**U.S. GENERAL SERVICES ADMINISTRATION (GSA)**
**Federal Supply Service**
**Authorized Federal Supply Schedule Pricelist**

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

# IT SCHEDULE 70

## Awarded Special Item Numbers (SINs):

132-51    Information Technology Professional Services

## Contract Number: 47QTCA19D00AX

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

## Contract Period: May 15, 2019 through May 14, 2024

**Credence Management Solutions, LLC**
**8609 Westwood Center Drive, Suite 300 Vienna, VA 22182**
**Main Phone: (703) 992-0093 / Toll Free: (888) 459-2430**
**Fax: (703) 991-9121**

**Website:** http://www.credence-llc.com

**Business Size:** Other than Small Business

**Contract Administrator:** John Stapleford
**Email:** gsa-mas@credence-llc.com

*Prices Shown Herein are Net (discount deducted)*

## Table of Contents

## 1. Customer Information

### 1a. Table of Awarded Special Item Number (SIN) with Appropriate Cross-reference to Item Descriptions and Awarded Prices

| SIN # | SIN Title | Specific Services Related to this SIN |
|---|---|---|
| 132-51 | Information Technology (IT) Professional Services | Resource management, database planning and design, systems analysis and design, network services, programming, conversion and implementation support, network services project management, data/records management, and other services relevant to 29CFR541.400. |

### Prices—Years 1 through 5:

| | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|---|---|---|---|---|---|---|
| SIN | Labor Category | May 15, 2019 - May 14, 2020 | May 15, 2020 - May 14, 2021 | May 15, 2021 - May 14, 2022 | May 15, 2022 - May 14, 2023 | May 15, 2023 - May 14, 2024 |
| 132-51 | Application Developer | $137.54 | $140.97 | $144.50 | $148.11 | $151.81 |
| 132-51 | Consultant, Principal | $206.82 | $211.99 | $217.29 | $222.73 | $228.29 |
| 132-51 | Consultant, Senior | $120.42 | $123.43 | $126.51 | $129.68 | $132.92 |
| 132-51 | Database Administrator | $118.82 | $121.79 | $124.83 | $127.95 | $131.15 |
| 132-51 | Information Assurance Specialist | $163.40 | $167.49 | $171.67 | $175.96 | $180.36 |
| 132-51 | IT Project Manager | $143.06 | $146.64 | $150.31 | $154.06 | $157.92 |
| 132-51 | Software Architect | $139.28 | $142.76 | $146.33 | $149.99 | $153.74 |
| 132-51 | Software Engineer | $81.89 | $83.94 | $86.04 | $88.19 | $90.39 |
| 132-51 | Solution Architect | $153.04 | $156.87 | $160.79 | $164.81 | $168.93 |
| 132-51 | Subject Matter Expert | $155.37 | $159.25 | $163.23 | $167.31 | $171.50 |
| 132-51 | Systems Analyst, Senior | $111.36 | $114.15 | $117.00 | $119.92 | $122.92 |
| 132-51 | Systems Engineer | $104.18 | $106.79 | $109.46 | $112.19 | $115.00 |
| 132-51 | Technical Lead | $182.38 | $186.94 | $191.61 | $196.41 | $201.32 |
| 132-51 | Technical Specialist | $125.17 | $128.30 | $131.51 | $134.79 | $138.16 |
| 132-51 | Technical Writer / Editor | $67.80 | $69.50 | $71.23 | $73.02 | $74.84 |
| 132-51 | Technologist, Principal | $118.45 | $121.41 | $124.44 | $127.55 | $130.74 |

## 1b. Identification of the Lowest Priced Model Number and Lowest Unit Prices

See Prices above

## 1c. Labor Category Descriptions

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 to the Federal Agency when responding to their IT requirements and it is solely the acquiring agency's determination, if the substitution is considered acceptable prior to an award.

### Application Developer

**Minimum/General Experience:** Possess a thorough knowledge of current technological environments and programming languages. At least six (6) years of systems development and operational experience.

