

**AUTHORIZED
INFORMATION TECHNOLOGY SCHEDULE
PRICELIST**

**GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE, AND SERVICES
IT SCHEDULE 70**

Contract No. 47QTCA18D001L

Contract Period: 10/27/2017 – 10/26/2022

SIN 132-51 Information Technology Professional Services

SIN 132-45A Penetration Testing

SIN 132-45B Incident Response

SIN 132-45C Cyber Hunt

SIN 132-45D Risk and Vulnerability Assessments



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Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSAAAdvantage! System. Agencies can browse GSAAAdvantage! by accessing the Federal Supply Service's Home Page via the Internet at <http://fss.gsa.gov/>

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

SPECIAL ITEM NUMBER 132-45A – PENETRATION TESTING

SPECIAL ITEM NUMBER 132-45B – INCIDENT RESPONSE

SPECIAL ITEM NUMBER 132-45C – CYBER HUNT

SPECIAL ITEM NUMBER 132-45D – RISK AND VULNERABILITY ASSESSMENTS

Applicable to all SINS

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 D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

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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1 Information for Ordering Activities Applicable to All Special Item Numbers

Special Notice to Agencies – Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.gsa.gov/fas) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1.1 Geographic Scope of Contract

The Geographic Scope of Contract will be domestic and overseas delivery.

1.2 Contractor's Ordering Address and Payment Information

USmax Corporation
8280 Willow Oaks Corporate Drive, Suite 610
Fairfax, VA 22031

The following telephone number can be used by ordering activities to obtain technical and/or ordering assistance:

(703) 424-7800 x2019

Contact: David Pak, President/CEO

(703) 424-7800 x2022

Contact: Diego Arioti, Vice President

1.3 Liability for Injury or Damage

The Contractor shall not be liable for injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

1.4 Statistical Data for Government Ordering Office Completion of Standard Form 279

Block 9: G. Order/Modification Under Federal Schedule Contract

Block 16: Data Universal Numbering System (DUNS) Number: 01-497-4096

Block 30: Type of Contractor: A. Small Disadvantaged Business

Block 31: Woman-Owned Small Business: No

Block 37: Contractor's Taxpayer Identification Number (TIN): 52-1939581

Block 40: Veteran Owned Small Business (VOSB): No

1.4.1 CAGE Code

1QK65

1.4.2 Contractor Registered with the Central Contractor Registration Database?

Yes

1.5 FOB Destination

1.6 Delivery Schedule

1.6.1 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 Numbers: All

Delivery Time (Days ARO): per order

1.6.2 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.

1.7 Discounts

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

- a. Prompt Payment: 0% - NET 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: Not applicable
- c. Dollar Volume: Not applicable
- d. Other Special Discounts: None

1.8 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.

1.9 Statement Concerning Availability of Export Packing

1.10 Small Requirements

The minimum dollar of orders to be issued is \$100.

1.11 Maximum Order

The Maximum Order for all Special Item Numbers (SINs) is \$500,000. All dollar amounts are exclusive of any discount for prompt payment.

1.12 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.

1.13 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.

- a. 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.
- b. 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.

1.14 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).

1.15 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)

1.16 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>.

1.17 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. 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.

1.18 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:
 - a. Time of delivery/installation quotations for individual orders;
 - b. 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.
 - c. 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.
- c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

1.19 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: None

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.

1.20 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).

1.21 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.

1.22 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 receive 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 or 132-9.

1.23 Section 508 Compliance

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant: Yes

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): www.usmax.com

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

1.24 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.

1.25 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-
 - a. For such period as the laws of the State in which this contract is to be performed prescribe; or
 - b. 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.

1.26 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>.

1.27 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)

2 Terms and Conditions Applicable to Information Technology (IT) Professional Services (Special Item Number 132-51)

2.1 Scope

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional 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.

2.2 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.
- 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.

2.3 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.

2.4 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.

2.5 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-
 - a. Cancel the stop-work order; or
 - b. 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-
 - a. 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
 - b. 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.

2.6 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.

2.7 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.

2.8 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.

2.9 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.

2.10 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.

2.11 Invoices

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional 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.

2.12 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-
 - a. The offeror;
 - b. Subcontractors; and/or
 - c. Divisions, subsidiaries, or affiliates of the offeror under a common control.

2.13 Resumes

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

2.14 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.

2.15 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.

