



Novo ProSo Inc

**AUTHORIZED FEDERAL SUPPLY SCHEDULE
INFORMATION TECHNOLOGY SCHEDULE 70 PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

SIN 518210C – Cloud and Cloud Related IT Professional Services

SIN 54151S – Information Technology (IT) Professional Service

FPDS Code D301 IT Facility Operation and Maintenance

FPDS Code D302 IT Systems Development Services

FPDS Code D306 IT Systems Analysis Services

FPDS Code D307 Automated Information Systems Design and Integration Services

FPDS Code D308 Programming Services

FPDS Code D310 IT Backup and Security Services

FPDS Code D311 IT Data Conversion Services

FPDS Code D316 IT Network Management Services

FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

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Contract Number: 47QTCA20D005D

Period covered by contract: January 2020 to January 2025

Business Size: Small, WOSB, WBE, and ISO 9001:2015 Certified.

***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 address for GSA Advantage! is: <http://www.gsadvantage.gov>.*

***For more information on ordering from Federal Supply Services Schedules, click the FSS Schedules button at <http://www.fss.qsa.gov>.*

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1. Customer Information

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SIN Awarded	Description
518210C	Cloud and Cloud Related IT Professional Services
54151S	Information Technology (IT) Professional Service

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.

This price is the Government price based on a unit of one hour.

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. If hourly rates are not applicable, indicate "Not applicable" for this item.

See "Labor Category Descriptions" section below.

2. Maximum order.

\$500,000

3. Minimum order.

\$100

4. Geographic coverage (delivery area).

Domestic US

5. Point(s) of production (city, county, and State or foreign country).

N/A

6. Discount from list prices or statement of net price.

Prices shown are net prices; basic discounts of 2% will be deducted.

7. Quantity/Volume discounts.

Novo ProSo, Inc., offers a volume discount of 1% for all task orders greater than \$1,000,000. Up to 3% maximum.

8. Prompt payment terms. Note: Prompt payment terms must be followed by the statement "Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions."

Net30 standard payment terms. Novo ProSo, Inc., will offer 1.5% for Net-10 payment.

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.

Accepted

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.

Accepted

10. Foreign items (list items by country of origin).

N/A

11a. Time of delivery. (Contractor insert number of days.)

7 days after receipt of order.

11b. Expedited Delivery.

N/A

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.

None

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.

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 5 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. point(s).

Destination

13a. Ordering address(es).

Novo ProSo, Inc., 540 E Young Ave, Suite J Warrensburg, MO 64093 or

Novo ProSo, Inc., 725 PCA ROAD, Warrensburg, MO 64093

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).

Novo ProSo, Inc., 540 E Young Ave, Suite J Warrensburg, MO 64093 or

Novo ProSo, Inc., 725 PCA ROAD, Warrensburg, MO 64093

15. Warranty provision.

N/A

16. Export packing charges, if applicable.

N/A

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

Accepted above the micro-purchase level up to \$25,000.00.

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 applicable).

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. 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/.

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25. Data Universal Number System (DUNS) number.

04-182-4851

26. Notification regarding registration in Central Contractor Registration (CCR) database.

SAM Registration is valid through 07/30/2020 and is maintained annually.

**TERMS AND CONDITIONS APPLICABLE TO CLOUD AND CLOUD RELATED
INFORMATION TECHNOLOGY (IT) SERVICES (SPECIAL ITEM NUMBER 518210C)
AND INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM
NUMBER 54151S)**

1. Scope

Prices, terms, and conditions stated under Special Item Number 54151S IT Professional Services apply exclusively to IT services within the scope of this IT Schedule.

Novo ProSo shall provide services at Novo ProSo's facility and/or at the Government location, as agreed to by Novo ProSo and the ordering office.

2. Performance Incentives

Performance incentives may be agreed upon between Novo ProSo and the ordering activity on individual fixed price orders or BPAs, under this contract in accordance with this clause.

The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or BPAs.

Incentives should be designed to relate results achieved by Novo ProSo 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

Agencies may use written orders, EDI orders, BPAs, individual purchase orders, or task orders for ordering services under this contract. BPAs 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 task order completion. Orders for tasks that extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 Availability of Funds for the Next Fiscal Year. The purchase order shall specify availability of funds and the period for which funds are available.

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

4. Performance of Services

The Contractor shall commence performing services on the date agreed to by Novo ProSo and the ordering office.

Contractor agrees to render services only during normal working hours, unless otherwise agreed to by Novo ProSo and the ordering office.

Contractor guarantees satisfactory completion of IT Services performed under the task order and that all personnel used in performing IT Services under the task order shall have the education, experience, and expertise stated in the task order.

