



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

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

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 D311	IT Data Conversion Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services
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.

Azavea Inc.

990 Spring Garden Street, 5th Floor

Philadelphia, PA 19123

(P) 215-925-2600

<https://www.azavea.com/>

Contract Number: **47QTCA18D00D5**

Period Covered by Contract: **May 25, 2018 through May 24, 2023**

General Services Administration

Federal Acquisition Service

Pricelist current through Modification # _____, dated _____.

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

CUSTOMER INFORMATION:

1. Awarded Special Item Number(s):

SIN	Description
132-51, 132-51RC, 132-51LOC	Professional Information Technology 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: Not Applicable.
- 1c.** Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 9.
- 2. Maximum Order:** \$500,000
- 3. Minimum Order:** \$100
- 4. Geographic Coverage:** Domestic and Overseas
- 5. Point of Production:** N/A
- 6. Prices Shown Herein are Net** (discount deducted)
- 7. Quantity Discount:** None
- 8. Prompt Payment Terms:** Net 30
- 9. Government Purchase Cards** Will be accepted below the micro-purchase threshold, but not above.
- 10. Foreign Items:** None
- 11. Time of Delivery:** Azavea Inc. shall deliver or perform services in accordance with the terms negotiated in an agency's order.
- 11b. Expedited Delivery:** Consult with Contractor
- 11c. Overnight/2-Day Delivery:** Consult with Contractor
- 11d. Urgent Requirements:** Consult with Contractor
- 12. FOB Point:** Destination

13. **Ordering Address:** Azavea Proposals and Bids
ATTN: Mary L Johnson
990 Spring Garden Street, 5th Floor
Philadelphia, PA 19123
14. **Payment Address:** Azavea Accounting
990 Spring Garden Street, 5th Floor
Philadelphia, PA 19123
15. **Warranty Provisions:** Contractor's Standard Warranty
16. **Export Packing charges:** Not applicable
17. **Terms and conditions of Government Purchase Card Acceptance:** Contact Azavea Inc. for terms and conditions of Government Purchase Card acceptance.
18. **Terms and conditions of rental, maintenance, and repair:** Not applicable
19. **Terms and conditions of installation:** Not applicable
20. **Terms and conditions of repair parts:** Not applicable
- 20a. **Terms and conditions for any other services:** Not applicable
21. **List of service and distribution points:** Not applicable
22. **List of participating dealers:** Not applicable
23. **Preventive maintenance:** Not applicable
- 24a. **Environmental attributes**, e.g., recycled content, energy efficiency, and/or reduced pollutants:
Not applicable
- 24b. Contact Azavea Inc. for Section 508 compliance information. The EIT standards can be found at:
<http://www.section508.gov>
25. **DUNS Number:** 093014574
26. Azavea Inc. is registered in the System for Award Management (SAM) database.

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

1. SCOPE

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

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

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

(1) Cancel the stop-work order; or

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

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

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

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

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

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

6. INSPECTION OF SERVICES

The Inspection of Services—Fixed Price (AUG 1996) (Deviation—May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection—Time-and-Materials and Labor-Hour (JAN 1986) (Deviation—May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) 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 Services.

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

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

12. PAYMENTS

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

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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



GSA HOURLY RATES
SIN 132-51

Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
GIS Analyst I	\$81.57	\$84.02	\$86.54	\$89.13	\$91.81
GIS Analyst II	\$103.74	\$106.85	\$110.06	\$113.36	\$116.76
Project Director	\$226.98	\$233.79	\$240.80	\$248.03	\$255.47
Project Manager I	\$124.13	\$127.85	\$131.69	\$135.64	\$139.71
Project Manager II	\$166.69	\$171.69	\$176.84	\$182.15	\$187.61
Senior GIS Analyst	\$127.68	\$131.51	\$135.46	\$139.52	\$143.70
Senior Project Manager	\$184.42	\$189.95	\$195.65	\$201.52	\$207.57
Senior Software Engineer	\$219.89	\$226.49	\$233.28	\$240.28	\$247.49
Senior UX Designer	\$182.65	\$188.13	\$193.77	\$199.59	\$205.57
Software Engineer I	\$149.84	\$154.34	\$158.97	\$163.73	\$168.65
Software Engineer II	\$182.65	\$188.13	\$193.77	\$199.59	\$205.57
UX Designer II	\$163.14	\$168.03	\$173.08	\$178.27	\$183.62



