GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST
MULTIPLE AWARD SCHEDULE (MAS)
FEDERAL SUPPLY GROUP: IT PROFESSIONAL SERVICES

Contract Number: 47QTCA20D0011

Le’Fant, LLC
18027 DUMFRIES SHOPPING PLZ # 1
DUMFRIES, VA 22026
Phone: 913-481-9857
https://www.lefant.org/
Contract Administrator: Jason Pummill
E-Mail: jason.pummill@lefant.org

PERIOD COVERED BY CONTRACT:
October 17, 2019 through October 16, 2024

Price List current through Mass Modification PS-0002, dated April 10, 2020

Business Size:
Small, Veteran Owned, Service-Disabled Business

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 GSAAAdvantage®, a menu-driven database system.
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CUSTOMER INFORMATION

1a. Table of awarded special item numbers with appropriate cross-reference to item descriptions and awarded prices.
   Special Item Number 54151S—IT Professional Services
   Special Item Number OLM

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

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

2. Maximum order.
   $500,000

3. Minimum order.
   $100

4. Geographic coverage.
   The Geographic Scope of Contract will be domestic and overseas.

5. Point of production.
   Same as contractor

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

7. Quantity discounts.
   None

8. Prompt payment terms.
   Net 30

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

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

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

*DELIVERY TIME (Days ARO)*
As Negotiated on the task order level

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

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

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

12. F.O.B. point.

*Destination*

13a. Ordering address.

Same as contractor

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

14. Payment address.

Same as contractor

15. Warranty provision.

Not Applicable

16. Export packing charges, if applicable.

Not Applicable

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

None

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

19. Terms and conditions of installation are *not applicable*.

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

20a. Terms and conditions for any other services.

See critical information section for SIN specific information.
21. List of service and distribution points: not applicable.

22. List of participating dealers is not applicable.

23. Preventive maintenance is not applicable.

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

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

25. Data Universal Number System (DUNS) number: 079916459

26. Notification regarding registration in SAM.gov database: 7F1A2
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 54151S)

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.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)
   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

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

4. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
   d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.
5. **STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)**
   a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
      
      (1) Cancel the stop-work order; or
      
      (2) Terminate the work covered by the order as provided in the Default, or the Termination 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 be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.
    b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. **INVOICES**
    The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.
12. **PAYMENTS**
   For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:
   a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
   b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
      (1) The offeror;
      (2) Subcontractors; and/or
      (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

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

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

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

16. **DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING**
   See Labor Category descriptions included herein.
## GSA PRICING

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>Hourly Rate 10/17/19 – 10/16/20</th>
<th>Hourly Rate 10/17/20 – 10/16/21</th>
<th>Hourly Rate 10/17/21 – 10/16/22</th>
<th>Hourly Rate 10/17/22 – 10/16/23</th>
<th>Hourly Rate 10/17/23 – 10/16/24</th>
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</table>

## LABOR CATEGORY DESCRIPTIONS

### Analyst, Junior
**Functional Responsibility:** A Junior Analyst must have experience with information technology data gathering and creating reports to display data using common office automation tools. Also assists with the design and implementation of information systems that optimize organizational efficiency.

**Minimum Education:** Bachelor's Degree

**Minimum Experience:** 0 years of experience.

### Application Analyst, Senior
**Functional Responsibility:** A Senior Application Analyst must have experience in conducting analysis of various commercial off-the-shelf computer applications and internal technical applications and identify strengths and weaknesses for use in different environments. They must also have experience in the study of technical applications and the consumption of system resources and be able to detect problems such as deadlocks, runaway jobs as well as security issues using industry best practices to include the Scrum Agile approach. A Senior Application Analyst must be able to direct and guide junior members of a project team and give feedback to developers.

**Minimum Education:** Bachelor's Degree

**Minimum Experience:** 3 years of experience.

### Business Analyst, Senior
**Functional Responsibility:** A Senior Business Analyst has experience in the effective use of data provided by cost estimators to create overall cost versus benefit assessment while considering functional benefits, technical performance, risks, and schedule concerns. Helps guide businesses in improving processes, products, services and software through data analysis. The Senior Business Analysts assists with bridging the gap between business and information technology in order to improve efficiency.

**Minimum Education:** Bachelor's Degree

**Minimum Experience:** 5 years of experience.
Business Process Re-engineer

**Functional Responsibility:** A business process reengineer must have experience in the analysis of IT business and information environment and be able to effectively recommend and implement improvements to the business and data architectures that will improve overall agency performance.

**Minimum Education:** Bachelor's Degree

**Minimum Experience:** 3 years of experience.

Lead Analyst

**Functional Responsibility:** A Lead Analyst has experience in IT data gathering, research, business writing and creating and analyzing reports. Designs and implements of information systems that optimize organizational efficiency. They must be able to perform as a task lead.

**Minimum Education:** Bachelor's Degree

**Minimum Experience:** 3 years of experience.

Program Manager

**Functional Responsibility:** A Program Manager must have experience with diverse IT projects both large and small. Must be able to manage a portfolio of projects. Must be well versed in full systems development life cycle, enterprise wide network engineering, strategic information planning, business process reengineering, structure and management practices. Must be able to identify and mitigate risks to the program. Must be able to manage to cost, schedule and performance.

**Minimum Education:** Master's Degree

**Minimum Experience:** 3 years of experience.

Quality Assurance Manager

**Functional Responsibility:** The Quality Assurance Manager must have experience in creating and implementing a detailed plan to ensure overall quality of all products, services and information technology systems. They must have experience in resolving all IT project or program release problems and take corrective action, escalating as needed, to resolve and achieve results. They must also have experience in assuring the viability, functionality and effectiveness of essential tools.

**Minimum Education:** Bachelor’s Degree

**Minimum Experience:** 10 years of experience.

Senior Strategic Planning Analyst

**Functional Responsibility:** Capable of providing expertise in IT Strategic Planning, Programmatic and Communication techniques and processes to support stakeholder requirements. Makes recommendations for product/system enhancements based on Business feedback, leads development discussions with Business Units and Technology Team to finalize expected deliverables, has specialized relevant knowledge, works as a member of team, and assists with solving complex IT problems. Mid-level working knowledge, skills and abilities using Microsoft Office and Adobe software suites is required. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily with little to no assistance required. The requirements listed are representative of the knowledge, skill, and/or ability required.

**Minimum Education:** Bachelor's Degree

**Minimum Experience:** 6 years of experience.
Subject Matter Expert I

Functional Responsibility: A subject matter expert (SME) is the definitive source of knowledge, technique, and expertise in a specific information technology (IT) subject area. The SME functions as the organizational ambassador for their knowledge area, and applies their expertise to support an organization’s vision and strategic direction.

Minimum Education: Bachelor's Degree

Minimum Experience: 10 years of experience.

SUBSTITUTION CHART

<table>
<thead>
<tr>
<th>2 years of additional relevant experience</th>
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<th>Associates Degree</th>
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<tr>
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<td>8 years of additional relevant experience</td>
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