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: Federal Supply Schedule 70 – General Purpose Commercial Information Technology Equipment, Software, and Services

SIN 54151S --- Information Technology Professional Services

Contract Number: 47QTCA19D00AG
Contract Period: April 23, 2019 to April 22, 2024

For more information on ordering from Federal Supply go to this website: www.gsa.gov/schedules

CONTRACTOR: GovMobile, LLC
1997 Annapolis Exchange Parkway #300
Annapolis, MD 21401
Office: 410-573-0573
Fax: 866-740-9288

CONTRACTOR’S ADMINISTRATION SOURCE: Lambert Matias
Email: Lmatias@govmobile.com
BUSINESS SIZE: SBA 8(a) Certified, Minority-Owned Small Disadvantaged Business
CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS

SIN DESCRIPTION

54151S   Information Technology Professional Services

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN: See Price List

1c. HOURLY RATES (Services only): See labor categories and pricing on pages 10-13 and 13.

2. MAXIMUM ORDER*:

<table>
<thead>
<tr>
<th>SIN</th>
<th>MAXIMUM ORDER</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>$500,000/per Order</td>
</tr>
</tbody>
</table>

NOTE TO ORDERING ACTIVITIES: *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 contractor 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: Minimum order per the contract $100.00 or as negotiated.


5. POINT(S) OF PRODUCTION: N/A

6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA pricelist. Negotiated discount has been applied and the IFF has been added.

7. QUANTITY DISCOUNT(S): A 1% discount is available for orders over $200,000.00

8. PROMPT PAYMENT TERMS: N/A

9.a Government Purchase Cards are accepted at or below the micro-purchase threshold.

9.b Government Purchase Cards are not accepted above the micro-purchase threshold. Government purchase cards are not accepted above the micro-purchase threshold. However, on occasion GovMobile may accept the Government purchase card in accordance with GSAR 552.232-79 (c) Payment by Credit Card. Contact contractor for limit.
10. FOREIGN ITEMS: N/A

11a. TIME OF DELIVERY: As Negotiated at the task order level.

11b. EXPEDITED DELIVERY: Negotiated at the task order level.

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

11d. URGENT REQUIREMENTS: Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. FOB POINT: Destination

13a. ORDERING ADDRESS: GovMobile, LLC
1997 Annapolis Exchange Pkwy #300
Annapolis, MD 21401
Office: 410-573-0573
Fax: 866-740-9288
E-mail: GSAsales@govmobile.com

13b. ORDERING PROCEDURES: For services, the ordering procedures and information on Blanket Purchases Agreements (BPA’s) are described in Federal Acquisition Regulation (FAR) 8.405-3.

14. PAYMENT ADDRESS: Same as contractor

15. WARRANTY PROVISION: N/A

16. EXPORT PACKING CHARGES: N/A

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE: See 9a and 9b.

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): N/A

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): N/A

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

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A

21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A

23. PREVENTIVE MAINTENANCE (IF APPLICABLE): 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 for Electronic and Information Technology (EIT): 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: Section 508 compliance is in process.

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

25. **DUNS NUMBER**: 079220147

26. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE**: Contractor has an Active Registration in the SAM database.
1. **SCOPE**
   a. The prices, terms and conditions stated under Special Item Number 54151S 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.

   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 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**


7. **RESPONSIBILITIES OF THE CONTRACTOR**

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

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

9. **INDEPENDENT CONTRACTOR**

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

10. **ORGANIZATIONAL CONFLICTS OF INTEREST**

a. **Definitions.**

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

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

An “Organizational conflict of interest” exists when the nature of the work to 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**

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 54151S IT 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 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.

c. The following is an example of the manner in which the description of a commercial job title should be presented:

**EXAMPLE:** Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.
Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor’s Degree in Computer Science
"Due to the availability or limitation of education, occasionally substitution of experience as referenced below for a professional labor type with additional years of experience will be provided per the approval of the federal agency acquiring the service."

1. **Job Title:** - Electronic Technician

   **Minimum level of experience** – 2 years  
   **Description** – Provides general technical support for engineering tasks. Support functions may include: various logistics support functions and automated support systems involving maintenance planning, personnel planning, training, support equipment, test equipment, technical and logistics data, facilities support, and supply support; assisting in design, development and evaluation of experimental apparatus, equipment, experimental facilities and instrumentation systems; repairs, rebuilds or overhauls major assemblies of machines or automobiles; and other general engineering support functions.  
   **Minimum Education:** Bachelor of Science degree or equivalent experience.

