, and the Sarbanes-Oxley Act.

5.3.2 Accommodation for Religious Practices

GDIT respects the religious beliefs and practices of employees and prospective employees and will make, upon request, an accommodation for such sincerely held beliefs when a reasonable accommodation is available that does not create an undue hardship on the company's business or infringe upon the rights of other employees.

5.4 Reporting Allegations of Discrimination

The procedures for reporting incidents of alleged discrimination are outlined below. The procedures include alternative reporting mechanisms to handle situations for which the standard reporting mechanism may not be appropriate.

5.4.1 Complaint Procedures

GDIT will investigate complaints of discrimination and will take prompt corrective action where deemed appropriate. Complaints will be treated in a confidential manner to the extent feasible and consistent with the Company's obligations to investigate and take

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GENERAL DYNAMICS
Information Technology
Human Resources—Workplace

Issue Date: 4/11/16

HR-POL-303, Equal Employment Opportunity (EEO) and Affirmative Action

appropriate corrective action. An employee, supervisor, or manager may be asked to set forth the details of the complaint verbally or in writing.

Any employee who believes he/she has been subjected to, becomes aware of, or has witnessed behavior or conduct that is believed to be in violation of this policy should immediately report the allegation(s) as outlined below. Employees should report the allegations directly to any of the following individuals, or to their authorized designees:

- (a) his/her GDIT supervisor or manager; or
- (b) the employee's GDIT Division Human Resources Manager, Director, or Vice President; or
- (c) the GDIT Headquarters Director of Workforce Engagement; or
- (d) the GDIT Vice President of Human Resources; or
- (e) In the alternative, employees may bring complaints to the attention of other appropriate Company officials through the GDIT Ethics Helpline at 1-800-433-8442 on a confidential and/or anonymous basis.

GDIT supervisory and management personnel must immediately report all such allegations to their GDIT Division Human Resources Manager, Director, or Vice President, to the GDIT Headquarters Director of Workforce Engagement, and/or to the GDIT Vice President of Human Resources, or their authorized designees.

GDIT will ensure that reports of discrimination, harassment, and other policy violations receive a timely response; a prompt, timely, thorough, fair, and objective investigation; and a timely closure. The Company's investigation process will provide appropriate due process resulting in reasonable conclusions based on the evidence collected. A request by a complainant that no investigation be made, or that the alleged offending party not be informed of the complaint, cannot and will not be honored. GDIT will keep a complaint confidential to the extent possible, limiting information to those individuals who have a "need to know" while taking into account the company's obligation to conduct a prompt and thorough investigation of the complaint.

5.5 Consequences for Violations/Discipline

An employee who is found to have engaged in any of the conduct prohibited by this policy or other unprofessional behavior, who has refused to cooperate with a company-initiated investigation under this policy, or who is determined to otherwise be in violation of this policy, will be subject to appropriate disciplinary action, up to and including counseling, training, suspension, and discharge, even for a first offense. Individuals who engage in prohibited, unlawful conduct should also be aware that possible personal liability and/or legal sanctions could result.

In appropriate circumstances, non-employees who are found to have violated this policy may be removed from the premises and denied re-entry.

5.6 Reprisal and Retaliation Prohibited

No discipline, discrimination, harassment, adverse action, or other form of reprisal or retaliation shall be taken or permitted against any employee because he or she reported or took steps to oppose conduct that he/she honestly and in good faith believed was prohibited by this policy at the time in question.

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This document contains GDIT confidential and proprietary information, which shall not be used, disclosed, or reproduced for any purpose other than the conduct of GDIT business affairs. Nothing contained in this policy creates or is intended to create a contract between General Dynamics and any of its employees. Any or all components of this policy may be changed, altered, deleted and/or discontinued at the sole discretion of General Dynamics Information Technology management at any time and without notice.

GENERAL DYNAMICS
Information Technology
Human Resources—Workplace

Issue Date: 4/11/16

HR-POL-303, Equal Employment Opportunity (EEO) and Affirmative Action

5.7 Communication

The GDIT Headquarters Human Resources Department is responsible for administering this policy, communicating it to all employees, and providing an effective means for employees to raise complaints and concerns about workplace discrimination without fear of reprisal.

5.8 Requirements of State and Local Laws

Where state and local laws prohibit discrimination or retaliation on broader grounds than those enumerated in this policy, the Company will comply with the local law.

5.9 Discretion and Reservation of Rights

The Company reserves the right to modify, suspend, or terminate this policy in its sole discretion. Nothing in this policy limits the Company's right to take any action that the Company, in its sole discretion, deems necessary to protect the safety of employees or others or to prevent conduct that is prohibited by this policy. Nothing contained herein is intended to create any kind of contract or contractual obligations.

6.0 PROCESS INPUTS – N/A

7.0 PROCESS OUTPUTS (RECORDS) – N/A

8.0 METRICS – N/A

9.0 REFERENCES

- HR-POL-304, Unacceptable Workplace Conduct and Harassment
- HR-POL-315, Workplace Accommodations

10.0 ACRONYMS/TERMS AND DEFINITIONS

Acronym/Term	Definition
AAP (Affirmative Action Plan)	The objectives of the GDIT Affirmative Action Plans are to assess the representation of minorities, females, protected veterans, and individuals with disabilities at all job levels; establish goals and action plans where there is under-representation; and develop GDIT's plans for recruiting, hiring, developing, and promoting covered individuals.

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GENERAL DYNAMICS
Information Technology
Human Resources—Workplace

Issue Date: 4/11/16

HR-POL-303, Equal Employment Opportunity (EEO) and Affirmative Action

Acronym/Term	Definition
Protected Veteran	A veteran whose military service with the U.S. Armed Forces meets the requirements of one or more of the following categories, as defined by the Vietnam Era Veterans Readjustment Assistance Act (VEVRAA), as amended (Section 4212): <ul style="list-style-type: none"> • Disabled Veteran • Armed Forces Service Medal Veteran • Other Protected Veteran • Recently Separated Veteran (within 3 years of discharge date)

11.0 FORMS/TEMPLATES

- HR-FORM-303A, EEO Self-Identification Survey
- HR-FORM-303E, Invitation to Applicants EEO Self-Identification Survey

12.0 DOCUMENT APPROVAL/CHANGE HISTORY RECORD

Issue Date	Approvals	Change Description
4/11/16		Updated in compliance with new California regulations
12/28/16		Updated Purpose and Sections 5.3, 5.3.1
12/31/14		Updated definition of Covered Veteran and added HR-FORM-303B
5/16/12		Updated for 2012, including reference to new HR-POL-315, Workplace Accommodation
9/7/11		Added new paragraph 5.3.2, Accommodation for Religious Practices
4/21/10		Added genetic information to protected class list
5/23/08		Changed Process Owner and revised throughout to clarify policy
7/5/07		Changed Process Owner

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Nothing contained in this policy creates or is intended to create a contract between General Dynamics and any of its employees.
Any or all components of this policy may be changed, altered, deleted and/or discontinued at the sole discretion of General Dynamics Information Technology management at any time and without notice.