2.16 Description of IT Professional Services and Pricing

2.16.1 Labor Categories (SIN 132-51)

Database Administrator III

Functional Responsibility: Support all areas related to the administration, planning, and development of computerized databases and related information platforms. Design methods to store, analyze, utilize, and organize, data. Research and resolve integrity,

performance, replication, connectivity, extract-transform-load, and security issues. Assess weaknesses or deficiencies and recommend and implement corrective actions to address vulnerabilities. Implement and maintain procedures to control access and allocation of data and maintain security controls. Collaborate with IT specialists to assure proper operation of database and other information platforms. Prepare documentation. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's Degree in Information Systems, Engineering, Business, or relevant field

Certification Requirements: One or more dba- or business intelligence-related certifications such as OCA or OCP, CDMP, SQL Server, or Oracle DBMS required

Developer I

Functional Responsibility: Code and/or integrate modular software to build new or enhance existing IT transactional or analytical platforms. Consult with stakeholders and technical teams responsible for development and/or requirements gathering to analyze, design, develop, test, and integrate new and modified solutions into enterprise software systems using SDLC, Agile, or other such methodology. Create and maintain program-level and user-level software documentation. May utilize technologies, such as JavaScript, HTML, PHP, CSS, AJAX, SQL, MDX, dynamic pages or web service integration in an OLTP or OLAP environment. May require interim or active security clearance.

Minimum Years of Experience: 0 to 2 years' relevant experience

Minimum Education: Bachelor's Degree in Information Systems, Engineering, Business, or relevant field

Certification Requirements: One or more certifications such as JavaScript, Java, MCSD, ACE, CSSLP, or C/C++ preferred but not required

Developer II

Functional Responsibility: Design, code, and/or integrate modular software to build new or enhance existing transactional or analytical IT platforms. Consult with stakeholders and technical teams responsible for development and/or requirements gathering to analyze, design, develop, test, and integrate new and modified solutions into enterprise software systems using SDLC, Agile, or other such methodology. Create and maintain program-level and user-level software documentation. May utilize technologies, such as JavaScript, HTML, PHP, CSS, AJAX, SQL, MDX, dynamic pages or web service integration in an OLTP or OLAP environment. May provide individual and/or group training sessions and materials to help new departmental staff and non-technological staff learn new tools, technologies and, skills. May require interim or active security clearance.

Minimum Years of Experience: 1 to 3 years' relevant experience

Minimum Education: Bachelor's Degree in Information Systems, Engineering, Business, or relevant field

Certification Requirements: One or more developer/programming certifications such as JavaScript, Java, MCSD, ACE, CSSLP, or C/C++ required

Developer III

Functional Responsibility: Design, code, and/or integrate modular software to build new or enhance existing transactional or analytical IT platforms. Consult with stakeholders and technical teams responsible for development and/or requirements gathering to analyze, design, develop, test, and integrate new and modified solutions into enterprise software systems using SDLC, Agile, or other such methodology. Identify systems issues and risks, perform root cause analysis, recommend and, implement recovery and/or risk mitigation plans. Recommend and implement configuration management tools to maintain code integrity and utilize code reuse and reconstitution. Requires advanced knowledge of technologies, such as JavaScript, HTML, PHP, CSS, AJAX, SQL, MDX, dynamic pages or web service integration. Develop project team and define scope, goals and deliverables, enforce work standards providing clear and concise direction, assign contractor schedule and review work. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's Degree in Information Systems, Engineering, Business, or relevant field

Certification Requirements: One or more developer/programming certifications such as JavaScript, Java, MCSD, ACE, CSSLP or C/C++ required. One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+, or OSCP preferred but not required

Developer IV

Functional Responsibility: Design, code, and/or integrate modular software to build new or enhance existing transactional or analytical IT platforms. Consult with stakeholders and technical teams responsible for development and/or requirements gathering to analyze, design, develop, test, and integrate new and modified solutions into enterprise software systems using SDLC, Agile, or other such methodology. Identify systems issues and risks, perform root cause analysis, recommend and, implement recovery and/or risk mitigation plans. Recommend and implement configuration management tools to maintain code integrity and utilize code reuse and reconstitution. Requires advanced knowledge of technologies, such as JavaScript, HTML, PHP, CSS, AJAX, SQL, MDX, dynamic pages and web service integration. Develop project team and define scope, goals and deliverables, enforce work standards providing clear and concise direction, assign contractor schedule and review work. May require interim or active security clearance.

Minimum Years of Experience: 4 to 7 years' relevant experience

Minimum Education: Bachelor's Degree in Information Systems, Engineering, Business, or relevant field

Certification Requirements: One or more developer/programming certifications such as JavaScript, Java, MCSD, ACE, CSSLP or C/C++ required. One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+, or OSCP preferred but not required

Help Desk Specialist I

Functional Responsibility: Provide technical assistance and support for end users' incoming queries and issues. Run diagnostic programs, identify problems, determine and implement solution. Execute established Standard Operation Procedures (SOP) by consulting knowledge base repositories. Escalate unresolved issues to appropriate level of support. May require interim or active security clearance.

