On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is http://www.gsaadvantage.gov

SCHEDULE TITLE: MAS, Large Category - Information Technology
SIN 54151S - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES
  FSC/PSC Class D306 IT Systems Analysis Services
  FSC/PSC Class D308 Programming Services
  FSC/PSC Class D399 Other Information Technology Services, Not Elsewhere Classified
SIN 541611 – MANAGEMENT and FINANCIAL CONSULTING, ACQUISITION and GRANTS MANAGEMENT SUPPORT, and BUSINESS PROGRAM and PROJECT MANAGEMENT SERVICES

CONTRACT NUMBER: 47QTCA18D00EZ

CONTRACT PERIOD: July 9, 2018 – July 8, 2023

For more information on ordering from Federal Supply Schedules click on the FSS button at www.fss.gsa.gov

CONTRACTOR: The Shattuck Group, LLC
  13800 Coppermine Rd, Ste 286
  Herndon, VA 20171-6163
  Phone: 703 289 5111
  michael@shattuckgroup.net

CONTRACTOR’S ADMINISTRATION SOURCE: The Shattuck Group, LLC
  13800 Coppermine Rd, Ste 286
  Herndon, VA 20171-6163
  Phone: 703 289 5111
  michael@shattuckgroup.net

BUSINESS SIZE: Service-Disabled Veteran-Owned Small Business
1a. **TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINS)**
Special Item No. 554151S IT Professional Services
Special Item No. 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services

1b. **HOURLY RATES**
See attached Price List.

2. **MAXIMUM ORDER**
54151S - $500,000
541611 - $1,000,000
*If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contactor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. **MINIMUM ORDER**
$100.00.

4. **GEOGRAPHIC COVERAGE**
Domestic and overseas

5. **POINT OF PRODUCTION**
N/A

6. **DISCOUNT FROM LIST PRICES**
Net GSA pricing is listed in attached Price List. Basic discounts have been deducted.

7. **QUANTITY/VOLUME DISCOUNTS**
Volume: +1.5% - orders $250,000 - $499,999

8. **PROMPT PAYMENT TERMS**
0.5% 20 Days

9a. **GOVERNMENT PURCHASE CARDS ARE ACCEPTED AT OR BELOW THE MICRO-PURCHASE THRESHOLD**
9b. GOVERNMENT PURCHASE CARDS ARE ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD

10. FOREIGN ITEMS
None

11a. TIME OF DELIVERY
N/A

11b. EXPEDITED DELIVERY
N/A

11c. OVERNIGHT AND 2-DAY DELIVERY
N/A

11d. URGENT REQUIREMENTS
N/A

12. F.O.B. POINT
N/A

13a. ORDERING ADDRESS
13800 Coppermine Red, Ste 286, Herndon, VA 20171-6163

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
13800 Coppermine Red, Ste 286, Herndon, VA 20171-6163

15. WARRANTY PROVISION
N/A

16. EXPORT PACKING CHARGES
N/A

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE
Accepted below, at, and above the micro-purchase threshold.
18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR
N/A

19. TERMS AND CONDITIONS OF INSTALLATION
N/A

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES
N/A

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES
N/A

21. LIST OF SERVICE AND DISTRIBUTION POINTS
N/A

22. LIST OF PARTICIPATING DEALERS
N/A

23. PREVENTIVE MAINTENANCE
N/A

24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS)
N/A

24b. SECTION 508 COMPLIANCE
If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: N/A.
The EIT standard can be found at: www.Section508.gov.

25. SAM UEI: NESNQH6C9PE6

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) WEBSITE
Active
SPECIAL NOTICE TO AGENCIES:

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. 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.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page (www.fss.gsa.gov) contains 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. Geographic Scope of Contract:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

[X] The Geographic Scope of Contract will be domestic and overseas delivery.
[   ] The Geographic Scope of Contract will be overseas delivery only.
[   ] The Geographic Scope of Contract will be domestic delivery only.

2. Contractor's Ordering Address and Payment Information:

The Shattuck Group, LLC
Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will not be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

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

(703) 969-8935

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any 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.

