The Contractor is awarded under the cooperative purchasing program and disaster recovery program for the awarded SINs: 132-51.

Special Item Number 132-51: Information Technology Professional Services

ENGlobal Government Services, Inc. (EGS)
2448 East 81st Street
Suite 3300
Tulsa, OK 74137
Phone: 918-280-7585
Fax: 918-280-7220
Internet Address: www.englobalgovserv.com

Contract Number: 47QTCA18D00CH

Period Covered by Contract: May 17, 2018 through May 16, 2023

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system.
Customer Information

1a. Table of awarded special item numbers with appropriate cross-reference to item descriptions and awarded prices.
   *Special Item Number 132-51: Information Technology Professional Services*

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.
   *See Approved GSA Pricing*

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided.

2. Maximum order.
   $500,000

3. Minimum order.
   $100

4. Geographic coverage.
   *The Geographic Scope of Contract will be Worldwide.*

5. Point of production.
   *Same as contractor*

6. Discount from list prices or statement of net price.
   *Prices shown are NET Prices; Basic Discounts have been deducted.*

7. Quantity discounts.
   *Additional 1% discount for ordering agencies with a single order over $250,000.*

8. Prompt payment terms.
   *None*

9a. The Government purchase Card will be accepted for payment on orders below the micro-purchase threshold.

9b. The Government purchase Card will be accepted for payment on orders above the micro-purchase threshold.

10. Foreign items.
    *Not Applicable*
11a. Time of delivery.

<table>
<thead>
<tr>
<th>SPECIAL ITEM NUMBER</th>
<th>DELIVERY TIME (Days ARO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-51</td>
<td>As Negotiated</td>
</tr>
</tbody>
</table>

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery. 

As negotiated on the task order level.

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

As negotiated on the task order level.

11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery.

As negotiated on the task order level.

12. F.O.B. point.

Destination

13a. Ordering address.

Same as contractor

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address.

Same as contractor

15. Warranty provision.

Not applicable

16. Export packing charges are not applicable.

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).

None

18. Terms and conditions of rental, maintenance, and repair are not applicable.

19. Terms and conditions of installation are not applicable.

20. Terms and conditions of repair parts are not applicable.

20a. Terms and conditions for any other services are not applicable.
21. List of service and distribution points:
   Same as contractor

22. List of participating dealers is not applicable.

23. Preventive maintenance is not applicable.

24a. Special attributes such as environmental attributes are not applicable.

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at:
   www.Section508.gov/
   www.englobalgovserv.com

25. Data Universal Number System (DUNS) number: 129678632

26. Notification regarding registration in SAM.gov database: 3FKZ2
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. **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.

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

   b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. **PERFORMANCE OF SERVICES**
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

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

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

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

   (1) Cancel the stop-work order; or
   
   (2) Terminate the work covered by the order as provided in the Default, or the Termination convenience of the Government, clause of this contract.

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

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

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

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

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

6. **INSPECTION OF SERVICES**

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL I (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.
7. **RESPONSIBILITIES OF THE CONTRACTOR**
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 (Dec2007) Rights in Data – General, may apply.

8. **RESPONSIBILITIES OF THE ORDERING ACTIVITY**
Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

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

10. **ORGANIZATIONAL CONFLICTS OF INTEREST**
   a. **Definitions.**

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

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

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

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

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

a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
   (1) The offeror;
   (2) Subcontractors; and/or
   (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

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

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

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING
Please see GSA price list for labor category descriptions and rates.
# GSA Pricing

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager I</td>
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<td>$57.57</td>
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</tr>
</tbody>
</table>
Labor Category Descriptions

**Project Manager I**
**Description:** Individuals proposed under this labor category will serve as the technical manager of individual or multiple task orders, supervising the day-to-day project operations. They may organize, and direct teams of contractor personnel drawn from other labor categories. This individual shall have expertise in and current knowledge of the technologies applicable to this contract effort. As overall technical manager, they will serve as the primary interface and point of contact with the Program Manager on program/project issues. They will supervise program/project operations by developing plans and procedures, and execution of the technical effort.
**Education:** Bachelor’s Degree
**Experience:** Five years of experience