Minimum Years of Experience: 0 to 2 years' relevant experience

Minimum Education: High School Diploma

Certification Requirements: One or more certifications such as CompTIA A+, ITIL Foundation, HDI-SCA, or MCSA preferred but not required

Help Desk Specialist II

Functional Responsibility: Provide technical assistance and support for end users' incoming queries and issues related to account administration, computer systems, software, and hardware. Run diagnostic programs, identify problems, determine and implement solution. Execute established Standard Operation Procedures (SOP) by consulting knowledge base repositories. Document SOPs. Escalate unresolved issues to appropriate level of support. May require interim or active security clearance.

Minimum Years of Experience: 1 to 3 years' relevant experience

Minimum Education: High School Diploma

Certification Requirements: One or more certifications such as CompTIA A+, ITIL Foundation, HDI-SCA, or MCSA preferred but not required

Help Desk Specialist III

Functional Responsibility: Provide lead oversight as required to technical support team to resolve technical issues and provide customer service. Provide technical assistance and support for end users' incoming queries and issues related to account administration, computer systems, software, and hardware. Run diagnostic programs, identify problems, determine and implement solution. Execute established Standard Operation Procedures (SOP) by consulting knowledge base repositories. Document SOPs. Escalate unresolved issues to appropriate level of support. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: High School Diploma

Certification Requirements: One or more certifications such as CompTIA A+, ITIL Foundation, HDI-SCA, or MCSA preferred but not required

Help Desk Manager

Functional Responsibility: Manage technical support team to resolve technical issues and provide customer service. Manage all activities of the Help Desk such as scheduling shifts and assignment of tickets to appropriate support staff. Institute processes for escalation to Tier 2 and Tier 3 support teams. Respond to higher Tier escalation issues, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and goals of the program. Educate team and enforce industry guidelines and best practices. Track and document statistics on issues and problem resolution and produce various reports including performance, IT and metrics reports. May require interim or active security clearance.

Minimum Years of Experience: 5 years' relevant experience including 1-year management experience or 3 years' experience in a lead capacity

Minimum Education: Bachelor's Degree in Information Systems, Engineering, Business, or relevant field

Certification Requirements: One or more certifications such as CompTIA A+, ITIL Foundation, HDI-SCA, or MCSA required. PMP certification preferred but not required

Help Desk Technician

Functional Responsibility: Provide technical assistance and support for end users incoming queries and issues related to account administration, computer systems, software, and hardware. Run diagnostic programs, identify problems, determine and implement solution. Escalate unresolved issues to appropriate level of support. May require interim or active security clearance.

Minimum Years of Experience: 0 to 1 years' relevant experience

Minimum Education: High School Diploma

Certification Requirements: One or more certifications such as CompTIA A+, ITIL Foundation, HDI-SCA, or MCSA required

IT Analyst I

Functional Responsibility: Analyze business problems and identify and document potential technology solutions. Analyze real or hypothetical domains and document business, processes, and/or systems, assessing the appropriateness of intended solutions and their integration with existing or emerging technology. Identify vulnerabilities, threats and risks and assist with testing, executing, and rolling-out of solutions. May require interim or active security clearance.

Minimum Years of Experience: 0 to 2 years' relevant experience

Minimum Education: Associate's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP preferred but not required

IT Analyst II

Functional Responsibility: Analyze business problems and identify, document, and recommend potential technology solutions. Analyze real or hypothetical domains and document business, processes, and/or systems, assessing the appropriateness of intended solutions and their integration with existing or emerging technology. Identify vulnerabilities, threats and risks and assist with testing, executing and rolling-out solutions. May require interim or active security clearance.

Minimum Years of Experience: 1 to 3 years' relevant experience

Minimum Education: Associate's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: Bachelor's Degree in Information Systems, Engineering, Business, or relevant field

IT Analyst III

Functional Responsibility: Analyze business problems and identify, document, and recommend potential technology solutions. Analyze real or hypothetical domains and document business, processes, and/or systems, assessing the appropriateness of intended solutions and their integration with existing or emerging technology. Collaborate with users, stakeholders and technical staff to define business and technical needs, provide problem definition and evaluation of requirements and streamline processes. Conduct research, analysis, and testing to formulate and define information systems scope and objectives. Prepare communications and conduct presentations regarding recommendation on system enhancements, improved productivity, and compliance. Research and evaluate emerging technologies relevant to technical and business needs and provide analytical reviews and recommendations. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications, or CCNA, CCDA, CCNA Security

IT Analyst IV

Functional Responsibility: Analyze business problems and identify, document, and recommend potential technology solutions. Analyze real or hypothetical domains and document business, processes, and/or systems, assessing the appropriateness of intended solutions and their integration with existing or emerging technology. Collaborate with users, stakeholders and technical staff to define business and technical

needs, provide problem definition and evaluation of requirements and streamline processes. Conduct research, analysis and testing to formulate and define information systems scope and objectives. Prepare communications and conduct presentations regarding recommendation on system enhancements, improved productivity and compliance. Research and evaluate emerging information technologies relevant to technical and business needs and provide analytical reviews and recommendations. May require interim or active security clearance.

