



NASA SEWP VI Ordering Guide

HCH Enterprises, LLC | Contract 80TECH26D0211 | Category C (ITC/AV Mission-Based Services), Group C1 | Version 1.0 | October 23, 2026

1. About HCH Enterprises and the SEWP VI contract

HCH Enterprises, LLC is an information technology and professional services company headquartered at 3016 Post Road, Warwick, Rhode Island 02886, serving federal, state, local and private clients. HCH is a small business and a small disadvantaged business (as registered in SAM.gov, UEI U5CMQ6FXBCG9, CAGE 3Z6K6) with an ISO 9001:2015 certified quality management system.

HCH holds NASA SEWP VI contract 80TECH26D0211 in Category C, Group C1 (Small Business Set-Aside). SEWP VI is a Government-Wide Acquisition Contract (GWAC): a multiple-award, indefinite-delivery, indefinite-quantity contract that all federal agencies may use. Category C covers customized, mission-based information technology, communication and audio-visual (ITC/AV) services. Product-only requirements are outside Category C; products may be included only when they are ancillary to a services effort.

HCH services available under this contract include: custom application and software development; cloud services; cybersecurity and compliance services; information and data analytics; IT operations, maintenance and help desk support; network services; database services; training; and program and project management, including support staff such as business analysts, data analysts, database administrators, security analysts, engineers, quality assurance and program managers. Labor categories and rates are posted in the SEWP database of record and are available to ordering offices through the SEWP quote tools.

Fair Opportunity

Contractors will be provided a fair opportunity at the individual order level as appropriate per FAR Part 16.505(b), including the SEWP RFQ tools. No documentation for the order selection is required to be submitted with the order. All such documentation is to be maintained by the issuing procurement office. (SEWP VI contract clause A.1.13, Fair Opportunity and Requests for Quotes.)

NASA SEWP program: <https://www.sewp.nasa.gov>. SEWP help desk: chhelp@sewp.nasa.gov or (301) 286-4555.

2. How to get a quote

Federal ordering offices request quotes through the NASA SEWP Quote Request Tool (QRT). HCH responds to QRT requests through the SEWP Contract Holder Only Page, with a CLIN verification file that matches the quote. HCH does not email quotes outside the QRT when a request was issued through it.

Contact	Name and title	Phone	Email
Program Manager	Henry C. Hodge, President/CEO	(401) 265-4613	hodge@hchent.com
Deputy Program Manager	Augusta Inniss, Senior Project Manager	(443) 569-2641	ainniss@hchent.com
Main office	HCH Enterprises, LLC	(401) 568-5778	Use the Program Manager and Deputy Program Manager emails above

- To request a quote: submit a request through the NASA SEWP QRT, or call or email the contacts above for help with your requirement.
- HCH can quote labor categories, defined services, fixed-price and time-and-materials work, and labor-hour work, as allowed for SEWP orders.
- Quotes state how long they are valid. HCH honors any order placed within the stated period.
- HCH acknowledges requests the same business day.

3. How to place an order

- Orders go through the SEWP Program Management Office (PMO) first. Send the order to sewporders@sewp.nasa.gov (or the method SEWP designates), including the order date, a signature of the authorized ordering official, the HCH contract number 80TECH26D0211, billing and shipping information, the SEWP CLINs, the total amount, and any period of performance.
- HCH begins work only after the PMO assigns a SEWP Control Number (SCN) and sends HCH the order. Micro-purchase credit card orders are the one exception.
- Pricing on every order is at or below the price in the SEWP database of record. The SEWP program fee is included in the price and is not listed separately.
- Order types and limits: the SEWP contract allows firm-fixed-price, time-and-materials and labor-hour orders. Category C orders are limited to \$2 million per order (including options) in the first year and \$10 million per order in the second year, as set by the contract and subject to modification.
- Payment: HCH accepts payment by EFT and by Government purchase card. No purchase card surcharge applies.
- Other terms: items are marked for Trade Agreements Act compliance on quotes; applicable subcontracting rules, including AbilityOne subcontracting on applicable orders, are followed.

4. Support after you order

Topic	HCH policy and procedure	Contact (name, phone, email)
Installation and implementation	HCH completes work according to the order's statement of work and schedule. Kickoff within 5 business days of the SCN.	Henry C. Hodge, (401) 265-4613, hodge@hchent.com , or Augusta Inniss, (443) 569-2641, ainniss@hchent.com
Basic warranty	HCH corrects non-conforming services at no charge during the acceptance period stated in the order.	Henry C. Hodge, (401) 265-4613, hodge@hchent.com , or Augusta Inniss, (443) 569-2641, ainniss@hchent.com
Extended warranty or maintenance	Available as a separately priced option on request.	Henry C. Hodge, (401) 265-4613, hodge@hchent.com , or Augusta Inniss, (443) 569-2641, ainniss@hchent.com
Technical support	Business days, 8:00 AM to 5:00 PM Eastern. Contact the Program Manager or Deputy Program Manager by phone or email. HCH acknowledges requests the same business day and responds within one business day.	Henry C. Hodge, (401) 265-4613, hodge@hchent.com , or Augusta Inniss, (443) 569-2641, ainniss@hchent.com
Software support	HCH supports software it develops or maintains under the order. Third-party software is supported by its provider.	Henry C. Hodge, (401) 265-4613, hodge@hchent.com , or Augusta Inniss, (443) 569-2641, ainniss@hchent.com
Other post-delivery issues	Invoice questions, change requests and closeout go to the Program Manager or Deputy Program Manager.	Henry C. Hodge, (401) 265-4613, hodge@hchent.com , or Augusta Inniss, (443) 569-2641, ainniss@hchent.com

5. Troubleshooting a problem order

- Step 1: contact the HCH Program Manager or Deputy Program Manager listed in section 2. They coordinate with the project team and answer within one business day.
- Step 2: if the issue is not resolved, escalate to Henry C. Hodge, President/CEO, (401) 265-4613, hodge@hchent.com.
- Step 3: any customer may also contact the NASA SEWP help desk at chhelp@sewp.nasa.gov or (301) 286-4555.

- HCH tracks every reported problem to resolution and will tell you if a delivery date is at risk before it is missed.

6. Contract and compliance information

Item	Detail
Company	HCH Enterprises, LLC, 3016 Post Road, Warwick, RI 02886
SEWP VI contract number	80TECH26D0211, Category C, Group C1
UEI / CAGE	U5CMQ6FXBCG9 / 3Z6K6
Business size (SAM.gov)	Small business; small disadvantaged business
Quality	ISO 9001:2015 certified quality management system
Facility clearance	DoD Facility Clearance at the Secret level (non-possessing)
NASA SEWP website	https://www.sewp.nasa.gov
HCH website	https://www.hchent.com

This guide follows the SEWP VI Statement of Work section A.6 and the Contract Holder User Manual. It will be updated within 10 business days after every contract modification. Last updated: October 23, 2026.