Any Contractor travel required in performing IT Services shall be billed in accordance with the Federal Travel Regulations, Joint Travel Regulations, and established Federal Government per diem rates, as applicable, plus indirect burdens, in effect on the date(s) of travel. Contractors cannot use GSA city pair contracts

5. STOP-WORK ORDER (FAR 52-242-15) (AUG 1989)

The Contracting Officer may, at any time, by written order to Novo ProSo, require Novo ProSo 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 Novo ProSo, 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:

- Cancel the stop-work order, or
- Terminate the work covered by the order as provided in the Default or the Termination for Convenience of the Government clause of this contract.

If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, Novo ProSo 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 time required for, or in Novo ProSo's cost properly allocable to, performing any part of this contract; and
2. Novo ProSo 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.

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.

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 2 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 Rights in Data – General, may apply.

8. Responsibilities of the Ordering Activity

Subject to security regulations, the ordering activity shall permit Novo ProSo access to all facilities necessary to perform requisite IT/EC Services.

9. Independent Contractor

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

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 Contractor 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 Contractor, 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 services. Progress payments may be authorized by the ordering office 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 agency upon request.

14. Incidental Support Costs

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule BPA or an individual order, provided that items are clearly labeled as such in the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for open market (non-contract) items. 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 Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any work called for in a task order.

16. Description of IT/IAM Professional Services and Pricing

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



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.

3. GSA SIN 518210C Rates

SIN(s) AWARDED	SERVICE PROPOSED (e.g. Job Title/Task)	COMMERCIAL LIST PRICE (CPL) OR MARKET PRICES
518210C	Cloud Program Manager III	\$ 107.35
518210C	Cloud Program Manager IV	\$ 114.51
518210C	Cloud Project Manager II	\$ 99.57
518210C	Cloud Project Manager III	\$ 109.70
518210C	Cloud Project Manager IV	\$ 114.51
518210C	Cloud Agile Developer	\$ 99.57
518210C	Cloud Agile Developer II	\$ 113.16
518210C	Cloud Agile Developer III	\$ 126.71
518210C	Cloud Agile Developer IV	\$ 164.43
518210C	Cloud Business Analyst	\$ 56.54
518210C	Cloud Business Analyst II	\$ 68.46
518210C	Cloud Business Analyst III	\$ 77.61
518210C	Cloud Business Analyst IV	\$ 84.64
518210C	Cloud Subject Matter Expert	\$ 107.24
518210C	Cloud Subject Matter Expert II	\$ 119.23
518210C	Cloud Software Engineer	\$ 68.35
518210C	Cloud Software Engineer II	\$ 77.60
518210C	Cloud Software Engineer III	\$ 89.16
518210C	Cloud Software Engineer IV	\$ 102.70
518210C	Cloud System Architect III	\$ 144.64
518210C	Cloud Data Architect III	\$ 141.50
518210C	Cloud System/Data Analyst II	\$ 77.35
518210C	Cloud System/Data Analyst III	\$ 84.43
518210C	Cloud System/Data Analyst IV	\$ 101.28
518210C	Cloud Engineer	\$ 68.35
518210C	Cloud Engineer II	\$ 79.68
518210C	Cloud Engineer III	\$ 89.16
518210C	Cloud Engineer IV	\$ 102.70
518210C	Cloud Architect II	\$ 106.95
518210C	Cloud Architect III	\$ 138.08
518210C	Cloud Architect IV	\$ 151.82
518210C	Cloud Network Engineer	\$ 75.41
518210C	Cloud Network Engineer II	\$ 81.73
518210C	Cloud Network Engineer III	\$ 87.23
518210C	Cloud Network Engineer IV	\$ 97.74
518210C	Cloud Network Architect III	\$ 141.50
518210C	Cloud Network Architect IV	\$ 153.90
518210C	Cloud Database Administrator	\$ 82.04
518210C	Cloud Database Administrator II	\$ 89.18
518210C	Cloud Database Administrator III	\$ 96.84
518210C	Cloud Database Administrator IV	\$ 106.52