3.B EEO Self-Identification Survey (HR-FORM 303A)

GENERAL DYNAMICS
Information Technology

EEO Self-Identification Survey (For EEO/Affirmative Action Reporting Purposes)

FIRST NAME: [REDACTED]	M.I.: [REDACTED]	LAST NAME: [REDACTED]	JR., SR. etc.: [REDACTED]	DATE: [REDACTED]
HOME ADDRESS (Number, Street, Apt. No.): [REDACTED]		CITY, STATE, ZIP: [REDACTED]		
WORK LOCATION (City, State): [REDACTED]			EMPLOYEE ID NUMBER: [REDACTED]	
<p>General Dynamics Information Technology is committed to providing equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, national origin, sex, age, disability, pregnancy, sexual orientation, gender identity, genetic information, veteran status, service in the United States uniformed services, or membership in any other protected group. As an affirmative action employer with federal contracts, we are required to report demographic information about our employees and job applicants to various agencies of the United States government. The data requested on the following pages is used to comply with the government's recordkeeping and reporting requirements and to monitor the progress of our Affirmative Action Programs.</p> <p>Disclosure of this information is completely voluntary and refusing to provide it will not subject you to any adverse treatment. The information you submit will be kept confidential, except that (i) supervisors and managers may be informed regarding restrictions on the work or duties, and regarding necessary accommodations; (ii) first aid and safety personnel may be informed, when and to the extent appropriate, if you have a condition that might require emergency treatment; and (iii) government officials engaged in enforcing laws administered by the Office of Federal Contract Compliance Programs, or enforcing the Americans with Disabilities Act, may be informed.</p> <p>This questionnaire will be maintained separate from your employee record.</p>				
<p>SEX: <input type="checkbox"/> FEMALE <input type="checkbox"/> MALE <input type="checkbox"/> DECLINE TO DISCLOSE</p>				
<p>RACE/ETHNIC ORIGIN: Check ONLY ONE box</p> <p><input type="checkbox"/> Hispanic or Latino — A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race</p> <p><input type="checkbox"/> Two or More Races (Not Hispanic or Latino) — All persons who identify with more than one of the five races listed below</p> <p><input type="checkbox"/> American Indian or Alaska Native (Not Hispanic or Latino) — A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment</p> <p><input type="checkbox"/> Asian (Not Hispanic or Latino) — A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam</p> <p><input type="checkbox"/> Black or African American (Not Hispanic or Latino) — A person having origins in any of the black racial groups of Africa</p> <p><input type="checkbox"/> Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) — A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands</p> <p><input type="checkbox"/> White (Not Hispanic or Latino) — A person having origins in any of the original peoples of Europe, the Middle East, or North Africa</p> <p><input type="checkbox"/> Decline to Disclose</p>				

HR-FORM-303A-2/3/17

FOR USE TO SURVEY POST-OFFER/POST-HIRE ONLY

General Dynamics Information Technology is an Equal Opportunity/Affirmative Action Employer Committed to Workforce Diversity

GENERAL DYNAMICS
Information Technology

GENERAL DYNAMICS
Information Technology

EEO Self-Identification Survey
(For EEO/Affirmative Action Reporting Purposes)

VOLUNTARY SELF IDENTIFICATION OF PROTECTED VETERAN STATUS

General Dynamics Information Technology is a Federal Government contractor subject to Section 4212 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (Section 4212), which requires Federal Government contractors to take affirmative action to employ and advance in employment: (1) disabled veterans; (2) recently separated veterans; (3) active duty wartime or campaign badge veterans; and (4) Armed Forces service medal veterans.

Our affirmative action policy prohibits discrimination against protected veterans and requires the company to take affirmative action to employ and advance in employment qualified protected veterans at all levels of employment, including the executive level. The following invitation is made pursuant to this policy and the affirmative action obligations required by Section 4212.

Disclosure of this information is completely voluntary and refusing to provide it will not subject you to any adverse treatment. The information will be used only in ways that are consistent with Section 4212. The information you submit will be kept confidential, except that (i) supervisors and managers may be informed regarding restrictions on the work or duties of disabled veterans, and regarding necessary accommodations; (ii) first aid and safety personnel may be informed, when and to the extent appropriate, if you have a condition that might require emergency treatment; and (iii) government officials engaged in enforcing laws administered by the Office of Federal Contract Compliance Programs, or enforcing the Americans with Disabilities Act, may be informed. This questionnaire will be maintained separate from your employee record.

INVITATION TO SELF-IDENTIFY: PLEASE ANSWER THE FOLLOWING QUESTIONS

Check all boxes that apply.

- ☐ I Prefer Not to Identify
- ☐ No Military Service/Not A Veteran
- ☐ Military Service not Listed Below
- ☐ **Disabled Veteran:** (i) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or (ii) a person who was discharged or released from active duty because of a service-connected disability.
- ☐ **Armed Forces Service Medal Veteran:** a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.
- ☐ **Active Duty Wartime or Campaign Badge Veteran:** a veteran who served in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense. If you would like more information on campaigns or expeditions for which a campaign badge has been authorized, please visit: <http://www.opm.gov/policy-data-oversight/veterans-services/vet-guide/>.
- ☐ **Recently Separated Veteran:** any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service. Please Enter Discharge or Release Date:

General Dynamics Information Technology is committed to providing reasonable accommodations to qualified individuals with disabilities so they may complete the essential functions of their current position or desired position. HR-POL-315 Workplace Accommodations outlines the process for making a request for a reasonable accommodation.

HR-FORM-303A-12/31/14

General Dynamics Information Technology is an Equal Opportunity/Affirmative Action Employer Committed to Workforce Diversity

GENERAL DYNAMICS
Information Technology

Voluntary Self-Identification of Disability

Form CC-305
OMB Control Number 1250-0005
Expires 1/31/2020
Page 1 of 2

Why are you being asked to complete this form?

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities. To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way.

If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

- Blindness
- Deafness
- Cancer
- Diabetes
- Epilepsy
- Autism
- Cerebral palsy
- HIV/AIDS
- Schizophrenia
- Muscular dystrophy
- Bipolar disorder
- Major depression
- Multiple sclerosis (MS)
- Missing limbs or partially missing limbs
- Post-traumatic stress disorder (PTSD)
- Obsessive compulsive disorder
- Impairments requiring the use of a wheelchair
- Intellectual disability (previously called mental retardation)

Please check one of the boxes below:

- ☐ YES, I HAVE A DISABILITY (or previously had a disability)
- ☐ NO, I DON'T HAVE A DISABILITY
- ☐ I DON'T WISH TO ANSWER

Your Name

Today's Date

HR-FORM-303A--12/31/14

General Dynamics Information Technology is an Equal Opportunity/Affirmative Action Employer Committed to Workforce Diversity

GENERAL DYNAMICS
Information Technology

Voluntary Self-Identification of Disability

Form CC-805
OMB Control Number 1250-0005
Expires 1/31/2020
Page 2 of 2

Reasonable Accommodation Notice

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

Section 503 of the Rehabilitation Act of 1973, as amended. For more information about this form or the equal employment obligations of Federal contractors, visit the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp.

PUBLIC BURDEN STATEMENT: According to the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. This survey should take about 5 minutes to complete.

General Dynamics Information Technology is committed to providing reasonable accommodations to qualified individuals with disabilities so they may complete the essential functions of their current position or desired position. HR-POL-315 Workplace Accommodations outlines the process for making a request for a reasonable accommodation.

