GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

CONTRACT NUMBER 47QTCA21D00F6
CONTRACT PERIOD 9/16/2021 THROUGH 9/15/2026

MULTIPLE AWARD SCHEDULE
CATEGORY F- INFORMATION TECHNOLOGY

Contractor: Trinity Information Technology, LLC
            310 Floral Vale Blvd.
            Yardley, PA 19067
            Tel: (267) 396–7901
            Website: www.trinityit.biz

Contract Administrator: Thomas J. Buck
                        President
                        310 Floral Vale Blvd.
                        Yardley, PA 19067
                        Tel: (267) 396 –7901
                        tom.buck@trinityit.biz

Business Size: Small Business
               HUBZone Certified

On-line access to contract ordering information, terms and conditions, up-to-date pricing and the option to create electronic delivery orders are available through GSA Advantage. The internet address for GSA Advantage is GSAAdvantage.gov
Contractor Information

1a. Table of Awarded Special Item Numbers (SINs): 54151S IT Professional Services

1b. Lowest Priced Model Number and Price for each awarded SIN: See Appendix 1 - Price List

1c. Hourly Rates (Services Only): See Appendix 1 - Price List

2. Maximum Order: $500,000.00

3. Minimum Order: $100.00

4. Geographic Coverage: CONUS, OCONUS
   FOB Destination

5. Point of Production: Yardley, PA 19067

6. Discount from BEST Market Rate: GSA Net Prices are found in the Pricing Matrix – Appendix -1
   Negotiated discounts are applied and Industrial Funding Fee is included.

7. Quantity Discount: 2% discount for orders valued from $500,000.01 through $1,000,000.

8. Prompt Payment Terms: None

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

9b. Government Purchase Cards will be accepted above the micro-purchase threshold.

10. Foreign Items: NONE

11a. Time of delivery: 30 Days After Receipt of Order

11b. Expedited delivery: Contact Contractor to Determine Availability

11c. Overnight and 2-day delivery: Contact Contractor to Determine Availability

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

12. FOB point: N/A

13A. Ordering address: Trinity Information Technology, LLC
     Attn: Thomas J. Buck
     310 Floral Vale Blvd.
     Yardley, PA 19067

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

14. Payment address: Trinity Information Technology, LLC
     Attn: Thomas J. Buck
     310 Floral Vale Blvd.
     Yardley, PA 19067
15. Warranty Provision: Standard
16. Export Packing Charges: To be determined prior to order award.
18. Terms and Conditions of Rental, Maintenance and Repair (If Applicable): Not Applicable
19. Terms and Conditions of Installation (If Applicable): Not Applicable
20. Terms and Conditions of Repair Parts Indicated date of Pars Price Lists and any Discounts for List Prices (If Applicable): Not Applicable
20a. Terms and Conditions for Any Other Services (If Applicable): Not Applicable
21. List of service and Distribution Points (If Applicable): Not Applicable
22. List of Participating Dealers (If Applicable): Not Applicable
23. Preventative Maintenance (If Applicable): Not Applicable
24a. Special Attributes Such as Environmental Attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not Applicable
24b. Section 508 Compliance for Electronic and Information Technology (EIT) Compliant.
   The EIT standards can be found at: www.Section508.gov/
25. DUNS NUMBER: 788118920
26. Notification Regarding Registration in System for Award Management (SAM) Database: Trinity Information Technology, LLC has an active registration in the System for Award Management (SAM) database.
## Appendix 1 - Price List

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Appendix 2 – Labor Category Descriptions

Software Engineer – Junior
Education: Bachelor’s Degree in Progress
Experience: Entry Level
Functional Responsibilities: Employee may not have previous experience in the functional area but demonstrates the ability to learn and may have related experience.
Under supervision:
- Designs and develops software applications.
- Performs basic coding, debugging, testing and troubleshooting.
- Fluent in multiple computer languages.
- Provides technical support to project team members.

Software Engineer
Education: Bachelor’s Degree
Experience: Minimum of three (3) years of experience
Functional Responsibilities: This level applies fundamental essential concepts, processes and practices and procedures on small scale projects. The work at this level requires practical experience and training.
Usual job responsibilities include:
- Performs software engineering tasks to include design, modification, development, and implementation of software programming applications and software systems.
- Articulates and develops system and sub-system architecture, requirements and design documents.
- Demonstrates expertise and experience in the analysis of requirements and the developing software solutions for web interfaces and graphic user interfaces, databases, scripting, and application software.
- Participates in the testing process through test review and analysis, test witnessing and certification of software, and development of test plans and procedures.
- Fluent in multiple computer languages.
- Experience with relational database architecture, design, and implementation.
- Provides technical support to project team members to ensure compliance with software engineering standards.