2. **Job Title:** – Information Assurance Specialist

   **Minimum level of experience** – 5 years  
   **Description** – Provides Information Assurance (IA) expertise to ensure confidentiality, integrity, and availability of information systems. Develops and implements IA and security requirements and ensures the integration of security and IA into the System Development Lifecycle (SDLC) of new systems/applications or changes to existing systems/applications. May provide expertise in one or more of the following specialties: Continuity of Operations and contingency planning (COOP), Disaster Recovery Planning (DRP), Security education and awareness training, Incident Response Planning (IRP), Certification and Accreditation (C&A), Physical and Personnel Security, and/or other project related governing policies.  
   **Minimum Education:** Bachelor of Science degree or equivalent experience.

3. **Job Title:** - Network Engineer

   **Minimum/General Experience:** 3 years  
   **Description:** Analyzes local and wide area network (LAN/WAN) systems, including planning, designing, evaluating, selecting, and upgrading operating systems and protocol suites and configuring communication hardware and other devices; resolves interoperability problems to obtain operations across all platforms including email, file transfer, multimedia, teleconferencing, and the like; configures systems to user requirements; supports the acquisition of hardware and software as well as subcontractor services as needed; performs various tests and documents results; administers and maintains local and wide area networks; provides technical support and troubleshooting to users; plans network layout design; may administer network security.  
   **Minimum Education:** Bachelor of Science degree or equivalent experience.
4. **Job Title: Program Manager**

**Minimum/General Experience:** Minimum of ten (8) years of experience.

**Description:** Has extensive experience in the delivery of state-of-the-art technology solutions and is responsible for meeting defined requirements within cost and schedule constraints on a large project or multiple simultaneous small projects with shared resources. Must understand the full program life cycle, tactical planning, cost accounting, work breakdown structure, scheduling and management practices, and ensures conformance to quality standards. Must be able to identify and communicate program risks and recommend mitigation. Must have organizational and communication skills for directing team members and reporting status to the customer.

**Minimum Education:** Bachelor of Science degree or equivalent experience.

5. **Job Title: Project Manager**

**Minimum/General Experience:** Minimum of 5 years

**Description:** Performs day-to-day management of assigned projects that involve data processing and other information system professionals who are responsible for analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information and telecommunications systems. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all technical activities associated with assigned projects.

**Minimum Education:** Bachelor of Science degree or equivalent experience.

6. **Job Title: Software Developer**

**Minimum/General Experience:** 3 years.

**Description:** Has the experience and knowledge to design, code, test, debug and document software in a variety of programming languages, protocols and databases. Provides interface, as appropriate, to existing systems, including legacy systems, to gather/provide needed information and data. Must have worked with customers to understand business processes and develop applications that support those processes. Must have knowledge of the latest programming languages and techniques. Must have extensive experience in creating strategies for developing IT systems and applications. Must have experience in evaluating alternative approaches and selecting optimal approaches.

**Minimum Education:** Bachelor of Science degree or equivalent experience.

7. **Job Title: Software Engineer**

**Minimum/General Experience:** 3 years

**Description:** Analyzes, designs, develops, tests, troubleshoots and maintains software. Develops and supports applications, for multi-tier architectures. Proficient with programming languages, environments, and techniques that are currently practiced in the IT industry today. Allocates time and resources needed to complete software development, maintenance, and installation efforts to include identifying deficiencies in software applications and provide solutions to correct deficiencies.

**Minimum Education:** Bachelor of Science degree or equivalent experience.
8. **Job Title - Subject Matter Expert**

**Minimum/General Experience:** 6 years.

**Description:** Develops requirements from a project's inception to its conclusion in the subject matter area for complex systems. Serves as Subject Matter Expert possessing in-depth knowledge or skills in an area such as information technology, telecommunications, security/cyber security operations, computer science engineering, software, mathematics, hardware, materials, business, state of the art technologies or project related subject matter. Individual has unique capabilities or experience not available under other categories or requiring unique project related training or experience. Individual may be a recognized leader, pioneer or expert in their field.