HR-FORM-303A-12/31/14

General Dynamics Information Technology is an Equal Opportunity/Affirmative Action Employer Committed to Workforce Diversity

GENERAL DYNAMICS
Information Technology

3.C EEO Self-Identification Survey at Application (HR-Form 303B)

GENERAL DYNAMICS
Information Technology

Invitation to Applicants
EEO Self Identification Survey At Application
(For EEO/Affirmative Action Reporting Purposes)

FIRST NAME: [REDACTED]	MI: [REDACTED]	LAST NAME: [REDACTED]	JR., SR. etc.: [REDACTED]	DATE: [REDACTED]
HOME ADDRESS (Number, Street, Apt. No.): [REDACTED]		CITY, STATE, ZIP: [REDACTED]		
WORK LOCATION (City, State): [REDACTED]			EMPLOYEE ID NUMBER: [REDACTED]	
<p>General Dynamics Information Technology is committed to providing equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, national origin, sex, age, disability, pregnancy, sexual orientation, gender identity, genetic information, veteran status, service in the United States uniformed services, or membership in any other protected group. As an affirmative action employer with federal contracts, we are required to report demographic information about our employees and job applicants to various agencies of the United States government. The data requested on the following pages is used to comply with the government's recordkeeping and reporting requirements and to monitor the progress of our Affirmative Action Programs.</p> <p>Disclosure of this information is completely voluntary and refusing to provide it will not subject you to any adverse treatment. The information you submit will be kept confidential, except that (i) supervisors and managers may be informed regarding restrictions on the work or duties, and regarding necessary accommodations; (ii) first aid and safety personnel may be informed, when and to the extent appropriate, if you have a condition that might require emergency treatment; and (iii) government officials engaged in enforcing laws administered by the Office of Federal Contract Compliance Programs, or enforcing the Americans with Disabilities Act, may be informed.</p> <p>This questionnaire will be maintained separate from your employee record.</p>				
SEX: <input type="checkbox"/> FEMALE <input type="checkbox"/> MALE <input type="checkbox"/> DECLINE TO DISCLOSE				
RACE/ETHNIC ORIGIN: Check ONLY ONE box				
<input type="checkbox"/> Hispanic or Latino — A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race				
<input type="checkbox"/> Two or More Races (Not Hispanic or Latino) — All persons who identify with more than one of the five races listed below				
<input type="checkbox"/> American Indian or Alaska Native (Not Hispanic or Latino) — A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment				
<input type="checkbox"/> Asian (Not Hispanic or Latino) — A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam				
<input type="checkbox"/> Black or African American (Not Hispanic or Latino) — A person having origins in any of the black racial groups of Africa				
<input type="checkbox"/> Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) — A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands				
<input type="checkbox"/> White (Not Hispanic or Latino) — A person having origins in any of the original peoples of Europe, the Middle East, or North Africa				
<input type="checkbox"/> Decline to Disclose				

HR-FORM-303B—2/9/17

FOR JOB APPLICANT USE ONLY

General Dynamics Information Technology is an Equal Opportunity/Affirmative Action Employer Committed to Workforce Diversity

GENERAL DYNAMICS
Information Technology

GENERAL DYNAMICS
Information Technology

**Invitation to Applicants
EEO Self Identification Survey at Application
(For EEO/Affirmative Action Reporting Purposes)**

VOLUNTARY SELF-IDENTIFICATION OF PROTECTED VETERAN STATUS

General Dynamics Information Technology is a Federal Government contractor subject to Section 4212 of the Vietnam Era Veterans' Readjustment Assistance Act (VEVRAA) of 1974, as amended (Section 4212), which requires Federal Government contractors to take affirmative action to employ and advance in employment: (1) disabled veterans; (2) recently separated veterans; (3) active duty wartime or campaign badge veterans; and (4) Armed Forces service medal veterans. These classifications are defined as follows:

Disabled Veteran: (i) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or (ii) a person who was discharged or released from active duty because of a service-connected disability.

Armed Forces Service Medal Veteran: a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

Active Duty Wartime or Campaign Badge Veteran: a veteran who served in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense. If you would like more information on campaigns or expeditions for which a campaign badge has been authorized, please visit: <http://www.opm.gov/policy-data-oversight/veterans-services/vet-guide/>.

Recently Separated Veteran: any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service

Our affirmative action policy prohibits discrimination against veterans and requires the company to take affirmative action to employ and advance in employment qualified protected veterans at all levels of employment, including the executive level. The following invitation is made pursuant to this policy and the affirmative action obligations required by Section 4212.

Disclosure of this information is completely voluntary and refusing to provide it will not subject you to any adverse treatment. The information will be used only in ways that are consistent with Section 4212.

If you believe you belong to any of the categories of protected veterans listed above, please indicate by checking the appropriate box below. This information will assist the company in measuring the effectiveness of the outreach and positive recruitment efforts we undertake pursuant to VEVRAA.

Please check one of the boxes below:

- ☐ I identify as one or more of the classifications of protected veteran listed above.
☐ I am NOT a protected veteran.
☐ I choose not to disclose.

Your Name

Today's Date

General Dynamics Information Technology is committed to providing reasonable accommodations to qualified individuals with disabilities so they may complete the essential functions of their current position or desired position. HR-POL-315 Workplace Accommodations outlines the process for making a request for a reasonable accommodation.

HR-FORM-3035-2/9/17

FOR JOB APPLICANT USE ONLY

General Dynamics Information Technology is an Equal Opportunity/Affirmative Action Employer Committed to Workforce Diversity

GENERAL DYNAMICS
Information Technology

GENERAL DYNAMICS
Information Technology

Voluntary Self-Identification of Disability

Form CC-305
OMB Control Number 1250-0005
Expires 1/31/2020
Page 1 of 2

Why are you being asked to complete this form?

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities. To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way.

If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

- | | | | |
|-------------|----------------------|--|--|
| • Blindness | • Autism | • Bipolar disorder | • Post-traumatic stress disorder (PTSD) |
| • Deafness | • Cerebral palsy | • Major depression | • Obsessive compulsive disorder |
| • Cancer | • HIV/AIDS | • Multiple sclerosis (MS) | • Impairments requiring the use of a wheelchair |
| • Diabetes | • Schizophrenia | • Missing limbs or partially missing limbs | • Intellectual disability (previously called mental retardation) |
| • Epilepsy | • Muscular dystrophy | | |

Please check one of the boxes below:

- ☐ YES, I HAVE A DISABILITY (or previously had a disability)
☐ NO, I DON'T HAVE A DISABILITY
☐ I DON'T WISH TO ANSWER

Your Name

Today's Date

HR-FORM-3035-2/9/17

FOR JOB APPLICANT USE ONLY

General Dynamics Information Technology is an Equal Opportunity/Affirmative Action Employer Committed to Workforce Diversity

GENERAL DYNAMICS
Information Technology

Voluntary Self-Identification of Disability

Form CC-305

OMB Control Number 1250-0005

Expires 1/31/2020

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Reasonable Accommodation Notice

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

Section 503 of the Rehabilitation Act of 1973, as amended. For more information about this form or the equal employment obligations of Federal contractors, visit the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp.

PUBLIC BURDEN STATEMENT: According to the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. This survey should take about 5 minutes to complete.

General Dynamics Information Technology is committed to providing reasonable accommodations to qualified individuals with disabilities so they may complete the essential functions of their current position or desired position. HR-POL-315 Workplace Accommodations outlines the process for making a request for a reasonable accommodation.

HR-FORM-305E-2/9/17

FOR JOB APPLICANT USE ONLY

General Dynamics Information Technology is an Equal Opportunity/Affirmative Action Employer Committed to Workforce Diversity

4.0 SIGNED ADDENDUM 1

Please reference Addendum 1 to this Bid Response Packet for the signed addenda applicable to this IFB # 710-19-1020.

5.0 SIGNED ADDENDUM 2

Please reference Addendum 2 to this Bid Response Packet for the signed addenda applicable to this IFB # 710-19-1020.

6.0 SIGNED ADDENDUM 3

Please reference Addendum 3 to this Bid Response Packet for the signed addenda applicable to this IFB # 710-19-1020.

7.0 MINIMUM QUALIFICATIONS

7.A Minimum Qualifications and Vendor Experience

Vendor and Vendor subcontractors **must** have a combined minimum of three (3) years' experience out of the last five (5) years administering a comprehensive analysis and evaluation of state Medicaid Waiver programs (including but not limited to Medicaid Expansion Programs via Premium Assistance) or state Medicaid State Plan programs of a similar size and complexity as the ARWorks program.

