



**AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

SIN 132-51 / 132-51-STLOC / 132-51RC - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

- FPDS Code D301 IT Facility Operation and Maintenance
- FPDS Code D302 IT Systems Development Services
- FPDS Code D306 IT Systems Analysis Services
- FPDS Code D307 Automated Information Systems Design and Integration Services
- FPDS Code D308 Programming Services
- FPDS Code D310 IT Backup and Security Services
- FPDS Code D311 IT Data Conversion Services
- FPDS Code D316 IT Network Management Services

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

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Contract Number: GS-35F-0701N

Period Covered by Contract: June 15, 2008 - June 14, 2013 (Option I)

Business Size/Status: Small Disadvantaged, 8(a)

**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE**

Pricelist current through Modification A095, dated July 22, 2010

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).



Contract Holder



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4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number - **100350748**
Block 30: Type of Contractor **A. Small Disadvantaged Business**
Block 31: Woman-Owned Small Business **No**
Block 36: Contractor's Taxpayer Identification Number (TIN) - **52-2200398**

- 4a. CAGE Code: **3C5A7**
- 4b. Contractor **has** registered with the Central Contractor Registration Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

- a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-51/ 132-51-STLOC / 132-51RC	To be negotiated with ordering agency

SPECIAL ITEM NUMBER	EXPEDITED DELIVERY TIME (Days ARO)
132-51/ 132-51-STLOC / 132-51RC	To be negotiated with ordering agency

SPECIAL ITEM NUMBER	OVERNIGHT & 2- DAY DELIVERY TIME (Days ARO)
132-51/ 132-51-STLOC / 132-51RC	To be negotiated with ordering agency

- b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: **0%** - **30 days** from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: **None**
- c. Dollar Volume: **None**
- d. Government Educational Institutions: **Offered the same discounts as all other Government customers**
- e. Other: **None**

8. TRADE AGREEMENTS ACT OF 1979, as amended

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING

Not Applicable

10. SMALL REQUIREMENTS

The minimum dollar value of orders to be issued is **\$100.00**.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)

The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item No. 132-51 / 132-51STLOC/ 132-51RC - Information Technology Professional Services

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be

reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.

- (c) **Certifications, Licenses and Accreditations:** As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) **Insurance:** As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) **Overtime:** For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.gsaadvantage.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

Not Applicable

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 / 132-8STLOC / 132-8RC.

23. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: **Digital Infuzion is in compliance with Section 508. For detailed information about Section 508 compliance, please contact Hemant Virkar at 301-948-4871.**

The EIT standard can be found at: www.Section508.gov/.

Digital Infuzion is an information technology (IT) company focused on providing innovative technical solutions to organizations around the globe. Please contact Digital Infuzion, Inc., at (301) 948-4871, via E-mail: info@digitalinfuzion.com or visit our website: <http://www.digitalinfuzion.com> for more information.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
 - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES
(SPECIAL ITEM NUMBER 132-51 / 132-51STLOC / 132-51RC)**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 / 132-51STLOC /132-51RC Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 Contract Terms And Conditions--Commercial Items (MAR 2009) (Deviation I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 Contract Terms And Conditions –Commercial Items (MAR 2009) (Alternate I – OCT 2008) (Deviation I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (Alternate I – OCT 2008) (Deviation I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (Alternate I – OCT 2008) (Deviation I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision: :

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

Please refer to the information provided on pages #[11](#) through [17](#)

DIGITAL INFUZION GSA LABOR CATEGORY DESCRIPTIONS

Commercial Job Title: Applications Architect I

Minimum/ General Experience: 2 years related experience.

Functional Responsibilities: Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency.

Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Applications Architect II

Minimum/ General Experience: 4 years related experience.

Functional Responsibilities: Analyzes requirements to define the required functionality of the application. Uses automated development tools and CASE tools to design and implement complex systems solutions to meet the required system functionality. Ensures that the design implementation is optimized to provide the most efficient use of systems resources, including data structure development, application development, and database tuning. Analyzes existing infrastructure, systems, policies, and procedures to ensure that the proposed solution will be functional as part of the overall environment in which it must perform. Works with a team of application developers to implement the solution. Serves as the development team's subject matter expert on issues related to system level design, design implementation, and system performance. Ensures the development of other team members by providing constructive feedback and assessment of abilities and performance. Provides feedback to managers on technical progress and implementation issues.

Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Applications Architect III

Minimum/ General Experience: 6 years related experience.

Functional Responsibilities: Analyzes requirements to define the required functionality of the application. Uses automated development tools and CASE tools to design and implement complex systems solutions to meet the required system functionality. Ensures that the design implementation is optimized to provide the most efficient use of systems resources, including data structure development, application development, and database tuning. Analyzes existing infrastructure, systems, policies, and procedures to ensure that the proposed solution will be functional as part of the overall environment in which it must perform. Serves as the development teams subject matter expert on issues related to system level design, design implementation, and system performance. Ensures the development of other team members by providing constructive feedback and assessment of abilities and performance. Provides feedback to managers on technical progress and implementation issues.

Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Chief Technology Officer II

Minimum/ General Experience: 8 years related experience.

Functional Responsibilities: Assists and works with all other senior staff members with the design and implementation of complex systems issues. Trained and certified, where applicable, in all emerging technologies and software solutions products. Responsible for Web development, formulation of technical standards, research and recommending tools and techniques to create innovative solutions, address all software, hardware, security and technology-related issues, leads a team of experts to architect, build, and maintain a state-of-the-art electronic environment to clients.

Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Configuration Manager II
Minimum/ General Experience: 3 years related experience.
Functional Responsibilities: Experience in managing project requirements, software configuration, and defect and change management. Responsible for implementing a coordinated process that results in efficiently developing and maintaining products that have accountability, traceability and reproducibility. Provides a process that will aid in developing a quality product and framework for producing deliverables. Creates and presents configuration management plans in accordance to the organizational CMP, support projects from requirements analysis phase through to implementation coordinating with Program Office, engineers, test and QA.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Database Administrator III
Minimum/ General Experience: 4 years related experience.
Functional Responsibilities: Designing, maintaining, and controlling the corporate database(s) and data dictionary(s) on multiple platforms. Troubleshooting and resolving operational problems pro-actively and ensuring consistent operational excellence. Performing complete maintenance such as database backups, integrity checks, load monitoring, and performance tuning. Developing, documenting, and enforcing the standards for access to the database(s). Analyzing all informational requirements of production systems and developing database specifications. Designing, implementing, and periodically testing the database backup and recovery procedures. Defining procedures for testing and implementing new applications in the database environment. Analyzing current and projected future database performance; fine tuning and/or recommending hardware changes when necessary. Interacting with technical support team and DBMS vendor to schedule installation and maintenance of the DBMS software and upgrades.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Database Developer I
Minimum/ General Experience: 1 year related experience.
Functional Responsibilities: Directs programmers and analysts to make changes to data base management system. Reviews and corrects programs. Answers user questions. Confers with coworkers to determine impact of data base changes on other systems and staff cost for making changes to database. Modifies data base programs to increase processing performance, referred to as performance tuning. Workers typically specialize in one or more types of data base management systems. May train users. Experienced with the design, testing and implementation of Internet Systems database applications. Performs administration of Internet-based database systems. Experienced with relational-like database management systems, text retrieval systems, object repositories, other DBMSs, statistical packages, microcomputer application packages, SQL, HTML, Perl or similar scripting languages.
Minimum Experience: Bachelor's Degree or Equivalent.