Minimum Years of Experience: 4 to 7 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field. Master's degree preferred but not required

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications, or CCNA, CCDA, CCNA Security

Network Specialist I

Functional Responsibility: Assist with overseeing the operation and maintenance of large enterprise networks. Conduct network analysis to identify performance deficiencies and recommend performance improvements and enhancements. Analyze and test new software/hardware upgrades to ensure performance standards on existing systems. Schedule, perform, and monitor systems backups and other network maintenance. Provide technical support to new and existing users and assist with installations and network configurations. May require interim or active security clearance.

Minimum Years of Experience: 0 to 2 years' relevant experience

Minimum Education: Associate's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more technical certifications such as CompTIA Network+ preferred but not required

Network Specialist II

Functional Responsibility: Assist with overseeing the operation and maintenance of large enterprise networks. Conduct network analysis to identify performance deficiencies and recommend performance improvements and enhancements. Analyze and test new software/hardware upgrades to ensure performance standards on existing systems. Schedule, perform, and monitor systems backups and other network maintenance. Provide technical support to new and existing users and assist with installations and network configurations. May require interim or active security clearance.

Minimum Years of Experience: 1 to 3 years' relevant experience

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: One or more technical certifications such as CompTIA Network+ preferred but not required

Network Specialist III

Functional Responsibility: Oversee the operation and conduct the maintenance of large enterprise networks. Conduct network analysis to identify performance deficiencies and recommend performance improvements and enhancements. Provide recommendations for and implement performance enhancements. Analyze and test new software/hardware upgrades to ensure performance standards on existing systems. Provide technical support to new and existing users and assist with installations and network configurations. Respond to escalated issues, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and goals of the program. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: One or more technical certifications such as CompTIA Network+

Network Technician

Functional Responsibility: Provide support for multiple programs supporting installation, configuration and maintenance operations of large network enterprise. Complete equipment moves, add, changes. Provide technical support to new and existing users, analyze requests for service assist with installations and network configurations. Troubleshoot, repair and maintain various electronic equipment and devices. May require interim or active security clearance.

Minimum Years of Experience: 0 to 1 years' relevant experience

Minimum Education: High School Diploma

Certification Requirements: One or more technical certifications such as CompTIA A+ or Network+ preferred but not required

Program Manager

Functional Responsibility: Responsible for overall organization, direction, and management of technical delivery and contract operation support functions for one or more projects. Oversee program performance including cost, schedule, planned vs. completed progress and actual vs. baseline metrics to determine improvements for analysis and reporting. Manage multitask contract or contracts and provide guidance and direction to tasks. Interface with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), government management personnel and customer agency representatives. Report projects' progress to executive management. Formulate and enforce work standards, assign contractor schedules, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and

goals of the organization to subordinates and subcontractors. May require interim or active security clearance.

Minimum Years of Experience: 2 years' experience in a program manager role or 5 years' experience in a project manager role

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field. Advanced degree preferred but not required

Certification Requirements: PMP certification preferred but not required

Project Control Specialist

Functional Responsibility: Responsible for delivering defined project components. Manage resources for task execution. Report task progress to project manager, program manager, and/or executive management. Develop project team and define scope, goals and deliverables, enforce work standards providing clear and concise direction, assign contractor schedules, review work discrepancies and supervise contractor personnel. Oversee overall task performance. Manage and ensure the successful completion of multiple technical tasks. May require interim or active security clearance.

Minimum Years of Experience: 2 years' experience in a supervisory role

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: PMP certification preferred but not required

Project Manager

Functional Responsibility: Responsible for overall technical project delivery. Implement and administer process and procedures to ensure that all tasks are performed in accordance with applicable standards, quality requirements and schedules. Oversee overall project performance including control of funds and resources. Manage project scope, schedule and budget. Report project progress to program manager and/or executive management. Enforce work standards, assign contractor schedules, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and goals of the organization to subordinates. Interface with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), government management personnel and customer agency representatives. May require interim or active security clearance.