For verification purposes of the experience and competency requirement, Vendor and Vendor subcontractors **must** provide an overview of prior work meeting this requirement, including:

7.A.1 Vendor Qualifications and Experience

Minimum Qualifications and Vendor Experience

Project	
Agency/Client	
Performance Period	
Scope of Evaluation	

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Minimum Qualifications and Vendor Experience

Program
Description

Number of
Staff

Minimum Qualifications and Vendor Experience

Technical
Environment

Estimated
Beneficiaries

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Minimum Qualifications and Vendor Experience

Contract
Length

Contract
Amount

Contract
Manager
Contact

Table 1: Minimum Qualifications and Vendor Experience

Bidder and all bidder subcontractors must provide three (3) professional references.

[illegible]

Table 2: Professional References

7.C Conflict of Interest/Independence


GDIT will collaborate with DHS Office of Chief Counsel to ensure no conflicts arise without mitigation.

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Section 2 C. Conflict of Interest/Independence.

General Dynamics Information Technology, Inc. (GDIT) hereby certifies that it has read the Organizational or Personal Conflict of Interest Clause (Attachment F), and that, without limitation or qualification, has no actual, apparent, or potential conflicts of interest with, and is independent from:



[Bidder or Subcontractor] Name:	General Dynamics Information Technology, Inc.	Date:	May 7, 2019
Signature:		Title:	Contracts Administrator, Senior
Printed Name:			

Section 2 C. Conflict of Interest / Independence.

[REDACTED] subcontractor to General Dynamics Information Technology, Inc. (GDIT), hereby certifies that it has read the Organizational or Personal Conflict of Interest Clause (Attachment F), and that, without limitation or qualification, has no actual, apparent, or potential conflicts of interest with, and is independent from:

[REDACTED]

Subcontractor Name:	[REDACTED]	Date:	5/7/2019
Signature:	[REDACTED]	Title:	Associate Manager
Printed Name:	[REDACTED]		

IFB #710-19-1020, Expanded Medicaid Evaluation

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7.D Sanctions, Corrective Actions or Adverse Medicaid Program Occurrence

Bidder and all bidder subcontractors must certify that:

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Section 2 D. Sanctions, Corrective Actions or Adverse Medicaid Program Occurrence

General Dynamics Information Technology, Inc. (GDIT) certifies that:

1. GDIT is unaware of any sanctions during this period and, as a large Government contractor with tens of thousands of task orders over the past ten years, has not and does not track corrective actions. We work closely with our customers to ensure we meet our contractual obligations.
2. GDIT has not been involved with any of the stated occurrences during the past five (5) years.

[Bidder or Subcontractor] Name:	General Dynamics Information Technology, Inc.	Date:	May 7, 2019
Signature:		Title:	Contracts Administrator, Senior
Printed Name:			

Section 2 D. Sanctions, Corrective Actions or Adverse Medicaid Program Occurrence

[REDACTED] subcontractor to General Dynamics Information Technology, Inc. (GDIT), certifies that:

1. It has not received any sanctions or corrective actions by a state of Federal government within the last ten (10) years; and
2. It has not been involved with any of the following occurrences regarding any state's Medicaid programs within the past five (5) years, including but not limited to Medicaid expansion programs:
 - a. Any ongoing litigation and any litigation resolved (including by settlement).
 - b. Any states' departments of insurance market conduct examinations and findings.
 - c. Any financial penalties greater than one thousand dollars (\$1,000.00) incurred as a result of failure to meet one or more contractual performance standards on any evaluation contract.

Subcontractor Name:	[REDACTED]	Date:	5/7/2019
Signature:	[REDACTED]	Title:	Associate Manager
Printed Name:	[REDACTED]		

IFB #710-19-1020, Expanded Medicaid Evaluation

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7.E Bondability

Vendor must submit a Certification of Bondability from an admitted Surety Insurer with its bid submission. The certification should unconditionally offer to guarantee to the extent of one hundred percent (100%) of the annual contract price the bidder's performance in all respects of the terms and conditions of the IFB and the resultant contract.

[REDACTED]

April 22, 2019

Arkansas Division of Medical Services
Department of Human Services
Donaghey Plaza South
P. O. Box 1437, Slot S401
Little Rock, Arkansas 72203-1437

RE: General Dynamics Information Technology Inc.
Bid Number: 710-19-1020 - Expanded Medicaid Evaluation for the
Arkansas Department of Human Services (DHS), Division of Medical Services

Dear Sir/Madam:

It has been the privilege of [REDACTED] to provide surety bonds for General Dynamics Information Technology Inc. for over twenty (20) years. During that time they have completed and we have bonded projects for a wide variety of owners.

It is our opinion that General Dynamics Information Technology Inc. is qualified to perform the above captioned project. At their request we will give favorable consideration to providing the required performance and payment bonds. We would unconditionally offer to guarantee to the extent of one hundred percent (100%) of the annual contract price the bidder's performance in all respects of the terms and conditions of the IFB and the resultant contract.

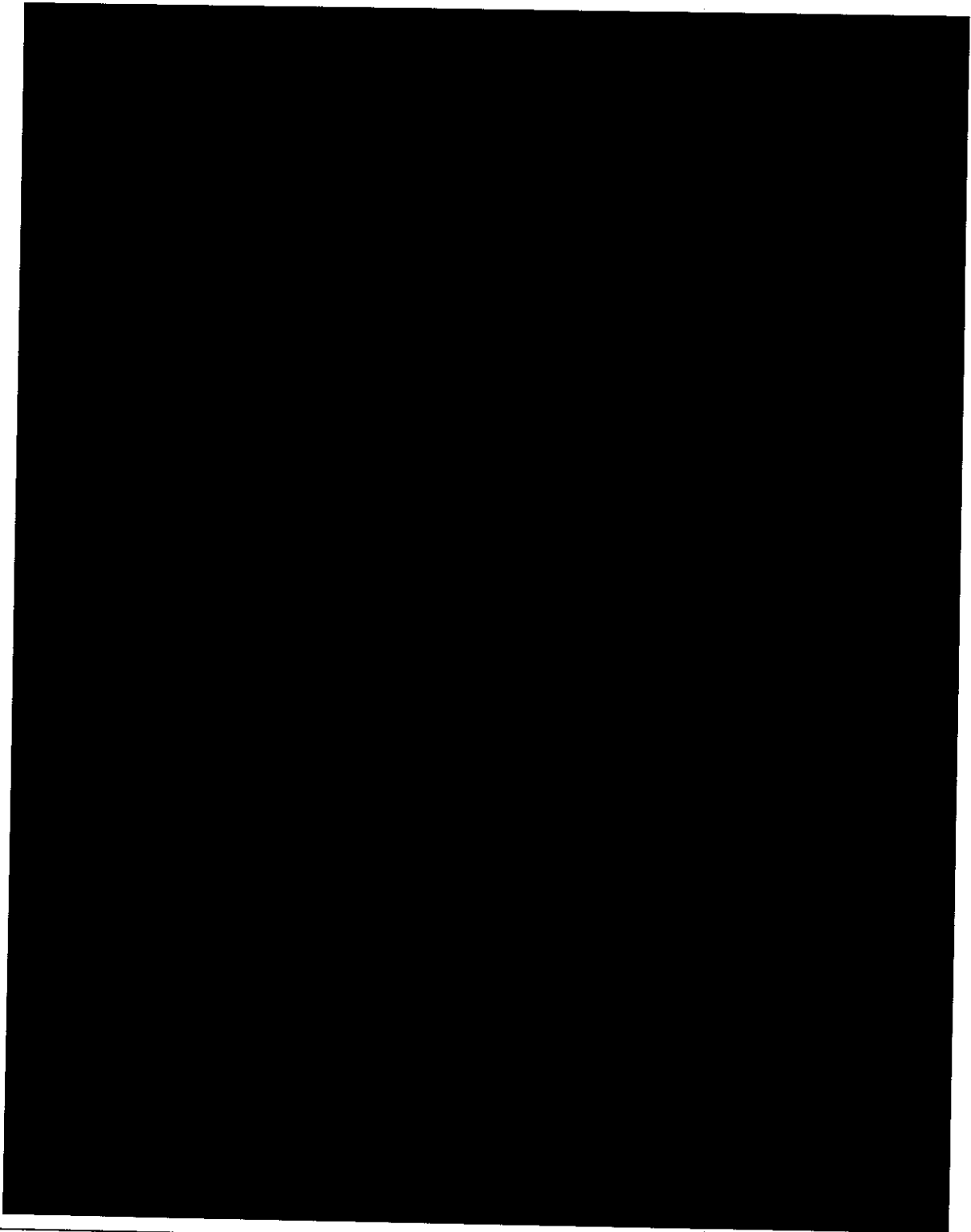
Please note that the decision to issue performance and payment bonds is a matter between General Dynamics Information Technology Inc. and [REDACTED] and will be subject to our standard underwriting at the time of the final bond request, which will include but not be limited to the acceptability of the contract documents, bond forms and financing.