4. GSA SIN 54151S Rates

SIN(s) AWARDED	SERVICE PROPOSED (e.g. Job Title/Task)	COMMERCIAL LIST PRICE (CPL) OR MARKET PRICES
54151S	Program Manager III	\$ 107.35
54151S	Program Manager IV	\$ 114.51
54151S	Project Manager II	\$ 99.57
54151S	Project Manager III	\$ 109.70
54151S	Project Manager IV	\$ 114.51
54151S	Agile Developer	\$ 99.57
54151S	Agile Developer II	\$ 113.16
54151S	Agile Developer III	\$ 126.71
54151S	Agile Developer IV	\$ 164.43
54151S	Business Analyst	\$ 56.54
54151S	Business Analyst II	\$ 68.46
54151S	Business Analyst III	\$ 77.61
54151S	Business Analyst IV	\$ 84.64
54151S	Subject Matter Expert	\$ 107.24
54151S	Subject Matter Expert II	\$ 119.23
54151S	Software Engineer	\$ 68.35
54151S	Software Engineer II	\$ 77.60
54151S	Software Engineer III	\$ 89.16
54151S	Software Engineer IV	\$ 102.70
54151S	System Architect III	\$ 144.64
54151S	Data Architect III	\$ 141.50
54151S	System/Data Analyst II	\$ 77.35
54151S	System/Data Analyst III	\$ 84.43
54151S	System/Data Analyst IV	\$ 101.28
54151S	Network Engineer	\$ 75.41
54151S	Network Engineer II	\$ 81.73
54151S	Network Engineer III	\$ 87.23
54151S	Network Engineer IV	\$ 97.74
54151S	Network Architect III	\$ 141.50
54151S	Network Architect IV	\$ 153.90
54151S	Database Administrator	\$ 82.04
54151S	Database Administrator II	\$ 89.18
54151S	Database Administrator III	\$ 96.84
54151S	Database Administrator IV	\$ 106.52

5. GSA SIN 518210C Labor Category Descriptions

SIN(s) PROPOSED	SERVICE PROPOSED (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL
518210C	Cloud Program Manager III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with seven (7) years of experience in business management, program management or project management, or Project Management Professional (PMP) certificate. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Program Manager IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with ten (10) years of experience in business management, program management or project management, or Project Management Professional (PMP) certificate. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Project Manager II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with five (5) years of experience in business management, program management or project management. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Project Manager III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with seven (7) years of experience in business management, program management or project management. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Project Manager IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with ten (10) years of experience in business management, program management or project management. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Agile Developer	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with three (3) years of experience in Software development or Application development. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Agile Developer II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with five (5) years of experience in Software development or Application development. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Agile Developer III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with seven (7) years of experience in Software development



		or Application development.Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Agile Developer IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with ten (10) years of experience in Software development or Application development.Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Business Analyst	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with three (3) years of experience in IT support. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Business Analyst II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with five (5) years of experience in IT support. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Business Analyst III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with seven (7) years of experience in IT support. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Business Analyst IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with ten (10) years of experience in IT support. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Subject Matter Expert	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with Seven (7) years of progressive experience in applicable field or related certification.Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Subject Matter Expert II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with Ten (10) years of progressive experience in applicable field or related certification.Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Software Engineer	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with three (3) years of experience in IT system design and/or sustainment. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Software Engineer II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience in Cloud platforms like AWS or Azure or GCP.



518210C	Cloud Software Engineer III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Software Engineer IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud System Architect III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with 10 years of experience . Experience must include the systems architecture and Design. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Data Architect III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with 10 years of experience . Experience must include the enterprise architecture and data integration. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud System/Data Analyst II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience must include the enterprise architecture and data integration. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud System/Data Analyst III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience must include the enterprise architecture and data integration. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers. Experience in Cloud platforms like AWS or Azure or GCP.



518210C	Cloud System/Data Analyst IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience must include the enterprise architecture and data integration. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Engineer	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with three (3) years of experience in IT system design and/or sustainment. Experience in the Cloud applications like AWS, Azure or Google Cloud
518210C	Cloud Engineer II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience in the Cloud applications like AWS, Azure or Google Cloud
518210C	Cloud Engineer III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience in the Cloud applications like AWS, Azure or Google Cloud
518210C	Cloud Engineer IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience in the Cloud applications like AWS, Azure or Google Cloud
518210C	Cloud Architect II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience in the Cloud applications like AWS, Azure or Google Cloud, Cloud Architecture. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers
518210C	Cloud Architect III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience in the Cloud applications like AWS, Azure or Google Cloud, Cloud Architecture. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers



518210C	Cloud Architect IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience in the Cloud applications like AWS, Azure or Google Cloud, Cloud Architecture. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers
518210C	Cloud Network Engineer	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with three (3) years of experience in IT system design and/or sustainment. Experience performing day to day network installation, configuration and management functions as related to IT solutions. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Network Engineer II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience performing day to day network installation, configuration and management functions as related to IT solutions. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Network Engineer III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience performing day to day network installation, configuration and management functions as related to IT solutions. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Network Engineer IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience performing day to day network installation, configuration and management functions as related to IT solutions. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Network Architect III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience in Network Architecture, network installation, configuration and management functions as related to IT solutions. Experience in Cloud platforms like AWS or Azure or GCP.