Labor Category Descriptions

GIS Analyst I

Functional Responsibilities: The Geographic Information Systems (GIS) Analyst I supports other GIS Analysts (described below) by assembling raster and vector data from public sources; developing map-based analyses; digitizing data; and designing cartography templates. This position requires some familiarity with Esri ArcGIS, CARTO, Mapbox, and/or other mapping tools.

Minimum Education: Bachelor's

Minimum Experience: 1 year

GIS Analyst II

Functional Responsibilities: The GIS Analyst II works collaboratively with the GIS Analyst I and Senior GIS Analyst to provide spatial and non-spatial database development support in creating cartographic designs and digital databases. Must possess expertise with cartography; geospatial analysis; digital database migration and conversion; and geoprocessing using Esri ArcGIS, CARTO, Mapbox, and other mapping tools. Supports activities that include: spatial database design; database development; digitizing; GIS data workflow development; geospatial model development; student mentorship; and report writing.

Minimum Education: Bachelor's

Minimum Experience: 2 years

Project Director

Functional Responsibilities: The Project Director works as Project Director or Project Advisor to provide vision, strategic consulting, and project management activities for software engineering, Information Technology (IT), and GIS projects. Draws on domain expertise and extensive experience with geospatial technology to ensure successful completion of the project. Activities may include strategic planning; requirements definition; system design; establishing budgets and schedules; allocating staff and resources; and managing subcontractor activities.

Minimum Education: Bachelor's

Minimum Experience: 10 years



Project Manager I

Functional Responsibilities: The Project Manager (PM) I provides day-to-day consulting and management of projects. The PMI works under the guidance of other Azavea PMs (described below) and supports the design and implementation of project work plans. Activities may include management of applications development; testing; requirements documentation; technical documentation; and development of user interface and graphic designs. They work with senior management and technical staff to fulfill work plans, implement project deliverables, and ensure that project milestones are met. Finally, they work with senior management and Azavea administrative staff to provide progress and financial reporting documents according to contract requirements.

Minimum Education: Bachelor's

Minimum Experience: 1 year

Project Manager II

Functional Responsibilities: The PM II provides day-to-day consulting and management of projects. The PM II works under the guidance of the Senior PM (described below) and supports the design and implementation of project work plans. Activities may include management of applications development; testing; requirements documentation; technical documentation; and development of user interface and graphic designs. They work with senior management and technical staff to fulfill work plans; implement project deliverables; and ensure that project milestones are met. Finally, they work with senior management and Azavea administrative staff to provide progress and financial reporting documents according to contract requirements.

Minimum Education: Bachelor's

Minimum Experience: 3 years

Senior GIS Analyst

Functional Responsibilities: The Senior GIS Analyst provides spatial and non-spatial database development support in creating cartographic designs and digital databases. Must possess strong expertise with cartography; geospatial analysis; digital database migration and conversion; and geoprocessing using Esri ArcGIS, CARTO, Mapbox, and other mapping tools. Leads activities that include: spatial database design; database development; digitizing; GIS data workflow development; geospatial model development; student mentorship; and report writing.

Minimum Education: Bachelor's

Minimum Experience: 5 years



Senior Project Manager

Functional Responsibilities: The Senior PR provides day-to-day consulting and management of projects. Senior PMs work under the guidance of the Project Director (described above) and support the design and implementation of project work plans. Activities may include GIS systems design; management of applications development; requirements documentation; technical documentation; user interface designs; database design; and oversight of daily technical activities. They work with senior management and technical staff to create work plans, define project deliverables, and set milestones and schedules. Finally, they work with senior management and Azavea administrative staff to provide progress and financial reporting documents according to contract requirements.