**Functional Responsibilities:** Provides analysis and design of business systems for business applications and enterprise systems and works closely with end users on product development and implementation. Directs the software engineering function of a project team in developing, releasing, and maintaining software applications/operating systems according to business needs. Applies in-depth knowledge of systems implementation to lead solution development, including requirements documentation, systems design and specification, incorporating organization and multi-tiered system application standards, technical reviews and analysis and subsequent improvements from test result reports. Directs the gathering of user requirements and translating them into automated business solutions. Specifies the system inputs, designs the processing steps and formats the output to meet the users' needs. Assess products and procedures for compliance with government standards, internal controls, and multi-tiered system application standards. Direct software developers to modify existing software and maintain integrity between systems and applications as maintain or enhance systems. Performs software testing, automation testing and quality assurance.

**Minimum Education:** Bachelor's Degree from an accredited college or university in Engineering, Computer Science, Information Technology, Business or other related technical or management discipline. Experience may substitute for education (four (4) years' experience for a bachelor's and eight (8) years' experience for a master's degree).

### Consultant, Principal

**Minimum/General Experience:** Minimum of eight (8) years of experience in a consulting capacity to senior management within government agencies or commercial organizations on projects related to the functional area of expertise. Experienced in defining requirements for enterprise business systems and/large-scale systems. Strong verbal and written communication skills required.

**Functional Responsibilities:** Possess extensive knowledge in area of expertise for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Develops business requirements and business processes re-engineering methodologies. Solves application and process related problems by creating detail process and system design specifications; and works with other areas across the business units to support a total solution approach. Communicates business requirements for reports and applications development. Facilitates collaboration within and across business units and across IT functions. Resolves problems and improves business units' technical environments.

Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Creates and delivers quality documents. Prepares and conducts stakeholder briefings in area of expertise, participates in required meetings, and related project support.

**Minimum Education:** Master's Degree from an accredited college or university in Engineering, Computer Science, Information Technology, Business, or other related scientific, technical or management discipline. Certification in a related field is desirable. Experience may substitute for education (5 years' experience for a bachelor's degree and 10 years' experience for a master's degree).

### Consultant, Senior

**Minimum/General Experience:** At least six (6) years of relevant experience. Experience in architecting large scale automated systems, along with knowledge of operating systems, applicable structured programming languages, database software, and principle of information systems and engineering disciplines. Possess working knowledge of systems hardware, software, development tools, techniques, and concepts. Must be capable of managing the development of database projects.

**Functional Responsibilities:** Analyzes multifactorial functions, procedures, and problems to find creative, logical, and effective solutions. Formulates and defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debugs, and documents those programs. Responsible for applications' overall operating system, such as file maintenance routines, telecommunications networks, computer accounting, and advanced mathematical/scientific software packages and implements recommended solutions. Evaluates workflows problems analytically and systematically and develops appropriate corrective action. Supports application developers in planning preparation, load analysis, and backup and recovery of data. Manages changes to development and production baselines for architecture, software, hardware, database, and documentation. Works with technical/functional analysts, and engineers to incorporate recommendations and requirements into new or existing systems. Evaluates new and existing software products. Manages change to development and production baselines for architecture, software, hardware, database, and documentation. Assists other systems programmers to effectively utilize the system's technical software.

**Minimum Education:** Bachelor's degree, or equivalent experience (four (4) years' experience for a bachelor's degree). Technical certification or an advanced degree in a related field is desirable. Experience may substitute for education (four (4) Years of experience for a bachelor's degree and eight (8) years of experience for a master's degree).

### Database Administrator

**Minimum/General Experience:** Four (4) years of database experience demonstrating a strong knowledge of relational databases and experience with database and metadata management, operational analysis and critical thinking for problem solving. Two years of database team management highly desirable. Ability to direct, coach and train subordinate staff and allocate assignments to meet customer and project needs.

**Functional Responsibilities:** Performs technical activities related to the administration and use of databases and database management systems (DBMS). Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing

methods, and security procedures for specific user applications. Tests and assists in the implementation of changes or in the design of new databases. Monitors database usage and statistics. Provides daily supervision and direction to support staff. Assigns personnel to various projects and directs their activities. Reviews and evaluates work and prepares performance reports, data research and report generation activities. Confers with and advises subordinates on organization and data-related policies and procedures, technical problems, priorities, and methods. Consults with and advises users of various databases.   Projects long-range requirements for database administration in conjunction with other managers in the information systems function as well as business function managers.