4. Statistical Data for ordering activity, ordering activity completion of Standard Form 279:

Block 9: G. Order/Modification under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 060621748
Block 30: Type of Contractor - B (Other Small Business)
Block 31: Service-Disabled Veteran-Owned Small Business - YES

4a. CAGE Code: (6F6T5)

4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB Destination

6. Delivery Schedule

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

<table>
<thead>
<tr>
<th>SPECIAL ITEM NUMBER</th>
<th>DELIVERY TIME (Days ARO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>As negotiated between the contractor and the ordering activity</td>
</tr>
</tbody>
</table>
b. **URGENT REQUIREMENTS:** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry with 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. **Discounts:** Prices shown are NET Prices; Basic Discounts have been deducted.
   a. Prompt Payment: 0.50% - 20 days from receipt of invoice or date of acceptance, whichever is later
   b. Quantity: 0%
   c. Dollar Volume: 1.5% on Orders $250,000 - $499,999
   d. Ordering Government are offered the same discounts and concessions as all other government customers.

8. **Trade Agreements Act of 1979, as amended:**

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

9. **Statement Concerning Availability of Export Packing:** N/A

10. **Small Requirements:** The minimum dollar value of orders to be issued is $100.

11. **Maximum Order:** (All dollar amounts are exclusive of any discount for prompt payment.)
   a. The Maximum Order value for the following Special Item Numbers (SINs) is $500,000:
      
      Special Item No. 54151S Information Technology Professional Services

12. **ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**
Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.
   a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
   b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. **FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:**
Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

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

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

14. CONTRACTOR TASKS/SPECIAL REQUIREMENTS (C_FSS-370) (NOV 2001)
(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. 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.

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 C.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.fss.gsa.gov/.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.401(d).

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

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

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

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

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

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:
Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

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

21. CONTRACTOR TEAM ARRANGEMENTS

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a – 276a-7) provides that contracts in excess of $2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall 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, de-installation, and reinstallation services under SIN 33411.

23. SECTION 508 COMPLIANCE.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:
24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

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

(b) The following statement:

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

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

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.
1. **SCOPE**
   
a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT/IAM 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**
   
a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blank 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 Blank 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. **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 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.

5. 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 of each task on 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/EC 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 Ordering activity per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

(a) The Contracting Officer ma, 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 or 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) Terminated 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 cancelled 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 Contract’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.

7. INSPECTION OF SERVICES

The Inspection of Services—Fixed Price (AUG 1996) 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) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

8. 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 Rights in Data – General may apply.

9. 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/EC Services.

10. INDEPENDENT CONTRACTOR

All IT/EC 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.

11. 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 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.

12. INVOICES

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

13. 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 52.232-7 (DEC 2002), Alternate I (APR 1984) 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 52.232-7 (DEC 2002), Alternate II (DEC 2002) applies to labor-hour orders placed under this contract.

14. RESUMES

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

15. 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.
16. **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.

17. **DESCRIPTION OF IT/EC SERVICES AND PRICING**

a. The Contractor shall provide a description of each type of IT/IAM Service offered under Special Item Numbers 132-51 IT/IAM Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT/IAM Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

Please find enclosed, on the following pages, the description of several categories of IT services offered by **The Shattuck Group, LLC** along with the corresponding prices:
## Awarded Pricing for SIN 54151S

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Min Years’ Experience</th>
<th>Functional Responsibility</th>
<th>Minimum Education</th>
<th>Government Site Hourly Rates w/IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Software Engineer</td>
<td>8 years</td>
<td>Designs, develops, tests, implements, maintains and improves various software applications and systems. Responsible for system engineering, database design, database administration, data warehousing and system administration. Has strong understanding of Software Development Life Cycle (SDLC).</td>
<td>Bachelors Degree or equivalent experience and training</td>
<td>$146.20</td>
</tr>
<tr>
<td>IT Program Manager</td>
<td>6 years</td>
<td>Manages various IT programs and projects on time and within budget. Responsible for overall direction, control and reporting of projects. Provides technical guidance to all project team members to ensure all technical, schedule and cost objectives are achieved successfully. Responsible to provide client interface. Responsible to develop project documentation including budgets, project schedules and various planning and implementation documents. Responsible for managing project teams.</td>
<td>Bachelors Degree or equivalent experience and training</td>
<td>$129.02</td>
</tr>
<tr>
<td>Software Applications Developer</td>
<td>8 years</td>
<td>This position provides technical expertise to develop and configure applications to ensure that the systems meet business requirements. Candidate possesses experience in design and execution of enterprise level IT projects and supports technical teams in the architectural, design and development efforts. Candidate demonstrates experience in software and system development and supports all phases of development. Candidate possesses experience and knowledge in the latest industry trends and developments in enterprise IT solutions. Write codes and application programs in various languages SharePoint, Java, XML, .NET, C# and C++. Also responsible for Unit testing, and code maintenance. Responsible for writing application software, technical and user documentation, and software conversions.</td>
<td>Bachelors Degree or equivalent experience and training</td>
<td>$141.42</td>
</tr>
<tr>
<td>IT Specialist</td>
<td>6 years</td>
<td>Provides IT system analysis, business process analysis, data analysis, IT requirements analysis, data analytics, network administration, network security, data security, information assurance and cybersecurity support. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables.</td>
<td>Bachelors Degree or equivalent experience and training</td>
<td>$105.35</td>
</tr>
</tbody>
</table>
**SIN 541611 Labor Category Descriptions**