Minimum Education: Bachelor's

Minimum Experience: 5 years

Senior Software Engineer

Functional Responsibilities: The Senior Software Engineer leads design, development, configuration, and installation of application software and database development projects. Guides the day-to-day technical activities of a software engineering team and ensures that standard development methodologies are used. The Senior Software Engineer is highly experienced with web, server, mobile, and desktop development and carries out activities that include: writing software code; testing; design and implementation of algorithms; database design; assessment of alternative technologies; design of Quality Assurance (QA)/Quality Control (QC) programs; technical documentation; code reviews; and other technical activities. The Senior Software Engineer is adept with a broad range of both commercial and open source mapping and GIS technologies, with particularly strong backgrounds in the Python, Scala, or JavaScript languages and Django, Akka-HTTP, Spark, React, or Angular frameworks.

Minimum Education: Bachelor's

Minimum Experience: 5 years

Senior User Experience (UX) Designer

Functional Responsibilities: The Senior UX Designer works closely with clients and internal teams to provide web design expertise that may include: conceptual sketches; user personas; wireframes; Cascading Style Sheet (CSS) stylesheets; layouts; cartographic designs; workflow designs; and interactive prototypes using HyperText Markup Language (HTML), CSS, and JavaScript. Strong skills with Adobe Creative Suite, Sketch, Abstract, Marvel, or equivalent are required. Additionally, this position supports the design of company website and marketing/outreach materials.

Minimum Education: Bachelor's

Minimum Experience: 5 years



Software Engineer I

Functional Responsibilities: The Software Engineer I works collaboratively with Engineers II and Senior Engineers to perform software coding; write software documentation; and develop spatial and non-spatial databases. Experienced with GIS database formats, programming languages, debugging, testing, and other software engineering activities. Able to develop database designs and implement the software designs developed by Engineers II and Senior Engineers. Requires some background with the Python, Scala, or JavaScript languages and Django, Akka-HTTP, Spark, React, or Angular frameworks.

Minimum Education: Bachelor's

Minimum Experience: 1 year

Software Engineer II

Functional Responsibilities: The Software Engineer II supports design, development, configuration, and installation of application software and database development projects. Supports the day-to-day technical activities of a software engineering team and ensures that standard development methodologies are used. The Software Engineer II is experienced with web, server, mobile, and desktop development and carries out activities that include: writing software code; testing; design and implementation of algorithms; database design; assessment of alternative technologies; design of QA/QC programs; technical documentation; code reviews; and other technical activities. Experienced with a broad range of both commercial, open source mapping, and GIS technologies, with particularly strong backgrounds in the Python, Scala, or JavaScript languages and Django, Akka-HTTP, Spark, React, or Angular frameworks.

Minimum Education: Bachelor's

Minimum Experience: 3 years

UX Designer II

Functional Responsibilities: The UX Designer II works with the Senior UX Designer, clients, and internal teams to provide web design expertise that may include: conceptual sketches; user personas; wireframes; CSS stylesheets; layouts; cartographic designs; workflow designs; and interactive prototypes using HTML, CSS, and JavaScript. Requires some skills with Adobe Creative Suite, Sketch, Abstract, Marvel, or equivalent. Additionally, the UX Designer II supports the design of company website and marketing/outreach materials.

Minimum Education: Bachelor's

Minimum Experience: 3 years



Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

Equivalent Degree

High School

Associate's

Bachelor's

Master's

PhD

Experience

1 year of relevant experience

2 years relevant experience

Associate's degree + 2 years relevant experience or 4 years relevant experience

Bachelor's plus 2 years relevant experience or Associate's degree + 4 years relevant experience or 6 years relevant experience

Master's + 2 years relevant experience, or Bachelor's + 4 years relevant experience or Associate's + 6 years relevant experience or 8 years relevant experience