**Minimum Education:** Bachelor's Degree from an accredited college or university in Computer Science, Information Technology, or other related technical discipline. An advanced degree or industry certification is desirable. Experience may substitute for education (four (4) years of experience for a bachelor's degree).

## Information Assurance Specialist

**Minimum/General Experience:** At least six (6) years of relevant experience.

**Functional Responsibilities:** Responsible for ensuring organizational policies are implemented on the project level for secure information systems. Analyzes and defines security requirements to meet Organizational requirements for Authority to Operate and Continuous Monitoring. Gather and organize policy, procedures and technical information to implement security best practices into the project lifecycle, from the initial phases. Perform complex risk analyses which also include risk assessment. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to Government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Performs analysis, design, and development of security features for system architectures. Direct, coach and train staff and provide daily supervision and direction to staff, as assigned.

**Minimum Education:** Bachelor's degree, or equivalent experience (four (4) years' experience for a bachelor's degree). Technical certification or an advanced degree in a related field is desirable. Experience may substitute for education (four (4)) Years of experience for a bachelor's degree and eight (8) years of experience for a master's degree).

## IT Project Manager

**Minimum/General Experience:** Senior manager with at least six (6) years of experience in managing IT projects and/or tasks orders and groups of personnel at one or more locations. Prior experience in serving in a leadership capacity in projects within government agencies and/or commercial organizations required. Strong verbal and written communication skills required.

**Functional Responsibilities:** Responsible for the overall management of a specific project or task order. Provides project leadership and effective communications with stakeholders. Manages and controls schedules and cost to provide on time, within budget performance of all aspects of the contract. Provides direction for ensuring compliance with all management policies, plans, and procedures and reviewing the quality of all work products. Prepares and presents status on project schedules, costs, deliverables, and risks. Provides recommendations for resolution of problems. Delivers presentations and leads client meetings. Performs project planning and scheduling and monitor variances taking corrective action as required. Provides earned value management (EVM)

support. Executes project management activities, to include performance monitoring and measurement. Develops and delivers reporting and documentation associated with project/program objectives. Conducts stakeholder briefings, participates in required meetings, and related project support services. Supports program integration services. Organizes, directs, and coordinates the planning and production of all contract support activities, including those of subcontractors. Serves as the contractor's Contract Manager. Supports project close-out services.

**Minimum Education:** Bachelor's Degree from an accredited college or university in Management, Engineering, Computer Science, Information Technology, Business, or other related scientific, technical or management discipline. An advanced degree or certification in management, business administration, or related field and/or Project Management Professional Certification from the Project Management Institute is required. Experience may be substituted for education (Four (4) years of experience for a bachelor's degree, eight (8) years of experience for a master's degree).

### Software Architect

**Minimum/General Experience:** Expert knowledge of architecture frameworks and proven success in designing and developing new software products or major enhancements to existing software. At least eight (8) years of experience in performing software architecture related experience. Strong verbal and written communication skills required and the ability to lead a multi-disciplinary project team.

**Functional Responsibilities:** Performs a high-level of technical expertise to develop an integrated view of the business, in the context of the enterprise, using available industry and agency standards, to design systems to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Provides expertise in the areas of software, hardware, and communications across a broad spectrum of businesses, systems, technologies and requirements to ensure that the common operating environment is compliant with the organization's enterprise architecture and applicable reference models. Evaluates analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Analyzes the activities of a business unit or line of business and makes recommendations pertaining to the projects that the business unit should perform. Provides daily supervision and direction to staff, as assigned. Advises senior management on trends and emerging technologies, and their impact on the organization's architectures and business strategies. Performs market and technology research to identify potential alternatives to address complex issues faced by an organization.

**Minimum Education:** Bachelor's Degree from an accredited college or university in Engineering, Computer Science, Information Technology, Business or other related technical or management discipline. Technical certification or an advanced degree in a related field is desirable. Experience may substitute for education (four (4) Years of experience for a bachelor's degree and eight (8) years of experience for a master's degree).