**Intelligence/Functional Analyst**
Applies analytical and computational techniques and methodologies in support of client. Must be able to develop and recommend technical solutions to support client requirements in solving all levels of network, platform, and system security operations. Provides technical and administrative direction for personnel performing project tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and progress in accordance with schedules. Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions and initiatives. Prepares forecasts and analyzes trends, reporting regulations and business conditions. Develops and analyzes metrics, performance measurements, requirements, reports and recommendations related to management, organizational structure, policy/procedures and business systems. Identifies potential business risks. Areas of focus include but are not limited to mission and intelligence functions, business performance, business and economic case analysis, internal control and enterprise risk assessment. Provides analysis, assessment, technical, mission, functional or business area expertise. May provide supervisory direction.

Functional areas of specialty can include
- Providing analytical and subject matter expertise for all source intelligence analysis and across various intelligence disciplines (Counterintelligence, Financial Intelligence, Identity Intelligence, Human Intelligence, Cyber Intelligence, Signals Intelligence, Imagery Intelligence, Measurement and Signatures Intelligence)
- Providing business area subject matter expertise in support of business goals, studies, risks management, and performance management
- Providing subject matter expertise in the areas of finance, engineering, technology, trade, geopolitical and transnational issues, cyber, economic, non-state actors, illicit finance and money laundering, and new and emerging issues and global challenges

<table>
<thead>
<tr>
<th>Level</th>
<th>Years of Experience</th>
<th>Education</th>
<th>Certification</th>
<th>Experience for degree substitution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Junior</td>
<td>0</td>
<td>Relevant coursework and/or certification</td>
<td>None</td>
<td>Relevant BA/BS degree (4) years of experience relating to SOW requirements</td>
</tr>
<tr>
<td>Full Performance</td>
<td>4 Years</td>
<td>BA/BS</td>
<td>None</td>
<td>Relevant MA/MS degree (2) years of experience relating to SOW requirements</td>
</tr>
<tr>
<td>Senior</td>
<td>8 Years</td>
<td>BA/BS</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Expert</td>
<td>12 Years</td>
<td>MA/MS</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>SME</td>
<td>16 Years</td>
<td>MA/MS</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>
Program/Project Manager
Manages projects or programs to ensure that implementation and prescribed activities are carried out in accordance with specified objectives. Plans and develops methods and procedures for implementing programs, directs and coordinates program activities, and exercises control over personnel responsible for specific functions or phases of programs. Helps manage and oversee program oversight, master schedule support, requirements support, and program oversight and program analysis. Helps determine both technical and business goals and make plans for the accomplishment of these goals. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising Contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Duties can include but are not limited to:

1. Integrated Consulting Services: Providing expert advice, assistance, advisory support of the customer’s mission-oriented business functions to include general consulting support, management consulting support, program planning, audits, and evaluations, policy and regulation support, and advisory and assistance support.

2. Acquisition Management Support: Providing professional support services to the customer in conducting federal acquisition management activities to include acquisition planning assistance, acquisition document assistance, and contract administration support services.

3. Financial Planning & Analysis: Provides oversight and financial tracking for all projects; provide strategic/programmatic financial analysis to management; forecast various programmatic and financial tradeoffs based on budgetary changes; prepare project financial reports/documentation for quarterly and yearly budget exercises.

4. Subject Matter Expertise: Provide subject matter expert technical, financial, and programmatic support to include financial policy and regulation interpretation and development, project performance and evaluation, and strategic alignment.