If you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely,

[REDACTED]

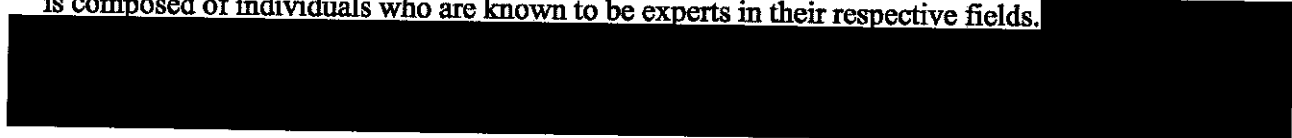
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7.F ARWorks Evaluation Organizational Chart

GDIT's proposed team, as shown in Figure 1. GDIT's ARWorks Evaluation Organizational Chart is composed of individuals who are known to be experts in their respective fields.



ARWorks Evaluation Organizational Chart

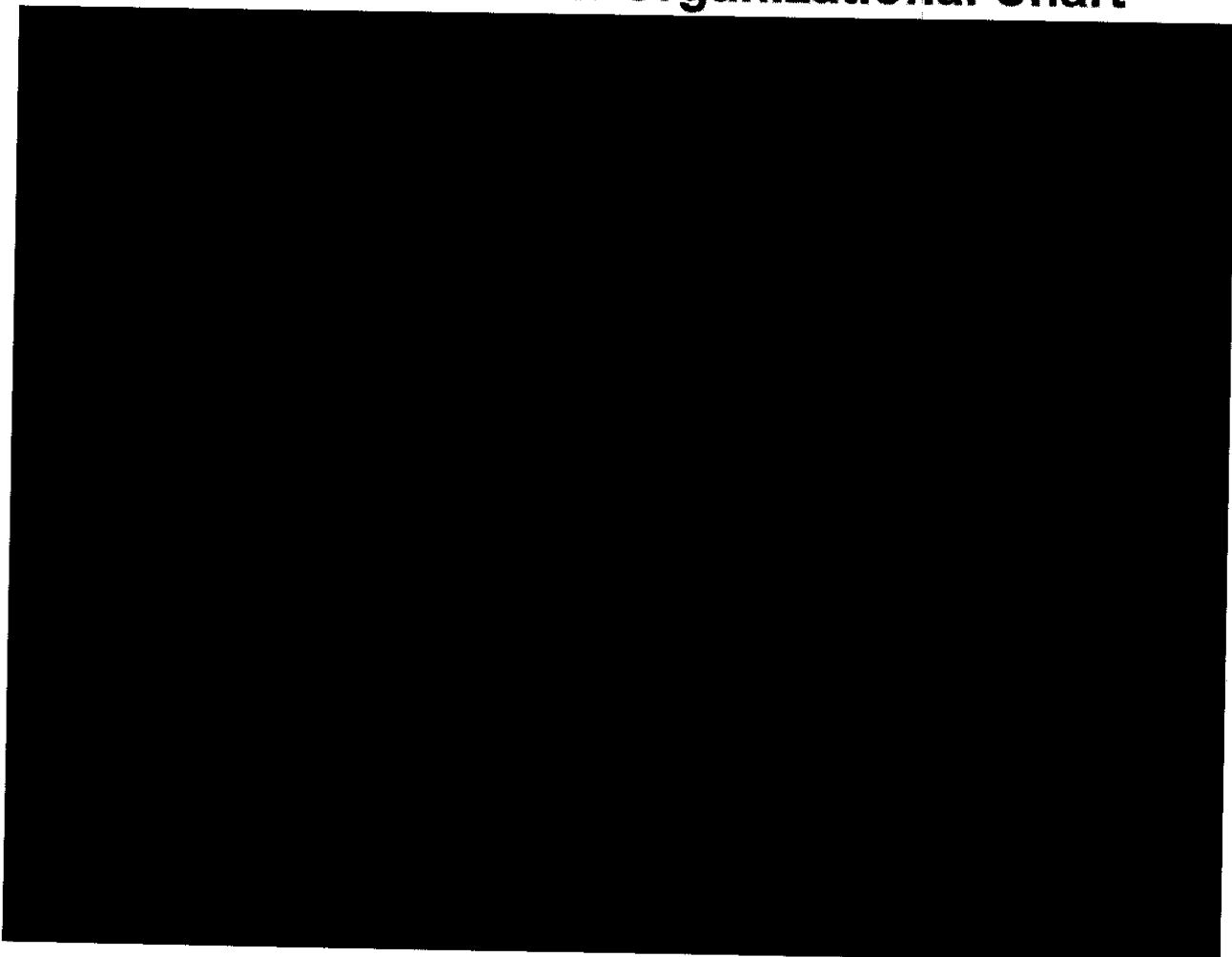


Figure 1: ARWorks Evaluation Organizational Chart

8.0 Approach to Expanded Medicaid Evaluation

8.A Vendor Background

Organizational Structure: General Dynamics Information Technology, Inc. (GDIT) is one of two business units within the General Dynamics Information Systems and Technology business group of General Dynamics Corporation. GDIT is a wholly owned subsidiary of General Dynamics Corporation, a Fortune 100 company. GDIT leverages the past performance and capabilities of Buccaneer Computer Systems & Service, Inc. (herein referred to as Buccaneer), which is a wholly-owned subsidiary of GDIT. GDIT also leverages CSRA State and Local Solutions, LLC, a GDIT Company. GDIT, Buccaneer and CSRA are hereinafter referred to collectively as "GDIT".

GDIT has been a trusted partner with Arkansas Department of Human Services, Division of Medical Services since 2008 and our office is located at **124 W Capitol, Suite 990**, just two blocks away from AR DHS.

GDIT is well-versed in assembling and managing teams of qualified subcontractors throughout contract performance.