Minimum Years of Experience: 2 years' experience in a project manager role or 3 years' experience in a supervisory role

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: PMP certification preferred but not required

Quality Assurance Specialist

Functional Responsibility: Lead and assure quality of technology releases across multiple platforms. Confirm products align with business requirements, policies, and established procedures. Conduct verification, validation, testing, integration, and apply systems metrics in accordance with quality standards. Create and maintain Q/A deliverables such as test plans, test cases, test data, project test progress and release reports, application turnover documents and test schedules. Conduct formal and informal reviews, and educate and direct personnel regarding adherence to standards to ensure quality processes and procedures are compliant. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field preferred

Certification Requirements: One or more certifications such as CASQ, CSQA, CMSQ or ISTQB preferred but not required

Security Specialist I

Functional Responsibility: Assist with certification and accreditation, risk assessment, and IT auditing. Responsible for supporting computer forensics, intrusion detection, incident response, and penetration testing. May require interim or active security clearance.

Minimum Years of Experience: 0 to 1 years' relevant experience

Minimum Education: Associate's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP preferred but not required

Security Specialist II

Functional Responsibility: Support the Governance, Risk Management and Compliance program within information technology systems. Conduct threat identification, vulnerability identification, control analysis, impact analysis, risk determination, control recommendations, and results documentation. Perform technical and non-technical risk assessments on systems to reveal security gaps and determine improvements to mission performance and delivery services. Assist with certification and accreditation, risk assessment and IT auditing. Conduct computer forensics, intrusion detection, incident response and penetration testing. Review network security architectures to ensure proper operations, performance, reliability and security of network environment. May require interim or active security clearance.

Minimum Years of Experience: 1 to 3 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP

Security Specialist III

Functional Responsibility: Support the Governance, Risk Management and Compliance program within information technology systems. Conduct threat identification, vulnerability identification, control analysis, impact analysis, risk determination, control recommendations, and results documentation. Perform technical and non-technical risk assessments on systems to reveal security gaps and determine improvements to mission performance and delivery services. Conduct computer forensics, intrusion detection, incident response and penetration testing. Review network security architectures to ensure proper operations, performance, reliability and security of network environment. Assist with certification and accreditation, risk assessment and IT auditing. Research and evaluate emerging information technologies; interpret requirements and provide analytical reviews for system architecture, equipment and software. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP

Subject Matter Expert

Functional Responsibility: Provide expert technical guidance of specialized applications, operational environments, systems analysis, design, integration, documentation and implementation regarding technical and business goals and provide detailed recommendation to accomplish goals. Contribute to planning, analysis, testing, integration, documentation and presentation of all systems development and enhancement. Compose technical documents that may include user manuals, training guides, specifications, and white papers. May require interim or active security clearance.

Minimum Years of Experience: 10 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field. Master's degree preferred

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications, or CCNA, CCDA, CCNA Security or security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP required

Systems Specialist I

Functional Responsibility: Consult with personnel and stakeholders to convey systems objectives and provide system design enhancements and specifications to improve business solutions and user effectiveness. Conduct research, analysis and troubleshoot operating and networking systems to identify problems and recommend resolution implementations. Create and maintain documentation for process and procedures and educate those with little or no technical background regarding computer concepts and resolution. May require interim or active security clearance.

Minimum Years of Experience: 0 to 2 years' relevant experience

Minimum Education: Associate's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications preferred but not required

Systems Specialist II

Functional Responsibility: Consult with personnel and stakeholders to coordinate and perform system enhancements and specifications. Assist with installation, configuration and testing of network hardware and software to ensure production, enhancements and specifications are operating at optimal performance. Monitor and test application performance for potential bottlenecks and work with technical team to implement solutions. May require interim or active security clearance.

Minimum Years of Experience: 1 to 3 years' relevant experience

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications preferred but not required

Systems Specialist III

Functional Responsibility: Consult with personnel and stakeholders to coordinate and perform system enhancements and specifications. Assist with installation, configuration and testing of network hardware and software to ensure production, enhancements and specifications are operating at optimal performance. Monitor and test application performance for potential bottlenecks and work with technical team to implement solutions. Respond to escalated issue and crisis situations involving highly complex system problems or failures. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field. Advanced degree preferred

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications

2.16.2 Pricing (SIN 132-51)

Labor Category	Hourly Rates
Database Administrator III	\$119.41
Developer I	\$77.44
Developer II	\$93.75
Developer III	\$116.54
Developer IV	\$141.06
Help Desk Specialist I	\$36.43
Help Desk Specialist II	\$40.30
Help Desk Specialist III	\$66.06
Help Desk Manager	\$94.05
Help Desk Technician	\$31.68
IT Analyst I	\$74.87
IT Analyst II	\$81.61
IT Analyst III	\$104.69
IT Analyst IV	\$114.08
Network Specialist I	\$60.45
Network Specialist II	\$71.03
Network Specialist III	\$141.06
Network Technician	\$60.25
Program Manager	\$159.29
Project Control Specialist	\$95.72
Project Manager	\$117.46
Quality Assurance Specialist III	\$93.04
Security Specialist I	\$64.57
Security Specialist II	\$81.80
Security Specialist III	\$117.46
Subject Matter Expert	\$188.41
Systems Specialist I	\$60.29
Systems Specialist II	\$95.72
Systems Specialist III	\$115.87