<table>
<thead>
<tr>
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<th>Years of Experience</th>
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<th>Certification</th>
<th>Experience for degree substitution</th>
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<tr>
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<td>0</td>
<td>Relevant coursework and/or certification</td>
<td>None</td>
<td>Relevant BA/BS degree (4) years of experience relating to SOW requirements</td>
</tr>
<tr>
<td>Full Performance</td>
<td>4 Years</td>
<td>BA/BS</td>
<td>None</td>
<td>Relevant MA/MS degree (2) years of experience relating to SOW requirements</td>
</tr>
<tr>
<td>Senior</td>
<td>8 Years</td>
<td>BA/BS</td>
<td>PMP desired</td>
<td></td>
</tr>
<tr>
<td>Expert</td>
<td>12 Years</td>
<td>MA/MS</td>
<td>PMP desired</td>
<td></td>
</tr>
<tr>
<td>SME</td>
<td>16 Years</td>
<td>MA/MS</td>
<td>PMP desired</td>
<td></td>
</tr>
</tbody>
</table>
**Project/System Integrator**
Responsibele for systems integration across the planning and development processes in order to ensure end-to-end system functionality. An SI has demonstrated experience integrating system analysis, requirements definition and management, configuration control and program management support. Performs system development life cycle (SDLC) activities, systems analysis, configuration management (CM), performance metrics and program schedule support. Able to assist in performing functional analysis, conducting trade-off studies, evaluating alternative architectures and performing requirements analysis.

<table>
<thead>
<tr>
<th>Level</th>
<th>Years of Experience</th>
<th>Education</th>
<th>Certification</th>
<th>Experience for degree substitution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Junior</td>
<td>0</td>
<td>Relevant coursework and/or certification</td>
<td>None</td>
<td>- Relevant BA/BS degree (4) years of experience relating to SOW requirements</td>
</tr>
<tr>
<td>Full Performance</td>
<td>4 Years</td>
<td>BA/BS</td>
<td>None</td>
<td>- Relevant MA/MS degree (2) years of experience relating to SOW requirements</td>
</tr>
<tr>
<td>Senior</td>
<td>8 Years</td>
<td>BA/BS</td>
<td>PMP desired</td>
<td></td>
</tr>
<tr>
<td>Expert</td>
<td>12 Years</td>
<td>MA/MS</td>
<td>PMP desired</td>
<td></td>
</tr>
<tr>
<td>SME</td>
<td>16 Years</td>
<td>MA/MS</td>
<td>PMP desired</td>
<td></td>
</tr>
</tbody>
</table>
## Awarded Pricing for SIN 541611

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>Year 4 Hourly Rate</th>
<th>Year 5 Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Intelligence/Functional Analyst Junior</td>
<td>$107.51</td>
<td>$110.09</td>
</tr>
<tr>
<td>541611</td>
<td>Intelligence/Functional Analyst Full Performance</td>
<td>$122.17</td>
<td>$125.10</td>
</tr>
<tr>
<td>541611</td>
<td>Intelligence/Functional Analyst Senior</td>
<td>$132.41</td>
<td>$135.59</td>
</tr>
<tr>
<td>541611</td>
<td>Intelligence/Functional Analyst Expert</td>
<td>$152.48</td>
<td>$156.14</td>
</tr>
<tr>
<td>541611</td>
<td>Intelligence/Functional Analyst SME</td>
<td>$196.35</td>
<td>$201.07</td>
</tr>
<tr>
<td>541611</td>
<td>Program/Project Manager Junior</td>
<td>$108.98</td>
<td>$111.60</td>
</tr>
<tr>
<td>541611</td>
<td>Program/Project Manager Full Performance</td>
<td>$131.61</td>
<td>$134.77</td>
</tr>
<tr>
<td>541611</td>
<td>Program/Project Manager Senior</td>
<td>$136.52</td>
<td>$139.80</td>
</tr>
<tr>
<td>541611</td>
<td>Program/Project Manager Expert</td>
<td>$149.50</td>
<td>$153.09</td>
</tr>
<tr>
<td>541611</td>
<td>Program/Project Manager SME</td>
<td>$164.05</td>
<td>$167.99</td>
</tr>
<tr>
<td>541611</td>
<td>Project/System Integrator Junior</td>
<td>$107.46</td>
<td>$110.04</td>
</tr>
<tr>
<td>541611</td>
<td>Project/System Integrator Full Performance</td>
<td>$125.42</td>
<td>$128.44</td>
</tr>
<tr>
<td>541611</td>
<td>Project/System Integrator Senior</td>
<td>$134.91</td>
<td>$138.15</td>
</tr>
<tr>
<td>541611</td>
<td>Project/System Integrator Expert</td>
<td>$146.27</td>
<td>$149.78</td>
</tr>
<tr>
<td>541611</td>
<td>Project/System Integrator SME</td>
<td>$157.58</td>
<td>$161.36</td>
</tr>
</tbody>
</table>