8.B Staffing Approach

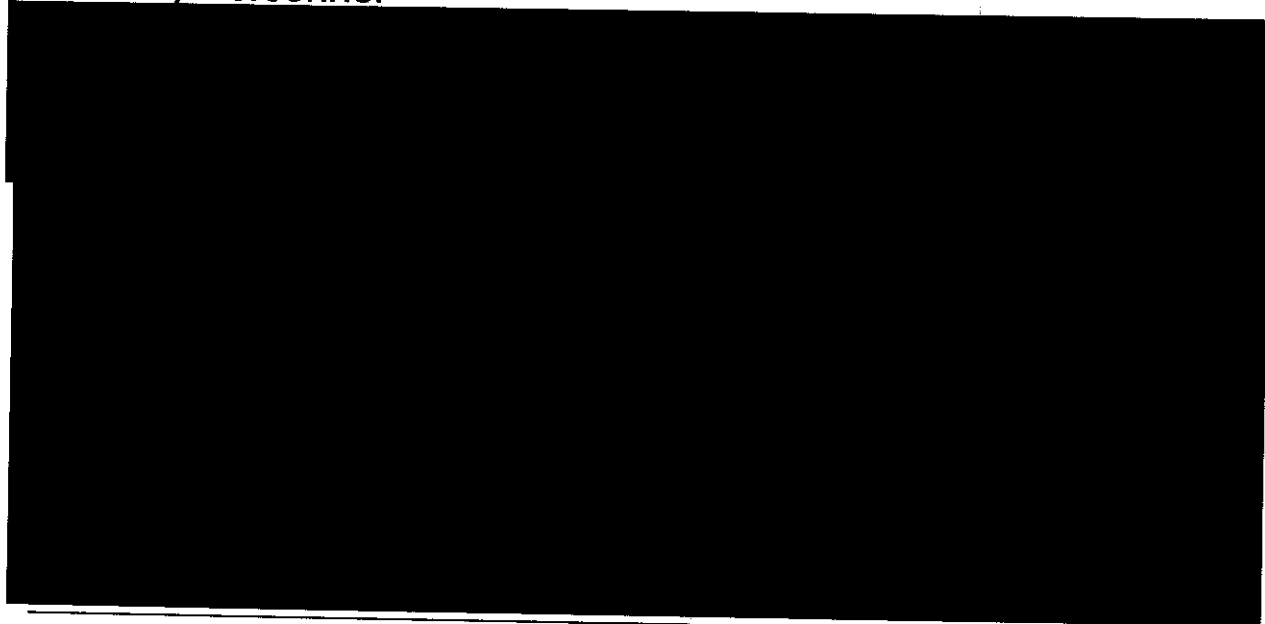
The driver that makes our company agile, and ensures our continued performance is our culture of continuous improvement. It is a priority at all levels of our company, with every employee engaged in finding new ways to do things faster, better, and more cost-effectively, and push the boundaries of our potential.

Ensuring that the right people with the right skills are in place quickly, and throughout the program, is critical to the success of the Arkansas Expanded Medicaid Evaluation contract.