3 Terms and Conditions Applicable to Highly Adaptive Cybersecurity Services (HACS) (Special Item Numbers 132-45A, 132-45B, 132-45C, 132-45D)

Vendor suitability for offering services through the Highly Adaptive Cybersecurity Services (HACS) SINs must be in accordance with the following laws and standards when applicable to the specific task orders, including but not limited to:

- Federal Acquisition Regulation (FAR) Part 52.204-21
- OMB Memorandum M-06-19 - Reporting Incidents Involving Personally Identifiable Information and Incorporating the Cost for Security in Agency Information Technology Investments
- OMB Memorandum M -07-16 - Safeguarding Against and Responding to the Breach of Personally Identifiable Information
- OMB Memorandum M-16-03 - Fiscal Year 2015-2016 Guidance on Federal Information Security and Privacy Management Requirements
- OMB Memorandum M-16-04 – Cybersecurity Implementation Plan (CSIP) for Federal Civilian Government
- The Cybersecurity National Action Plan (CNAP)
- NIST SP 800-14 - Generally Accepted Principles and Practices for Securing Information Technology Systems
- NIST SP 800-27A - Engineering Principles for Information Technology Security (A Baseline for Achieving Security)
- NIST SP 800-30 - Guide for Conducting Risk Assessments
- NIST SP 800-35 - Guide to Information Technology Security Services
- NIST SP 800-37 - Guide for Applying the Risk Management Framework to Federal Information Systems: A Security Life Cycle Approach
- NIST SP 800-39 - Managing Information Security Risk: Organization, Mission, and Information System View
- NIST SP 800-44 - Guidelines on Securing Public Web Servers
- NIST SP 800-48 - Guide to Securing Legacy IEEE 802.11 Wireless Networks
- NIST SP 800-53 – Security and Privacy Controls for Federal Information Systems and Organizations
- NIST SP 800-61 - Computer Security Incident Handling Guide
- NIST SP 800-64 - Security Considerations in the System Development Life Cycle
- NIST SP 800-82 - Guide to Industrial Control Systems (ICS) Security
- NIST SP 800-86 - Guide to Integrating Forensic Techniques into Incident Response
- NIST SP 800-115 - Technical Guide to Information Security Testing and Assessment
- NIST SP 800-128 - Guide for Security-Focused Configuration Management of Information Systems
- NIST SP 800-137 - Information Security Continuous Monitoring (ISCM) for Federal Information Systems and Organizations
- NIST SP 800-153 - Guidelines for Securing Wireless Local Area Networks (WLANs)
- NIST SP 800-171 - Protecting Controlled Unclassified Information in non-federal Information Systems and Organizations

3.1 Scope

- a. The labor categories, prices, terms and conditions stated under Special Item Numbers 132-45A, 132- 45B, 132-45C and 132-45D High Adaptive Cybersecurity Services apply exclusively to High Adaptive Cybersecurity Services within the scope of this Information Technology Schedule.
- b. Services under these SINs are limited to Highly Adaptive Cybersecurity Services only. Software and hardware products are under different Special Item Numbers on IT Schedule 70 (e.g.132-32, 132-33, 132-8), and may be quoted along with services to provide a total solution.
- c. These SINs provide ordering activities with access to Highly Adaptive Cybersecurity services only.
- d. Highly Adaptive Cybersecurity Services provided under these SINs shall comply with all Cybersecurity certifications and industry standards as applicable pertaining to the type of services as specified by ordering agency.
- e. 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.

3.2 Order

- a. Agencies may use written orders, Electronic Data Interchange (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.

3.3 Performance of Services

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.
- b. The Contractor agrees to render services 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 Highly Adaptive Cybersecurity 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. All travel will be agreed upon with the client prior to the Contractor's travel.

3.4 Inspection of Services

Inspection of services is in accordance with 552.212-4 - CONTRACT TERMS AND CONDITIONS – COMMERCIAL ITEMS (MAY 2015) (ALTERNATE II – JUL 2009) (FAR DEVIATION – JUL 2015) (TAILORED) for Firm-Fixed Price and Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

3.5 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 (MAY 2014) Rights in Data – General, may apply.

The Contractor shall comply with contract clause (52.204-21) to the Federal Acquisition Regulation (FAR) for the basic safeguarding of contractor information systems that process, store, or transmit Federal data received by the contract in performance of the contract. This includes contract documents and all information generated in the performance of the contract.