Software Engineer Senior
Education: Bachelor’s Degree
Experience: Minimum of five (5) years of experience
Functional Responsibilities: The senior level demonstrates and applies expertise on varied and complex assignments. The broad nature of assignments requires creativity and innovation to delineate how to accomplish tasks. The senior level works autonomously in developing methodology and presenting solutions to problems. The senior level may supervise and mentor.
Usual job responsibilities include:
- Performs software engineering tasks to include design, modification, development, and implementation of software programming applications and software systems.
- Articulates and develops system and sub-system architecture, requirements and design documents.
- Demonstrates expertise and experience in the analysis of requirements and the developing software solutions for web interfaces and graphic user interfaces, databases, scripting, and application software.
- Participates in the testing process through test review and analysis, test witnessing and certification of software, and development of test plans and procedures.
- Fluent in multiple computer languages.
- Experience with relational database architecture, design, and implementation.
- Provides technical support to project team members to ensure compliance with software engineering standards.

Software Engineer Principal

Education: Master's Degree
Experience: Minimum of ten (10) years of experience

Functional Responsibilities: The principal level plans and leads major technology assignments. This level has and applies thorough knowledge of critical tasks and high impact assignments. Functions as a technical expert. Plans major assignments. Supervises and mentors others.

Usual job responsibilities include:
- Performs software engineering tasks to include design, modification, development, and implementation of software programming applications and software systems.
- Articulates and develops system and sub-system architecture, requirements and design documents.
- Demonstrates expertise and experience in the analysis of requirements and the developing software solutions for web interfaces and graphic user interfaces, databases, scripting, and application software.
- Participates in the testing process through test review and analysis, test witnessing and certification of software, and development of test plans and procedures.
- Fluent in multiple computer languages.
- Experience with relational database architecture, design, and implementation.
- Provides technical support to project team members to ensure compliance with software engineering standards.

Systems Engineer – Junior

Education: Bachelor’s Degree in Progress
Experience: Entry Level

Functional Responsibilities: Employee may not have previous experience in the functional area but demonstrates the ability to learn and may have related experience.

Under supervision:
- Plans and builds an organization's systems infrastructure; including implementation, modification and design of the information systems.
- Monitors the performance of the system.

Systems Engineer

Education: Bachelor’s Degree
Experience: Minimum of three (3) years of experience

Functional Responsibilities: This level applies fundamental essential concepts, processes and practices and procedures on small scale projects. The work at this level requires practical experience and training.

Usual job responsibilities include:
- Assess requirements and present systems engineering-based recommendations that align with the strategic enterprise vision and industry best practice.
- Develop architecture and design views for the enterprise, using tools and techniques such as DoDAF or UML.
- Ensure architecture is consistent and coherent, lead design for distributed software applications within a Service Oriented Architecture (SOA) evolving to support full enterprise capability.
- Translate research concepts into implementation prototypes to communicate utility for the project.
- Understands the application interfaces and underlying infrastructure, including security components and develops recommendations for improvements.
- Serves as a subject matter expert for architectural frameworks, tools and methods.

**Systems Engineer Senior**

**Education:** Bachelor's Degree

**Experience:** Minimum of five (5) years of experience

**Functional Responsibilities:** The senior level demonstrates and applies expertise on varied and complex assignments. The broad nature of assignments requires creativity and innovation to delineate how to accomplish tasks. The senior level works autonomously in developing methodology and presenting solutions to problems. The senior level may supervise and mentor.

**Usual job responsibilities include:**

- Assess requirements and present systems engineering-based recommendations that align with the strategic enterprise vision and industry best practice.
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**Systems Engineer Principal**

**Education:** Master's Degree

**Experience:** Minimum of ten (10) years of experience

**Functional Responsibilities:** The principal level plans and leads major technology assignments. This level has and applies thorough knowledge of critical tasks and high impact assignments. Functions as a technical expert. Plans major assignments. Supervises and mentors others.

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- Translate research concepts into implementation prototypes to communicate utility for the project.
- Understands the application interfaces and underlying infrastructure, including security components and develops recommendations for improvements.
- Serves as a subject matter expert for architectural frameworks, tools and methods

**System Administrator**

**Education:** Bachelor’s Degree

**Experience:** Minimum of three (3) years of experience

**Functional Responsibilities:** This level applies fundamental essential concepts, processes and practices and procedures on small scale projects. The work at this level requires practical experience and training.
Usual job responsibilities include:

- Executes the daily activities of monitoring and supporting the operation of critical business systems, which may be a variety of hardware platforms - including Windows PCs and Unix servers.
- Monitors the core system components, performs data backup/restore operations and assists with capacity planning.
- Analyzes system problems and works to resolve each issue.
- Communicates recurring problems to the software development and management teams.
- Provides assistance to end users in accessing and using the business systems.