STRENGTHS

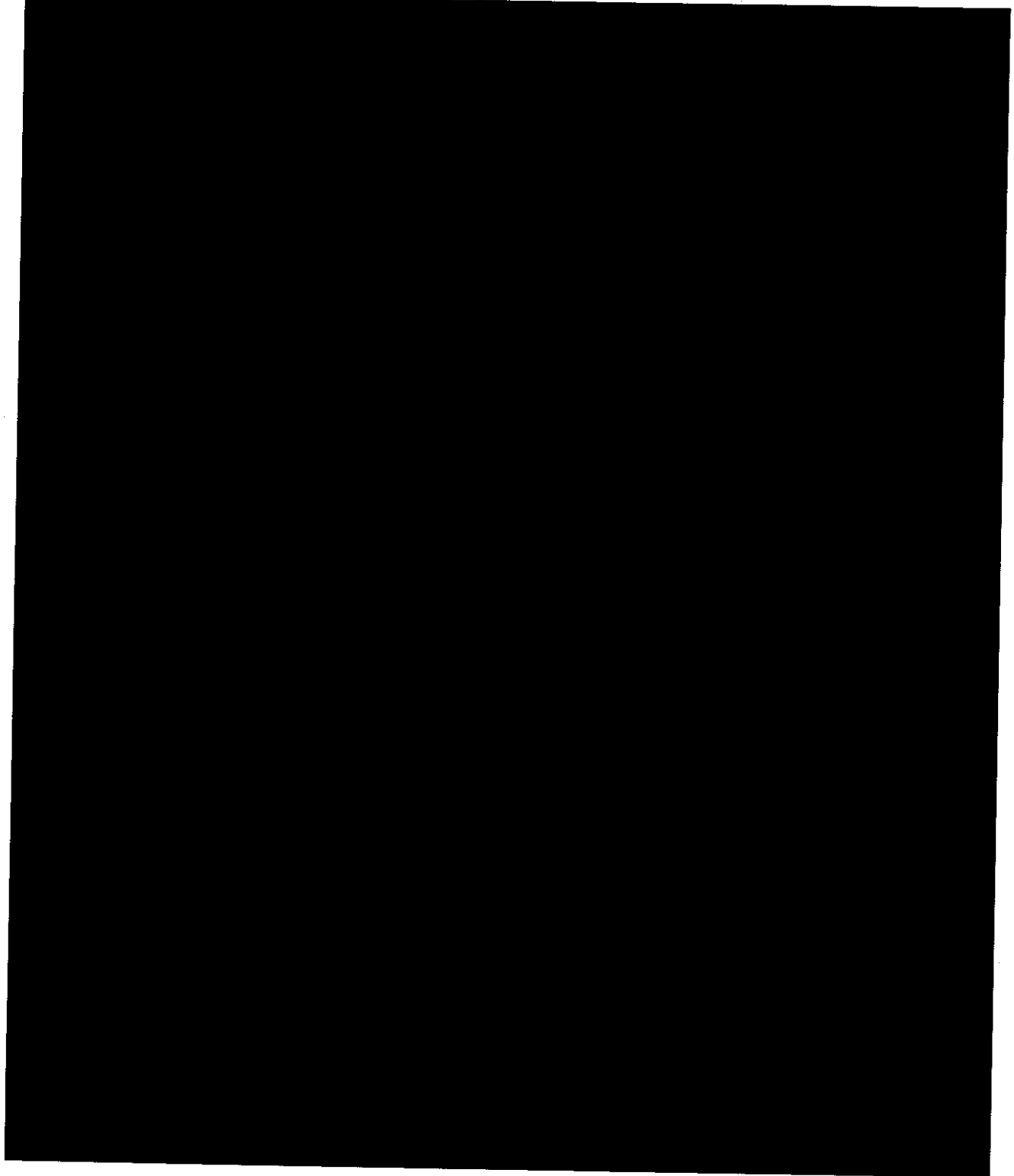


8.C Key Personnel

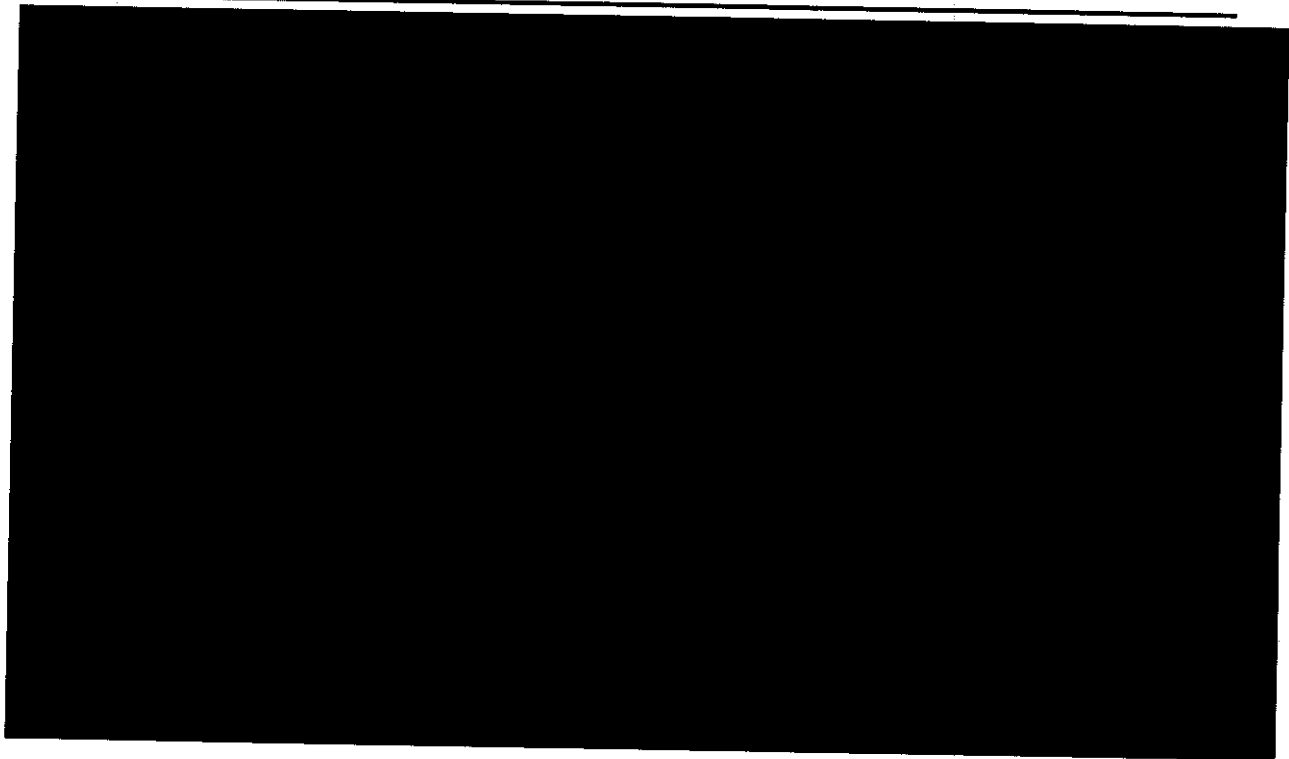


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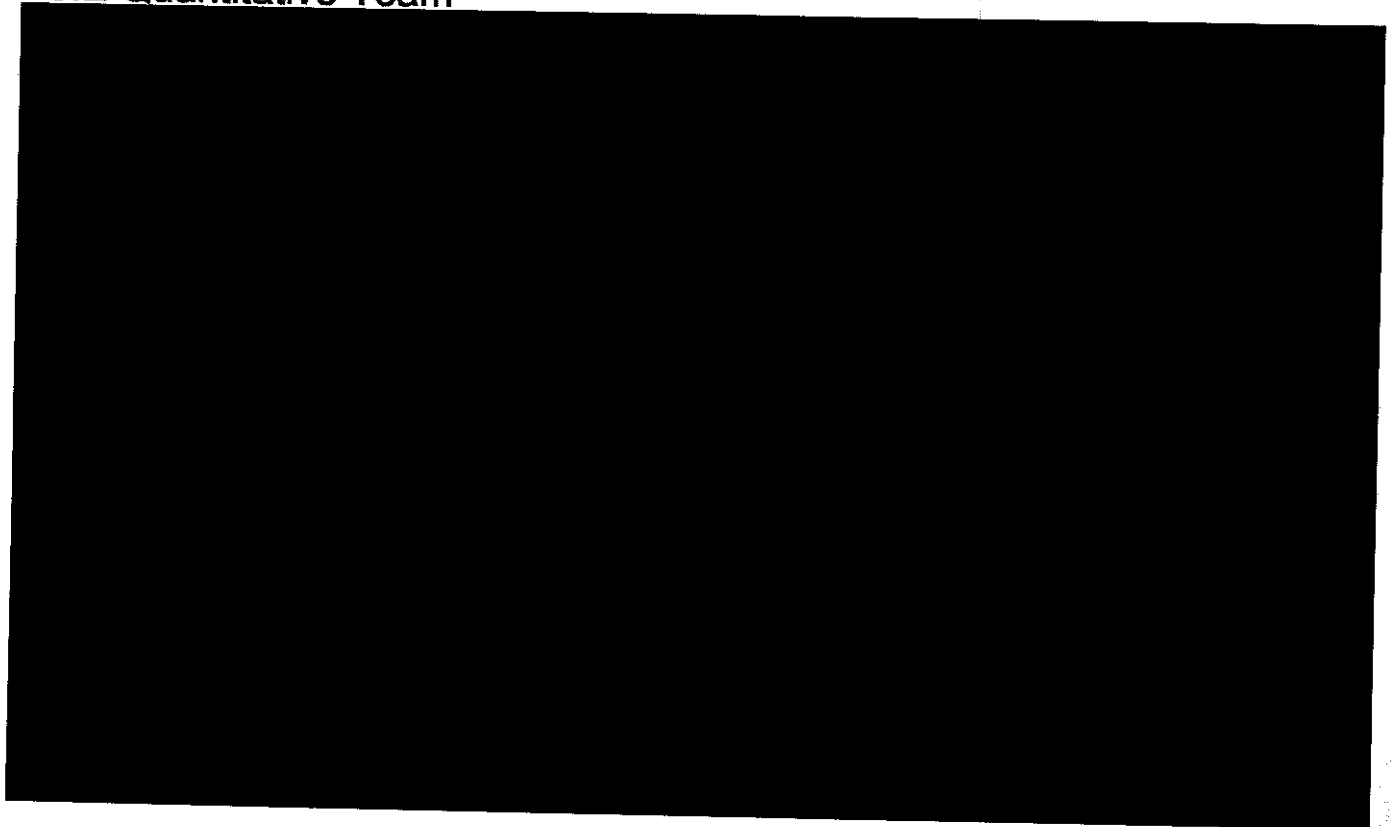
8.D Evaluation Integration Office



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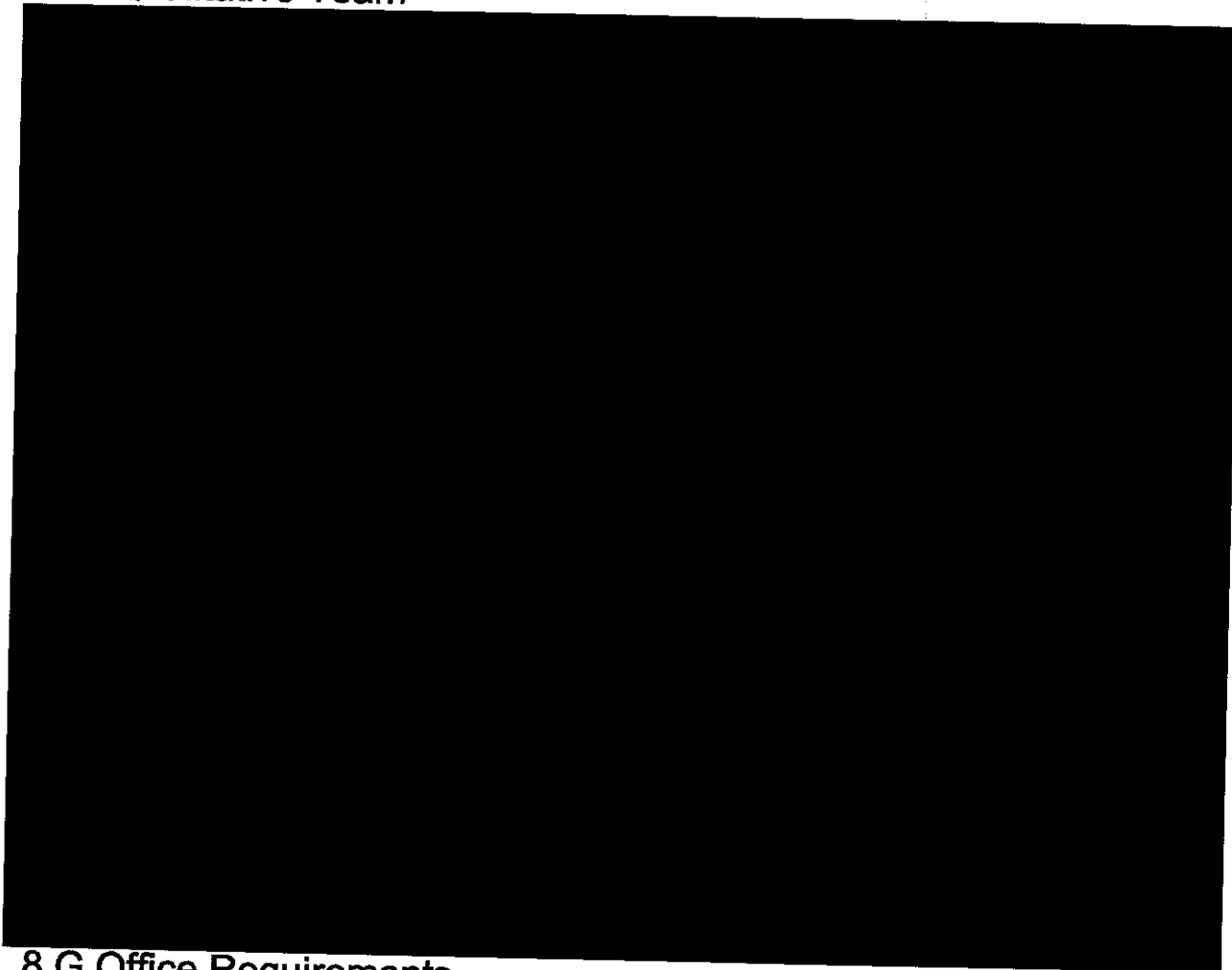