3.6 Responsibilities of the Ordering Activity

Subject to the ordering activity's security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite Highly Adaptive Cybersecurity Services.

3.7 Independent Contractor

All Highly Adaptive Cybersecurity 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.

3.8 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 executive 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.

3.9 Invoices

The Contractor, upon completion of the work ordered, shall submit invoices for Highly Adaptive Cybersecurity 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.

3.10 Resumes

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

3.11 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.

3.12 Description of Highly Adaptive Cybersecurity Services and Pricing

SIN 132-45A – Penetration Testing

Security testing that mimics real-world attacks to identify methods for circumventing security features of an application, system, or network.

SIN 132-45B – Incident Response

Services to help organizations impacted by a cybersecurity compromise determine the extent of the incident, remove the adversary from their systems, and restore networks to a more secure state.

SIN 132-45C – Cyber Hunt

Responses to crisis or urgent situations within the pertinent domain to mitigate immediate and potential threats. Cyber Hunt activities start with the premise that threat actors known to target some organizations in a specific industry, or specific systems, are likely to also target other organizations in the same industry or with the same systems.

SIN 132-45D – Risk and Vulnerability Assessments

Assessments of threats and vulnerabilities, determines deviations from acceptable configurations, enterprise, or local policy, assesses the level of risk, and develops and/or recommends appropriate mitigation countermeasures in operational and non-operational

situations. This SIN offers network mapping, vulnerability scanning, phishing assessment, wireless assessment, web application assessment, Operating System Security Assessments (OSSA), database assessment, and penetration testing.

3.12.1 Labor Categories (SINS 132-45A, 132-45B, 132-45C, 132-45D)

IT Analyst I

Functional Responsibility: Analyze business problems and identify and document potential technology solutions. Analyze real or hypothetical domains and document business, processes, and/or systems, assessing the appropriateness of intended solutions and their integration with existing or emerging technology. Identify vulnerabilities, threats and risks and assist with testing, executing, and rolling-out of solutions. May require interim or active security clearance.

Minimum Years of Experience: 0 to 2 years' relevant experience

Minimum Education: Associate's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP preferred but not required

IT Analyst II

Functional Responsibility: Analyze business problems and identify, document, and recommend potential technology solutions. Analyze real or hypothetical domains and document business, processes, and/or systems, assessing the appropriateness of intended solutions and their integration with existing or emerging technology. Identify vulnerabilities, threats and risks and assist with testing, executing and rolling-out solutions. May require interim or active security clearance.

Minimum Years of Experience: 1 to 3 years' relevant experience

Minimum Education: Associate's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: Bachelor's Degree in Information Systems, Engineering, Business, or relevant field

IT Analyst III

Functional Responsibility: Analyze business problems and identify, document, and recommend potential technology solutions. Analyze real or hypothetical domains and document business, processes, and/or systems, assessing the appropriateness of intended solutions and their integration with existing or emerging technology. Collaborate with users, stakeholders and technical staff to define business and technical needs, provide problem definition and evaluation of requirements and streamline processes. Conduct research, analysis, and testing to formulate and define information systems scope and objectives. Prepare communications and conduct presentations regarding recommendation on system enhancements, improved productivity, and compliance. Research and evaluate emerging technologies relevant to technical and

business needs and provide analytical reviews and recommendations. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications, or CCNA, CCDA, CCNA Security

IT Analyst IV

Functional Responsibility: Analyze business problems and identify, document, and recommend potential technology solutions. Analyze real or hypothetical domains and document business, processes, and/or systems, assessing the appropriateness of intended solutions and their integration with existing or emerging technology. Collaborate with users, stakeholders and technical staff to define business and technical needs, provide problem definition and evaluation of requirements and streamline processes. Conduct research, analysis and testing to formulate and define information systems scope and objectives. Prepare communications and conduct presentations regarding recommendation on system enhancements, improved productivity and compliance. Research and evaluate emerging information technologies relevant to technical and business needs and provide analytical reviews and recommendations. May require interim or active security clearance.

Minimum Years of Experience: 4 to 7 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field. Master's degree preferred but not required

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications, or CCNA, CCDA, CCNA Security

Program Manager

Functional Responsibility: Responsible for overall organization, direction, and management of technical delivery and contract operation support functions for one or more projects. Oversee program performance including cost, schedule, planned vs. completed progress and actual vs. baseline metrics to determine improvements for analysis and reporting. Manage multitask contract or contracts and provide guidance and direction to tasks. Interface with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), government management personnel and customer agency representatives. Report projects' progress to executive management. Formulate and enforce work standards, assign contractor schedules, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and goals of the organization to subordinates and subcontractors. May require interim or active security clearance.

