General Services Administration Federal Acquisition Service
Authorized Federal Supply Schedule Price List

Online 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 for GSA Advantage® is http://www.gsaadvantage.gov.

Multiple Award Schedule
Information Technology Professional Services

SIN 54151S
PSC D399

For more information on ordering from Federal Supply Schedules, visit http://www.gsa.gov/schedules.

Contractor Number: 47QTCA20D0030
Contract Period: December 6th, 2019 through December 5th, 2024
Supplement Number & Effective Date: MAS Mass Mod A812, March 2nd, 2020

Celerens, LLC
11807 Scenic Hills Ct
Clarksville, MD 21029

Contract Administrator: Chunlei Ding
Phone Number: (443) 622-2143
Email: cding@celerens.com
Website: www.celerens.com

Business Size: Small Business
Celerens, LLC

Overview

Celerens, LLC has successfully provided high-quality technology solutions to our customers.

Mission

Our mission is to make a positive impact in the world and help customers improve business performance outcomes by delivering high-quality technology solutions.

Vision

Our vision is to be a trusted strategic partner supporting customers to deliver mission success and be a top workplace where employees are empowered to be their best.

Values

Customer Satisfaction  Simplicity  Effectiveness
Openness  Trustworthiness  Making an Impact

To achieve our mission, we must provide thought leadership to our customers, create real value for them, deliver services effectively, and earn a reputation as a trusted strategic partner.
Contents

Customer Information........................................................................................................................................... 1

Terms and Conditions Applicable to Information Technology Professional Services (Special Item Number 54151S).................................................................................................................................................. 3

Labor Category Description for 54151S .................................................................................................................. 7
  IT Project Delivery Manager 2 ............................................................................................................................... 7
  IT Project Delivery Consultant 2 ........................................................................................................................... 7
  IT Project Delivery Consultant 1 .......................................................................................................................... 8
  IT Project Delivery Specialist 2 ............................................................................................................................. 8

Education and Experience Substitutions ................................................................................................................. 8
Customer Information

1a. Table of Awarded Special Item Numbers (SINs)

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
<td>Subject to Cooperative Purchasing</td>
</tr>
</tbody>
</table>

1b. Lowest Priced Model Number and Price for Each SIN:

Please see the price list below for details.

1c. Hourly Rates (Services Only):

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>IT Project Delivery Manager 2</td>
<td>$250.00</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Project Delivery Consultant 2</td>
<td>$250.00</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Project Delivery Consultant 1</td>
<td>$140.00</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Project Delivery Specialist 2</td>
<td>$110.00</td>
</tr>
</tbody>
</table>

2. Maximum Order*: $500,000

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 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: $100

4. Geographic Coverage: Worldwide

5. Point(s) of Production: N/A

6. Discount from List Prices: 4%

7. Quantity Discount(s): None

8. Prompt Payment Terms: Net 30

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

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

9.b Government Purchase Cards are accepted above the micro-purchase threshold.
10. **Foreign Items:** None

11a. **Time of Delivery:** Negotiated with Ordering Agency

11b. ** Expedited Delivery:** Negotiated with Ordering Agency

11c. ** Overnight and 2-Day Delivery:** Negotiated with Ordering Agency

11d. **Urgent Requirements:** Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. **FOB Point:** Destination

13a. **Ordering Address:**

   Celerens, LLC  
   Attn: Chunlei Ding  
   11807 Scenic Hills Ct  
   Clarksville, MD 21029  
   Phone: 443-622-2143  
   Email: cding@celerens.com

13b. **Ordering Procedures:** Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA’s) and a sample BPA can be found at the GSA/FSS Schedule Homepage ([http://www.gsa.gov/schedules](http://www.gsa.gov/schedules)).

14. **Payment Address:**

   Celerens, LLC  
   11807 Scenic Hills Ct  
   Clarksville, MD 21029

15. **Warranty Provision:** N/A

16. **Export Packing Charges:** Not applicable

17. **Terms and Conditions of Government Purchase Card Acceptance:**

   Accept at, below, and above the micro-purchase threshold

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): N/A
25. DUNS Number: 080693519
26. Notification Regarding Registration in System for Award Management (SAM) Database:
   Registration in SAM is current.