8.E Quantitative Team



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8.F Qualitative Team



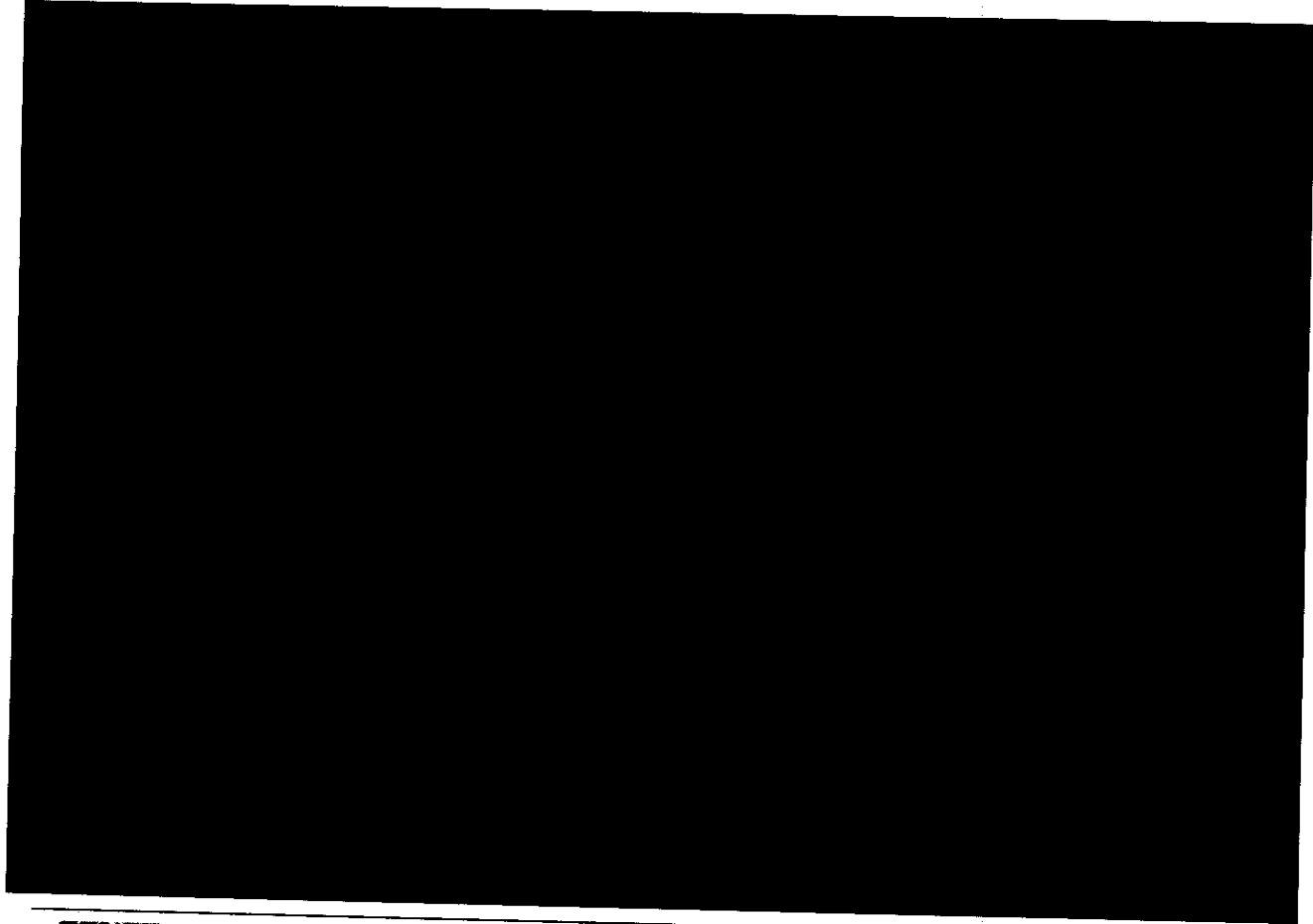
8.G Office Requirements

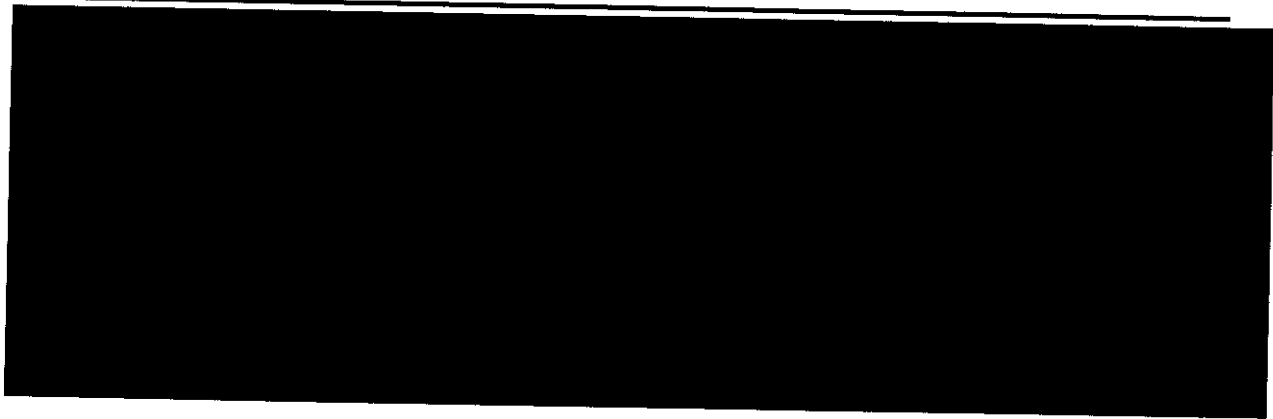
GDIT's office is **two and half blocks** from the Arkansas Department of Human Services. We can attend meetings in person and be called upon for impromptu meetings as well. Our office is open at a minimum from 8 am to 5 pm central time. We have an automated way to receive messages and information from CMS, DHS, beneficiaries, providers and others after business hours or holidays such as dedicated phone number with voice mail and dedicated email address. GDIT purchases and maintains all necessary computer equipment for staff on the Arkansas Expanded Medicaid Evaluation contract.

8.H Privacy Training and Compliance

Protecting our customers' data is a top priority at GDIT. GDIT's Culture of Responsibility (CoR) instills a mindset within our employees that places customer data to the forefront.

Protecting Arkansas Medicaid Data





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