### Software Engineer

**Minimum/General Experience:** At least one (1) year of relevant experience.

**Functional Responsibilities:** Analysis – Reviews documentation and analyzes business operations to elicit solution requirements. Elicits requirements through interviews and joint requirements planning sessions. Develops solution mock-ups and documents system features. Develops business process models including system context diagrams, sequence diagrams and

business process modeling notation. Marshals documentation and information to provide detailed specifications of solution behavior.

Programming - Works within specifications provided to meet programming assignment goals and objectives in a timely and accurate manner. Uses coding methods for specific programming language to enhance or initiate efficient program execution and performance. Codes, tests, debugs, documents and installs modified and new programs. Enhances applications to improve performance and add functionality. Modifies existing software as well as creates special-purpose software to ensure efficiency and integrity between systems and applications. Maintains integrity of program logic and coding and establishes required checks and balances for operational controls. Monitors production programs for expected performance and responds to errors and emergency problems.

**Minimum Education:** Associate degree in a related discipline, or equivalent experience (three (3) years of experience for an Associate degree).

## Solution Architect

**Minimum/General Experience:** Minimum of four (4) years of experience in a consulting capacity to senior management within government agencies or commercial organizations on projects related to the functional area of expertise. Strong verbal and written communication skills required.

**Functional Responsibilities:** Contributes top-level technical expertise in business processes, and responsible for formulating systems scope and objectives relative to the organization's business plan and industry requirements. Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Complies with all agency standards and requirements. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Devises and/or modifies procedures to solve the most complex technical problems related to computer equipment capacity and limitations, operating time, and form of desired results. Creates quality documents to include detailed specifications from which programs will be written. Participates in all technical and business reviews and quality assurance evaluations. Conducts stakeholder briefings, participates in required meetings, and related project support.

**Minimum Education:** Master's Degree from an accredited college or university in Engineering, Computer Science, Information Technology, Business, or other related scientific, technical or management discipline. Certification in a related field is desirable. Experience may substitute for education (Four (4) years' experience for a bachelor's degree and eight (8) years' experience for a master's degree).

## Subject Matter Expert

**Minimum/General Experience:** Senior expert with extensive, enterprise-wide knowledge and at least ten (10) years of experience in increasingly complex and varied enterprise technology environments demonstrating the ability to perform high-level functional systems analysis, design, integration, documentation, training. Prior experience in serving in a consulting capacity to management within government agencies and/or commercial organizations, providing advice on complex problems with strong verbal and written communication skills required for effective implementation.

**Functional Responsibilities:** Performs as an expert source of knowledge and expertise within a specialized functional or technical area. Provides high-level expert advice, advanced technical knowledge and analysis of highly specialized applications within its operational environment, in support of an organization's mission-oriented technical environment and business functions. Provides advice on strategic direction and supports the analysis and definition of current and/or future processes and systems, so that they align with the organization's necessary technical capabilities, core goals and strategic direction. Performs studies, analyses, scenarios, and reports relating to an organization's mission-oriented programs, initiatives and technology roadmap. Coordinates and manages the preparation of analysis, evaluations, and recommendations for technical implementation of programs and initiatives. Prepares reports and documentation associated with technology and business-related agency project/program objectives. Creates and delivers quality documents, presentations and delivers briefings to executive management. Prepares and conducts stakeholder briefings in area of expertise, participates in required meetings, and related project support.

**Minimum Education:** Master's Degree from an accredited college or university in Management, Engineering, Computer Science, Information Technology, Business or other related technical or management discipline. Certification in a related field is desirable. Experience may substitute for education (four (4) years of experience for a bachelor's degree and eight (8) years of experience for a master's degree).

## Systems Analyst, Senior

**Minimum/General Experience:** Senior analyst with at least eight (8) years of experience in developing and applying structured methodologies and processes in documenting business processes and translating into technical requirements to meet future business needs. Strong written, verbal and presentation communication skills required.