Commercial Job Title: Database Developer III
Minimum/ General Experience: 4 years related experience.
Functional Responsibilities: Design, develop, and maintain data-driven web-based applications and their environments. Design and implement approaches to make legacy data sources interoperable with other applications. Other duties such as data normalization as assigned. Experience in developing and deploying large database applications. Experience with data modeling, hands-on programming, Windows NT.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Help Desk Administrator III**Minimum/ General Experience:** 4 years related experience.**Functional Responsibilities:** Provides overall administration to the help desk staff who are responsible to users in the areas of email, desktop solutions, and other administrative services. Will support data gathering on Service Level Agreements (SLAs) and act as liaison to users experiencing problems.**Minimum Experience:** Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.**Commercial Job Title: Help Desk Technician IV****Minimum/ General Experience:** 8 years related experience.**Functional Responsibilities:** Provides telephone support to users. Logs and prioritizes calls, tracks technicians, and provides reports as required regarding compliance with Service Level Agreements (SLAs). Analyze and determine requirements for customer service areas. Provide telephone hot-line support in a help desk environment; demonstrates a thorough understanding of the technical environment and has skills assisting personnel. Must have knowledge of PC operating systems (e.g. Windows 95, NT) and networking and mail standards. Customer service and communication skills are necessary.**Minimum Experience:** High School Diploma or Equivalent.**Commercial Job Title: LAN/WAN Administrator II****Minimum/ General Experience:** 3 years related experience.**Functional Responsibilities:** This individual will assist Program Manager or client IRM Manager in the research, design, configuration, implementation, and management of complex multi-user LAN/WAN network systems and communication systems. Certified in applicable LAN/WAN software products and applications. Experienced in their implementation and integration. Experienced in anti-virus software products and their utilization. Assists LAN/WAN Manager in network related problem resolutions, technical performance monitoring, and administrative issues. May assist with prioritization of network control center tasks.**Minimum Experience:** Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.**Commercial Job Title: Network Engineer I****Minimum/ General Experience:** 1 year related experience.**Functional Responsibilities:** Analyzes problems for resolution through electronic data processing based network and telecommunications tools and methods. Plans Local Area Network systems software development and enhancements. Investigates availability and provides cost estimates of new equipment requested. Monitors task status, and provides recommendations to alleviate any discrepancies.**Minimum Experience:** Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Network Engineer III
Minimum/ General Experience: 4 years related experience.
Functional Responsibilities: Analyzes problems for resolution through electronic data Processing based network and telecommunications tools and methods. As a lead engineer, provides supervision and guidance to other network engineers. Plans Local Area Network systems architecture, software development, and enhancements. Approves systems documentation prior to installation. Assigns, instructs, and reviews the integration, test, and implementation work of other network engineers. Provides guidance in areas of formulating requirements, analyzing project proposals, recommending optimum approaches, and developing designs. Investigates availability and provides cost estimates of new equipment requested. Monitors task status, and provides recommendations to alleviate any discrepancies.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Programmer/Analyst III
Minimum/ General Experience: 3 years related experience.
Functional Responsibilities: Analyzes requirements and develops computer programs. Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Project Administrator I
Minimum/ General Experience: 1 year related experience.
Functional Responsibilities: Has broad range of technical skills, including managing data and reporting. Ability to compose and edit letters, memos, meeting minutes, and other documents. Able to develop and create PowerPoint presentations. Assist in coordination of meetings. May assist members of the Project Team on special projects as required. Responsible for providing project support to all project tasks. Provide support to Senior Administrative Staff and Project / Program Management and provide general administrative duties for the project team.
Minimum Experience: High School Diploma or Equivalent.

Commercial Job Title: Project Director II
Minimum/ General Experience: 6 years related experience.
Functional Responsibilities: Acts as project or task team leader for large, complex jobs. Client interface for project technical matters. Participates in development of guidelines, plans, and analysis approaches. Directs task team on assigned work. Responsible for project oversight, planning, resource allocation, QA review of client deliverables, managing spreadsheet and tracking applications, subcontractor and consultant oversight, client relations, and budgets. Experience in working on multiple projects independently and concurrently. Manages staff and projects.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Project Manager II
Minimum/ General Experience: 2 years related experience.
Functional Responsibilities: Point of contact to client for planning to increase project efficiency and to minimize costs. Develops guidelines, formulates plans and analysis approaches. Responsible for task personnel assignment and supervision. Under the guidance of the Program Manager or Project Director, will be responsible for the overall management of the specific task order(s) and insure that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Project Manager III
Minimum/ General Experience: 4 years related experience.
Functional Responsibilities: Point of contact to client for planning to increase project efficiency and to minimize costs. Develops guidelines, formulates plans and analysis approaches. Responsible for task personnel assignment and supervision. Manages large, complex project with multiple task order. Under the guidance of the Program Manager or Project Director, will be responsible for the overall management of task order(s) and insure that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Quality Assurance Analyst I
Minimum/ General Experience: 2 years related experience.
Functional Responsibilities: Has responsibility for quality assurance-related activities, including but not limited to refining the quality assurance program for the software development lifecycle. Will be responsible for all initiatives related to product reliability and integrity. Will help further develop a strong, focused, and effective independent testing function; will institute software inspections and phase reviews, which will resolve problems early in the development cycle. Will use preventive techniques, such as defect root cause analysis and lessons learned sessions for continuous improvement.
Minimum Experience: High School Diploma or Equivalent.