**Project Administrator**
**Description:** Plans, organizes, and develops methods to meet business needs for administrative aspects of large complex projects. Handles a wide variety of complex situations and conflicts involving the clerical and administrative functions in accordance with the contract and project execution plan. Works with the program manager/project manager assisting with reporting of financial status, procurement status, earned value management and other project administrative roles as needed.
**Education:** Bachelor’s degree
**Experience:** Three years of experience

**Senior Computer Systems Analyst**
**Description:** Conducts application testing and provides database management support. Uses analysis and design techniques to solve business problems using information technology. May serve as change agents who identify the organizational improvements needed, designs systems to implement those changes, and trains and motivates others to use the systems.
**Education:** Bachelor’s degree
**Experience:** Seven years of experience

**Senior Systems Analyst**
**Description:** Conducts application testing and provides database management support. Uses analysis and design techniques to solve business problems using information technology. May serve as change agents who identify the organizational improvements needed, designs systems to implement those changes, and trains and motivates others to use the systems.
**Education:** Bachelor’s Degree
**Experience:** Seven years of experience
SCADA Specialist
**Description:** Interface with multiple stakeholders in an organization in order to understand the various levels of requirements, the domain, the viable technologies, and anticipated development. Determines multiple design alternatives, assessing such alternatives based on all identified constraints (such as cost, schedule, space, power, safety, usability, reliability, maintainability, availability, and so on), and selecting the most suitable options for further design. The output of such work sets the core properties of the system, and those that are hardest to change later. Interfaces with the design and implementation engineers and architects, so that any problems arising during design or implementation can be resolved in accordance with the fundamental design concepts, and user needs and constraints. Generates a set of acceptance test requirements, together with the designers, test engineers, and the user, which determine that all of the high-level requirements have been met, especially for the computer-human-interface.
**Education:** Bachelor’s degree
**Experience:** Five years of experience

Engineer/Scientist III
**Description:** Performs varied work which involves existing and new technology, conventional types of plans, investigations, surveys, structures or equipment with relative few complex features for which there are precedents. Assignments usually include equipment design and development, test of materials, preparation of specifications, process study research investigations and report generation.
**Education:** Bachelor’s degree
**Experience:** Five years of experience

Engineer/Scientist II
**Description:** Creates and reviews designs, drawings and specifications typically involving existing technology or applications. Ensures that projects meet specifications, standards and performance requirements within area of expertise. Typically works on segments of larger or more complex projects.
**Education:** Bachelor’s degree
**Experience:** Three years of experience

Engineer/Scientist I
**Description:** Entry level engineering position. Performs assignments designed to develop professional engineering work knowledge and abilities, requiring application of standard techniques, procedures and related engineering tasks. Assignments typically involve individual project phases or projects of limited scope.
**Education:** Bachelor’s degree
**Experience:** 0 years of experience

Electronics Technician III
**Description:** Performs installation, repairs, troubleshooting, calibration and documentation in a wide variety of industrial instrumentation and automation equipment used in monitoring and operating systems. Serves as the lead technician/installation manager or a subject matter expert.
**Education:** High School diploma or equivalent
**Experience:** Five years of experience
Electronics Technician II

Description: Performs installation, repairs, troubleshooting, calibration and documentation in a wide variety of industrial instrumentation and automation equipment used in monitoring and operating systems. May serve as a lead technician on smaller projects with limited and well defined scopes.

Education: High School diploma or equivalent

Experience: Three years of experience

Education/Experience Substitutions

<table>
<thead>
<tr>
<th>Years of Additional Relevant Experience</th>
<th>Equals</th>
<th>Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 years</td>
<td>Associates Degree</td>
<td></td>
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<tr>
<td>4 years</td>
<td>Bachelors Degrees</td>
<td></td>
</tr>
<tr>
<td>6 years</td>
<td>Masters Degree</td>
<td></td>
</tr>
<tr>
<td>8 years</td>
<td>Ph.D</td>
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Service Contract Act Matrix

<table>
<thead>
<tr>
<th>Contract Labor Category</th>
<th>SCA Equivalent Code – Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electronics Technician II</td>
<td>23182 - Electronics Technician Maintenance II</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Electronics Technician III</td>
<td>23183 - Electronics Technician Maintenance III</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>

"The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (***) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide)."