**Functional Responsibilities:** Provides expertise in business process and system analysis, design, improvement, and implementation efforts with translating business process needs into technical requirements. Documents business process flows, identifies functional requirements, defines information needs, prepares project documentation, develops performance requirements, and supports organizational planning activities. Possesses expert domain knowledge of functional areas. Leads and facilitates group discussions and briefings. Guides and advises less-experienced Business Systems Analysts. Provides expertise in change management Solution and training support. Conducts customized business training as needed to successfully perform/complete a technical project implementation. Contributes to organizational and strategic planning for a wide variety of technical and functional environments with the highest level of understanding the business implications of the application of technology to the current and future business environment. Creates/delivers quality documents/presentations and conducts briefings.

**Minimum Education:** Bachelor's Degree from an accredited college or university in Management, Engineering, Computer Science, Information Technology, Business, or other related scientific, technical or management discipline. Certification in a related field is desirable. Experience may substitute for education (eight (8) years of experience for a master's degree).

## Systems Engineer

**Minimum/General Experience:** At least four (4) years of relevant experience. Possess working knowledge of systems hardware, software, development tools, techniques, and concepts.

**Functional Responsibilities:** Works with specifications for operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debugs and documents those programs. Ability to evaluate applications' operating systems, such as utility programs, position control language, macros, subroutines, and other control modules and implements recommended solutions. Evaluates workflows problems analytically and systematically and develops appropriate corrective action. Supports application developers in planning preparation, load analysis, and backup and recovery of data. Manages changes to development and production baselines for architecture, software, hardware, database, and documentation. Works with technical/functional analysts and engineers to incorporate recommendations and requirements into new or existing systems. Evaluates new and existing software products. Manages change to development and production baselines for architecture, software, hardware, database, and documentation. Assists systems programmers to effectively utilize the system's technical software.

**Minimum Education:** Bachelor's degree, or equivalent experience (four (4) years' experience for a bachelor's degree).

## Technical Lead

**Minimum/General Experience:** At least four (4) years of relevant experience. Experience in architecting automated systems, along with success in designing and developing new software products or major enhancements to existing software. Strong verbal and written communication skills required and the ability to lead technical teams.

**Functional Responsibilities:** Leads all phases of technical projects with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Leads, instructs, assigns, directs, and checks the work of other software developers on development and technical teams. Provides in-depth technical knowledge of state-of-the art programming languages and emerging technologies. Designs software tools and subsystems to support software reuse. Serves as critical technical resource across multiple projects or teams. Assists in development of a plan describing the technical approach, organizational resources and management controls to be employed to meet the cost performance and schedule requirements. Participates in quality control of technical products to include documentation and peer reviews. Provides customer interface at the task leader level. Confers with client and project manager on technical items, recommends and oversees implementation.

**Minimum Education:** Bachelor's degree, or equivalent experience (four (4) years' experience for a bachelor's degree). Technical certification or an advanced degree in a related field is desirable.

## Technical Specialist

**Minimum/General Experience:** At least three (3) years of relevant experience. Experience software development tools, techniques, and concepts. Demonstrated verbal and written communication skills to lead a technical team.

**Functional Responsibilities:** Leads and provides technical direction for all phases of software development projects with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases of new software or significant enhancements to existing software. Leads, instructs, assigns, directs, and checks the work of other software developers. Provide technical direction to development team using broad knowledge of software programming languages and architectural solutions. Has responsibility for team's completion of technical tasks in a timely fashion with desired quality. Works with technical staff to understand problems with software and

develops specifications to resolve them. Supports schedule development, task identification and reporting as required. Responsible for task, resource and skill identification and estimates of effort.

**Minimum Education:** Bachelor's degree, or equivalent experience (four (4) years' experience for a bachelor's degree). Technical certification or an advanced degree in a related field is desirable.

### Technical Writer / Editor

**Minimum/General Experience:** At least four (4) years of experience in technical writing and documentation experience pertaining to all aspects of IT project.

**Functional Responsibilities:** Assists in collecting and organizing information for preparation of user manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user manuals, special reports, or any other customer deliverables and documents. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Compiles reports and prepares agendas and background materials. Assists in performing project financial and administrative functions. Manages the preparation of management plans, reports, and presentations to customer program and executive management.