Minimum Years of Experience: 2 years' experience in a program manager role or 5 years' experience in a project manager role

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field. Advanced degree preferred but not required

Certification Requirements: PMP certification preferred but not required

Project Control Specialist

Functional Responsibility: Responsible for delivering defined project components. Manage resources for task execution. Report task progress to project manager, program manager, and/or executive management. Develop project team and define scope, goals and deliverables, enforce work standards providing clear and concise direction, assign contractor schedules, review work discrepancies and supervise contractor personnel. Oversee overall task performance. Manage and ensure the successful completion of multiple technical tasks. May require interim or active security clearance.

Minimum Years of Experience: 2 years' experience in a supervisory role

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: PMP certification preferred but not required

Project Manager

Functional Responsibility: Responsible for overall technical project delivery. Implement and administer process and procedures to ensure that all tasks are performed in accordance with applicable standards, quality requirements and schedules. Oversee overall project performance including control of funds and resources. Manage project scope, schedule and budget. Report project progress to program manager and/or executive management. Enforce work standards, assign contractor schedules, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and goals of the organization to subordinates. Interface with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), government management personnel and customer agency representatives. May require interim or active security clearance.

Minimum Years of Experience: 2 years' experience in a project manager role or 3 years' experience in a supervisory role

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: PMP certification preferred but not required

Security Specialist I

Functional Responsibility: Assist with certification and accreditation, risk assessment, and IT auditing. Responsible for supporting computer forensics, intrusion detection,

incident response, and penetration testing. May require interim or active security clearance.

Minimum Years of Experience: 0 to 1 years' relevant experience

Minimum Education: Associate's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP preferred but not required

Security Specialist II

Functional Responsibility: Support the Governance, Risk Management and Compliance program within information technology systems. Conduct threat identification, vulnerability identification, control analysis, impact analysis, risk determination, control recommendations, and results documentation. Perform technical and non-technical risk assessments on systems to reveal security gaps and determine improvements to mission performance and delivery services. Assist with certification and accreditation, risk assessment and IT auditing. Conduct computer forensics, intrusion detection, incident response and penetration testing. Review network security architectures to ensure proper operations, performance, reliability and security of network environment. May require interim or active security clearance.

Minimum Years of Experience: 1 to 3 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field

Certification Requirements: One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP

Security Specialist III

Functional Responsibility: Support the Governance, Risk Management and Compliance program within information technology systems. Conduct threat identification, vulnerability identification, control analysis, impact analysis, risk determination, control recommendations, and results documentation. Perform technical and non-technical risk assessments on systems to reveal security gaps and determine improvements to mission performance and delivery services. Conduct computer forensics, intrusion detection, incident response and penetration testing. Review network security architectures to ensure proper operations, performance, reliability and security of network environment. Assist with certification and accreditation, risk assessment and IT auditing. Research and evaluate emerging information technologies; interpret requirements and provide analytical reviews for system architecture, equipment and software. May require interim or active security clearance.

Minimum Years of Experience: 2 to 5 years' relevant experience

Minimum Education: Bachelor's degree in Computer Science, Information Technology or relevant field

Certification Requirements: One or more security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP

Subject Matter Expert

Functional Responsibility: Provide expert technical guidance of specialized applications, operational environments, systems analysis, design, integration, documentation and implementation regarding technical and business goals and provide detailed recommendation to accomplish goals. Contribute to planning, analysis, testing, integration, documentation and presentation of all systems development and enhancement. Compose technical documents that may include user manuals, training guides, specifications, and white papers. May require interim or active security clearance.

Minimum Years of Experience: 10 years' relevant experience

Minimum Education: Bachelor's degree in Information Systems, Engineering, Business or relevant field. Master's degree preferred

Certification Requirements: One or more technical certifications such as Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, CompTIA + certifications, or CCNA, CCDA, CCNA Security or security-related certifications such as CISSP, CEH, CISA, CISM, SECURITY+ or OSCP required

3.12.2 Pricing (SINS 132-45A, 132-45B, 132-45C, 132-45D)

Labor Category	Hourly Rates
IT Analyst I	\$74.84
IT Analyst II	\$81.61
IT Analyst III	\$104.69
IT Analyst IV	\$114.08
Program Manager	\$159.29
Project Control Specialist	\$95.72
Project Manager	\$117.46
Security Specialist I	\$64.57
Security Specialist II	\$81.80
Security Specialist III	\$117.46
Subject Matter Expert	\$188.41

4 USA Commitment to Promote Small Business Participation Procurement Programs

PREAMBLE

USmax Corporation 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 David Pak, Phone: (703) 424-7800 ext. 2019, Email: david.pak@usmax.com.

5 Blanket Purchase Agreement

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor 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.