518210C	Cloud Network Architect IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience in Network Architecture, network installation, configuration and management functions as related to IT solutions. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Database Administrator	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with three (3) years of experience in IT system design and/or sustainment. Experience in the installation, design, deployment and performance tuning and monitoring of the RDBMS systems. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Database Administrator II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience in the installation, design, deployment and performance tuning and monitoring of the RDBMS systems. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Database Administrator III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience in the installation, design, deployment and performance tuning and monitoring of the RDBMS systems. Experience in Cloud platforms like AWS or Azure or GCP.
518210C	Cloud Database Administrator IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience in the installation, design, deployment and performance tuning and monitoring of the RDBMS systems. Experience in Cloud platforms like AWS or Azure or GCP.

6. GSA SIN 54151S Labor Category Descriptions

SIN(s) PROPOSED	SERVICE PROPOSED (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL
54151S	Program Manager III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with seven (7) years of experience in business management, program management or project management, or Project Management Professional (PMP) certificate.
54151S	Program Manager IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with ten (10) years of experience in business management, program management or project management, or Project Management Professional (PMP) certificate.
54151S	Project Manager II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with five (5) years of experience in business management, program management or project management.
54151S	Project Manager III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with seven (7) years of experience in business management, program management or project management.
54151S	Project Manager IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with ten (10) years of experience in business management, program management or project management.
54151S	Agile Developer	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with three (3) years of experience in Software development or Application development.
54151S	Agile Developer II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with five (5) years of experience in Software development or Application development.
54151S	Agile Developer III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with seven (7) years of experience in Software development or Application development.
54151S	Agile Developer IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, with ten (10) years of experience in Software development or Application development.
54151S	Business Analyst	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with three (3) years of experience in IT support.
54151S	Business Analyst II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with five (5) years of experience in IT support.



54151S	Business Analyst III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with seven (7) years of experience in IT support.
54151S	Business Analyst IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with ten (10) years of experience in IT support.
54151S	Subject Matter Expert	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with Seven (7) years of progressive experience in applicable field or related certification.
54151S	Subject Matter Expert II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or IT related certification, with Ten (10) years of progressive experience in applicable field or related certification.
54151S	Software Engineer	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with three (3) years of experience in IT system design and/or sustainment.
54151S	Software Engineer II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment.
54151S	Software Engineer III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment.
54151S	Software Engineer IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment.
54151S	System Architect III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with 10 years of experience . Experience must include the systems architecture and Design. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers
54151S	Data Architect III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with 10 years of experience . Experience must include the enterprise architecture and data integration. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers
54151S	System/Data Analyst II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience must include the enterprise architecture and



		data integration. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers
54151S	System/Data Analyst III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience must include the enterprise architecture and data integration. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers
54151S	System/Data Analyst IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience must include the enterprise architecture and data integration. Also must have experience working with the business customers for the requirements analysis and act as a liaison between the business and technical customers
54151S	Network Engineer	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with three (3) years of experience in IT system design and/or sustainment. Experience performing day to day network installation, configuration and management functions as related to IT solutions.
54151S	Network Engineer II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience performing day to day network installation, configuration and management functions as related to IT solutions.
54151S	Network Engineer III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience performing day to day network installation, configuration and management functions as related to IT solutions.
54151S	Network Engineer IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience performing day to day network installation, configuration and management functions as related to IT solutions.



54151S	Network Architect III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience in Network Architecture, network installation, configuration and management functions as related to IT solutions.
54151S	Network Architect IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience in Network Architecture, network installation, configuration and management functions as related to IT solutions.
54151S	Database Administrator	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with three (3) years of experience in IT system design and/or sustainment. Experience in the installation, design, deployment and performance tuning and monitoring of the RDBMS systems.
54151S	Database Administrator II	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with five (5) years of experience in IT system design and/or sustainment. Experience in the installation, design, deployment and performance tuning and monitoring of the RDBMS systems.
54151S	Database Administrator III	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with seven (7) years of experience in IT system design and/or sustainment. Experience in the installation, design, deployment and performance tuning and monitoring of the RDBMS systems.
54151S	Database Administrator IV	A Bachelor's degree in Business, Computer Science, Information Technology, or other technical field, or advanced IT related certification, with ten (10) years of experience in IT system design and/or sustainment. Experience in the installation, design, deployment and performance tuning and monitoring of the RDBMS systems.

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Novo ProSo, Inc., provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and collaborate with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact (Rohan Vooradi, 816-200-0799, rohanv@novoproso.com, fax: 660-460-8109)



(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;



- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

**BASIC GUIDELINES FOR USING
“CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer’s needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.