**Minimum Education:** Associate degree from an accredited college or university in a related field. A bachelor's degree is preferred.

### Technologist, Principal

**Minimum/General Experience:** Proven success in designing and developing new software products or major enhancements to existing software. Minimum of eight (8) years of experience. Strong verbal and written communication skills required and the ability to lead a multi-disciplinary project team.

**Functional Responsibilities:** Provides technical expertise working with unlimited end user groups to solve business problems with available technology including hardware, software, databases, and peripherals. Designs system architectures for enterprise-wide or large-scale information systems that include software, hardware, and communications to support business and technical requirements as well as provide for present and future cross-functional requirements and interfaces. Establishes system requirements using analysis of critical features for establishing performance models. Creates quality technical documents. Recommends technical solutions to meet requirements in an effective manner. Ensures compliance with agency standards. Provides briefings to senior management.

**Minimum Education:** Master's Degree from an accredited college or university in Engineering, Computer Science, Information Technology, or other related scientific or technical discipline. Certification in a related field is desirable. Experience may substitute for education (four (4) years' experience for a bachelor's degree and eight (8) years' experience for a master's degree).

## 2. Maximum Order

$500,000

## 3. Minimum Order

$100

## 4. Geographic Coverage (Delivery Area)

Domestic, within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. territories.

## 5. Point(s) of Production (City, County, and State or Foreign Country)

Same

## 6. Discount from List Prices or Statement of Net Price

GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.

## 7. Quantity Discounts

None

## 8. Prompt Payment Terms

Net 30 Days

*Information for Ordering Offices:* Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

## 9. Government Purchase Cards

## 9a. Notification that Government Purchase Cards are Accepted at or Below the Micro-Purchase Threshold

Yes

## 9b. Notification whether Government Purchase Cards are Accepted or Not Accepted Above the Micro-purchase Threshold

Not Accepted

## 10. Foreign Items

None

## 11. Delivery

## 11a. Time of Delivery

Specified on the Task Order

## 11b. Expedited Delivery

Items available for expedited delivery are noted in this price list, as applicable.

## 11c. Overnight and 2-day Delivery

Overnight and 2-day delivery are available, as applicable. Contact the Contractor for rates for overnight and 2-day delivery.

## 11d. Urgent Requirements

Contact Contractor to Affect a Faster Delivery

## 12. F.O.B. Point(s)

Destination

## 13. Ordering

## 13a. Ordering Address(es)

Same as Contractor

## 13b. Ordering Procedures

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

## 14. Payment Address(es)

Same as Company Address

## 15. Warranty Provision

Not Applicable, Services Only

## 16. Export Packing Charges

Not Applicable

## 17. Terms and Conditions of Government Purchase Card Acceptance

Contact Contractor

## 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 Indicating Date of Parts Price Lists and any Discounts from List Prices

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

## 24. Special Attributes

### 24a. Environmental Attributes

Not Applicable

### 24b. Section 508 Compliance Information

Not Applicable

EIT standards can be found at: [www.Section508.gov/](www.Section508.gov/).

## 25. Data Universal Number System (DUNS) Number

80-5875718

## 26. Notification Regarding Registration in System for Award Management (SAM) Database

Registered

**27. TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51) AND IDENTITY ACCESS MANAGEMENT PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-60F)**

1. **SCOPE**

   a. The prices, terms and conditions stated under Special Item Number 132-51 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  I-FSS-60 Performance Incentives (April 2000)**

   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

   c. Incentives should be designed to relate results achieved by the contractor to specified targets.
   To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor.  Incentives shall be based on objectively measurable tasks.

3. **ORDER**

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

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

4. **PERFORMANCE OF SERVICES**

   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

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

c.    The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d.    Any Contractor travel required in the performance of IT/IAM 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

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS-- COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4
CONTRACT TERMS AND CONDITIONS ☐COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I ☐☐OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

### 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/IAM Professional Services.

### 9.   INDEPENDENT CONTRACTOR

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

### 10.   ORGANIZATIONAL CONFLICTS OF INTEREST

a.   Definitions.

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

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.
An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

b.   To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and

subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR

9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

## 11. INVOICES

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

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