**Minimum Education:** Bachelor of Science degree or equivalent experience.

9. **Job Title - System Administrator**

**Minimum/General Experience:** 3 years

**Description:** Has experience in conducting routine system administration tasks and logging data in system admin logs. Systems administrators are responsible for maintaining system efficiency. Must have experience in maintaining troubleshooting of a wide variety of systems and networks including high volume/high availability systems. Must have knowledge of a number of debugging protocols and processes. Must be able to troubleshoot problems and issues identified by customers, and implement corrective actions quickly.

**Minimum Education:** Bachelor of Science degree or equivalent experience.

10. **Job Title - Systems Analyst – Senior**

**Minimum/General Experience:** 5 years

**Description:** Conducts system planning to include requirements definition, implementation planning, and lifecycle cost estimates. Performs analysis or studies for enhancing or implementing systems software solutions. Defines, designs and specifies processes and procedures supporting the implementation of information technology to support business or other project related systems. Develops documentation supporting analysis and makes recommendations on design and implementation of project related systems. May support any combination of: Web technology services, modeling and simulation support, visualization technology services, software and systems engineering, hardware analysis and integration, database planning and design, programming, data/records management, business process re-engineering, system acquisition support, geographical information systems, systems analysis and design, system prototyping, test and evaluation design support, systems integration, total computer and network services, studies and analysis, or cost analysis and estimating.

**Minimum Education:** Bachelor of Science degree or equivalent experience.

11. **Job Title - Systems Engineer**

**Minimum/General Experience:** 4 years

**Description:** Supports systems integration efforts involving hardware, software, operating system and communications interoperability. Provides design, development, and implementation support. Provides technical design, programming, testing, and implementation support for operating, communications, and hardware systems integration. Prepares specifications, code, system tests, and documentation in accordance with standards and requirements specifications. May support installation of physical and software components.

**Minimum Education:** Bachelor of Science degree or equivalent experience.
### APPROVED PRICING FOR SIN 54151S

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Rate/Hour Base Year</th>
<th>GSA Rate/Hour Year 2</th>
<th>GSA Rate/Hour Year 3</th>
<th>GSA Rate/Hour Year 4</th>
<th>GSA Rate/Hour Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Electronic Technician</td>
<td>$72.51</td>
<td>$74.33</td>
<td>$76.18</td>
<td>$78.09</td>
<td>$80.04</td>
</tr>
<tr>
<td>2. Information Assurance Specialist</td>
<td>$155.06</td>
<td>$158.94</td>
<td>$162.91</td>
<td>$166.99</td>
<td>$171.16</td>
</tr>
<tr>
<td>3. Network Engineer</td>
<td>$117.94</td>
<td>$120.89</td>
<td>$123.91</td>
<td>$127.01</td>
<td>$130.18</td>
</tr>
<tr>
<td>4. Program Manager</td>
<td>$181.07</td>
<td>$185.60</td>
<td>$190.24</td>
<td>$194.99</td>
<td>$199.87</td>
</tr>
<tr>
<td>5. Project Manager</td>
<td>$152.20</td>
<td>$156.00</td>
<td>$159.90</td>
<td>$163.90</td>
<td>$168.00</td>
</tr>
<tr>
<td>6. Software Developer</td>
<td>$113.23</td>
<td>$116.06</td>
<td>$118.96</td>
<td>$121.94</td>
<td>$124.98</td>
</tr>
<tr>
<td>7. Software Engineer</td>
<td>$112.47</td>
<td>$115.28</td>
<td>$118.16</td>
<td>$121.12</td>
<td>$124.14</td>
</tr>
<tr>
<td>8. Subject Matter Expert</td>
<td>$152.20</td>
<td>$156.00</td>
<td>$159.90</td>
<td>$163.90</td>
<td>$168.00</td>
</tr>
<tr>
<td>9. System Administrator</td>
<td>$83.53</td>
<td>$85.62</td>
<td>$87.76</td>
<td>$89.96</td>
<td>$92.21</td>
</tr>
<tr>
<td>10. Systems Analyst – Senior</td>
<td>$103.34</td>
<td>$105.92</td>
<td>$108.57</td>
<td>$111.28</td>
<td>$114.07</td>
</tr>
<tr>
<td>11. Systems Engineer</td>
<td>$113.23</td>
<td>$116.06</td>
<td>$118.96</td>
<td>$121.94</td>
<td>$124.98</td>
</tr>
</tbody>
</table>