Commercial Job Title: Software Tester I
Minimum/ General Experience: 1 year related experience.
Functional Responsibilities: Implements requirements analysis, process analysis, or architecture determinations under the direction of a more senior specialist.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Software Tester II
Minimum/ General Experience: 2 years related experience.
Functional Responsibilities: Implements requirements analysis, process analysis, or architecture determinations under the direction of a more senior specialist. Develop, test, maintain and document code using third generation and fourth generation languages. Perform software development, testing and provide support in all phases of the software lifecycle.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Subject Matter Expert I
Minimum/ General Experience: 2 years related experience.
Functional Responsibilities: Provides technical expertise and guidance in the determination of technical and data architectures, definition of user requirements, and prototyping of systems. Also, provides technical expertise in the use of COTS products for executive information and decision support systems, data mapping and mining, and performance management.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Subject Matter Expert III
Minimum/ General Experience: 6 years related experience.
Functional Responsibilities: Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Systems Analyst II
Minimum/ General Experience: 4 years related experience.
Functional Responsibilities: Provides specialized analytical knowledge, and performs systems assessments pertinent to program requirements. Researches, collects and analyzes data and develops alternatives and recommendations. Supervises analysis staff.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

Commercial Job Title: Web Developer III
Minimum/ General Experience: 6 years related experience.
Functional Responsibilities: Analyzes functional requirement for web design and web-based program. Assists project team with conceptual programmatic requirements to meet web standards and 508 compliance issues.
Minimum Experience: Bachelor's Degree, in Computer Science, Information Systems, Engineering, Business or other industry-related field of study.

DIGITAL INFUZION GSA LABOR RATES

GSA Labor Category	Year 8 Hourly Rate 6/15/10 – 6/14/11	Year 9 Hourly Rate 6/15/11 – 6/14/12	Year 10 Hourly Rate 6/15/12 – 6/14/13
Applications Architect I	\$105.97	\$108.62	\$111.34
Applications Architect II	\$128.24	\$134.40	\$140.85
Applications Architect III	\$146.15	\$149.81	\$153.55
Chief Technology Officer II	\$195.29	\$204.66	\$214.49
Configuration Manager II	\$104.14	\$109.14	\$114.38
Database Administrator III	\$117.17	\$122.79	\$128.69
Database Developer I	\$58.60	\$61.41	\$64.36
Database Developer III	\$91.36	\$93.64	\$95.98
Help Desk Administrator III	\$105.85	\$110.93	\$116.25
Help Desk Technician IV	\$97.64	\$102.33	\$107.24
LAN/WAN Administrator II	\$104.14	\$109.14	\$114.38
Network Engineer I	\$76.10	\$78.01	\$79.96
Network Engineer III	\$113.92	\$119.39	\$125.12
Programmer/Analyst III	\$94.38	\$98.91	\$103.66
Project Administrator I	\$45.57	\$47.76	\$50.05
Project Director II	\$156.21	\$163.71	\$171.57
Project Manager II	\$122.70	\$128.59	\$134.77
Project Manager III	\$149.72	\$156.90	\$164.43
Quality Assurance Analyst I	\$45.57	\$47.76	\$50.05
Software Tester I	\$58.57	\$61.38	\$64.33
Software Tester II	\$68.35	\$71.63	\$75.06
Subject Matter Expert I	\$97.64	\$102.33	\$107.24
Subject Matter Expert III	\$149.72	\$156.90	\$164.43
Systems Analyst II	\$103.52	\$106.10	\$108.76
Web Developer III	\$110.64	\$115.95	\$121.52

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

Digital Infuzion, Inc provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact

Hemant Virkar, President & CEO

Phone: (301) 948-4871

E-mail: hemantv@digitalinfuzion.com

Fax: (301) 948-4872

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and Digital Infuzion, Inc. enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) GS-35F-0701N.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity

Date

Contractor

Date

(CUSTOMER NAME)
 BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-35F-0701N, Blanket Purchase Agreements, Digital Infuzion, Inc., agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedule “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.