Terms and Conditions Applicable to Information Technology 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 (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) (August 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/IAM 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 way 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

**Labor Category Description for 54151S**

**IT Project Delivery Manager 2**

**Education**: Bachelor’s Degree or Equivalent

**Experience**: A minimum of four years of experience in information technology

**Position Description**: Provides executive level information technology management on client engagements. Manages the IT program/project team or serves in a role as a highly experienced technical expert. Serves as a focal point of contact with clients. Assists clients in achieving designed IT program/project results. Manages complex IT projects or strategic IT programs that involve multiple projects. Defines the program/project governance. Utilizes proven leadership skills to manage resources. Oversees budget, schedules, and financial management of the program/project. Manages stakeholders’ communication. Ensures quality and timely delivery of information technology solutions. May function as an Agile Coach or Scrum Master to implement the agile methodology by developing agile teams and facilitating the organizational culture change necessary for sustained agile success. In general, work complexity and responsibility will be greater than IT Project Delivery Manager 1.

**IT Project Delivery Consultant 2**

**Education**: Bachelor’s Degree or Equivalent

**Experience**: A minimum of two years of experience in information technology

**Position Description**: Processes competencies in multiple IT technologies and/or business processes that require advanced skills. Provides expertise and in-depth knowledge necessary to implement complex
information technology solutions. Provides guidance to junior team members. Performs client service
delivery in areas including, but not limited to, emerging technologies; ERPs; SaaS implementation;
technical architecture; application development and maintenance; infrastructure/network design and
management; IT security; systems integration; database design, development, and administration;
business intelligence; data analytics; artificial intelligence and machine learning; robotic process
automation; geospatial information system; system administration; quality assurance; configuration
management; business and system analysis; testing; technical writing; graphic design; training; help desk
operations; and research and development. May function as Subject Matter Expert to provides extensive
knowledge and experience in the relevant subject matter. In general, work complexity and responsibility
will be greater than IT Project Delivery Consultant 1.

**IT Project Delivery Consultant 1**

**Education:** Bachelor’s Degree or Equivalent

**Experience:** A minimum of zero or more years of experience in information technology

**Position Description:** Processes competencies in multiple IT technologies and/or business processes that
require advanced skills. Provides expertise and in-depth knowledge necessary to implement complex
information technology solutions. Works independently or in a team. Performs client service delivery in
areas including, but not limited to, emerging technologies; ERPs; SaaS implementation; technical
architecture; application development and maintenance; infrastructure/network design and management;
IT security; systems integration; database design, development, and administration; business intelligence;
data analytics; artificial intelligence and machine learning; robotic process automation; geospatial
information system; system administration; quality assurance; configuration management; business and
system analysis; testing; technical writing; graphic design; training; help desk operations; and research
and development.

**IT Project Delivery Specialist 2**

**Education:** Bachelor’s Degree or Equivalent

**Experience:** A minimum of one year of experience in information technology

**Position Description:** Have a fundamental understanding of specific IT domains. Supports project task
areas including, but not limited to, application development and maintenance; infrastructure/network
design and management; IT security; systems integration; database design, development, and
administration; business intelligence; data analytics; geospatial information system; system
administration; quality assurance; configuration management; testing; technical writing; graphic design;
training; help desk operations; and research and development. Performs analysis, diagnoses issues, and
demonstrates an understanding of the overall project scope. Communicates well and is a team player. In
general, work complexity and responsibility will be greater than IT Project Delivery Specialist 1.

**Education and Experience Substitutions**

Education and experience requirements in each labor category may be substituted for each other. In
addition, certifications, professional licenses, and vocational technical training may be substituted for
experience or education.
<table>
<thead>
<tr>
<th>Degree</th>
<th>Experience Equivalence*</th>
<th>Other Equivalence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s Degree</td>
<td>Associate Degree + two-year relevant experience; or High School Diploma + four-year relevant experience</td>
<td>Professional certification</td>
</tr>
<tr>
<td>Master’s Degree</td>
<td>Bachelor’s Degree + two-year relevant experience; or Associate Degree + four-year relevant experience</td>
<td>Professional license</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Master’s Degree + two-year relevant experience; or Bachelor’s Degree + four-year relevant experience; or Associate Degree + six-year relevant experience</td>
<td></td>
</tr>
</tbody>
</table>

*Successful completion of each year of higher education that has not yet resulted in a degree may be counted 1-for-1 for a year of experience.*

Advanced degree may be used to satisfy experience requirements when the minimum education requirements are met.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Years of Experience Equivalence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master’s Degree</td>
<td>Two Years</td>
</tr>
<tr>
<td>PhD/Doctorate</td>
<td>Four Years</td>
</tr>
</tbody>
</table>

Each labor category lists minimum requirements. Staff that exceed the education and experience requirements may be aligned to the labor categories at Celerens, LLC’s discretion.