System Administrator Senior
Education: Bachelor’s Degree
Experience: Minimum of five (5) years of experience

Functional Responsibilities: The senior level demonstrates and applies expertise on varied and complex assignments. The broad nature of assignments requires creativity and innovation to delineate how to accomplish tasks. The senior level works autonomously in developing methodology and presenting solutions to problems. The senior level may supervise and mentor.

Usual job responsibilities include:

- Executes the daily activities of monitoring and supporting the operation of critical business systems, which may be a variety of hardware platforms - including Windows PCs and Unix servers.
- Monitors the core system components, performs data backup/restore operations and assists with capacity planning.
- Analyzes system problems and works to resolve each issue.
- Communicates recurring problems to the software development and management teams.
- Provides assistance to end users in accessing and using the business systems.

System Administrator Principal
Education: Master’s Degree
Experience: Minimum of ten (10) years of experience

Functional Responsibilities: The principal level plans and leads major technology assignments. This level has and applies thorough knowledge of critical tasks and high impact assignments. Functions as a technical expert. Plans major assignments. Supervises and mentors others.

Usual job responsibilities include:

- Executes the daily activities of monitoring and supporting the operation of critical business systems, which may be a variety of hardware platforms - including Windows PCs and Unix servers.
- Monitors the core system components, performs data backup/restore operations and assists with capacity planning.
- Analyzes system problems and works to resolve each issue.
- Communicates recurring problems to the software development and management teams.
- Provides assistance to end users in accessing and using the business systems.

Systems Analyst
Education: Bachelor’s Degree
Experience: Minimum of three (3) years of experience

Functional Responsibilities: This level applies fundamental essential concepts, processes and practices and procedures on small scale projects. The work at this level requires practical experience and training.

Usual job responsibilities include:

- Assists in identifying user requirements and procedures to improve existing computer systems.
● Conducts studies pertaining to development of new information systems to meet current and projected needs.
● Develops appropriate training materials and supports instructors as required.
● Assists software development team in resolution of problems related to data flow and user interface specifications.
● Recognized for knowledge and judgment in functional or operational field with proficiency in relevant practices used in fielded systems.
● Possesses substantial training, experience and proficiency within a specific technical or operational environment (e.g., Command and Control, Intelligence, Training).

**Systems Analyst Senior**

**Education:** Bachelor’s Degree

**Experience:** Minimum of five (5) years of experience

**Functional Responsibilities:** The senior level demonstrates and applies expertise on varied and complex assignments. The broad nature of assignments requires creativity and innovation to delineate how to accomplish tasks. The senior level works autonomously in developing methodology and presenting solutions to problems. The senior level may supervise and mentor.

**Usual job responsibilities include:**

- Assists in identifying user requirements and procedures to improve existing computer systems.
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- Recognized for knowledge and judgment in functional or operational field with proficiency in relevant practices used in fielded systems.
- Possesses substantial training, experience and proficiency within a specific technical or operational environment (e.g., Command and Control, Intelligence, Training).

**Systems Analyst Principal**

**Education:** Master’s Degree

**Experience:** Minimum of ten (10) years of experience

**Functional Responsibilities:** The principal level plans and leads major technology assignments. This level has and applies thorough knowledge of critical tasks and high impact assignments. Functions as a technical expert. Plans major assignments. Supervises and mentors others.

**Usual job responsibilities include:**

- Assists in identifying user requirements and procedures to improve existing computer systems.
- Conducts studies pertaining to development of new information systems to meet current and projected needs.
- Develops appropriate training materials and supports instructors as required.
- Assists software development team in resolution of problems related to data flow and user interface specifications.
- Recognized for knowledge and judgment in functional or operational field with proficiency in relevant practices used in fielded systems.
- Possesses substantial training, experience and proficiency within a specific technical or operational environment (e.g., Command and Control, Intelligence, Training).

**Project Manager**

**Education:** Bachelor’s Degree

**Experience:** Minimum of three (3) years of experience
Functional Responsibilities: The Project Manager applies essential concepts, processes, practices and procedures on small projects and assignments.

Usual job responsibilities include:

- Manages the tasks, contracts and project team supporting a specific customer or project.
- Responsible for the team of personnel executing the services and for the day-to-day contract management, including coordinating with the customer and employees on progress, schedules and budgets.
- Gives direction and guidance to employees on project requirements and objectives supporting the tasking.
- Reviews and delivers the contract deliverables.
- Engages with customer management staff on a regular basis to review changes in tasking.

Project Manager Senior

Education: Bachelor’s Degree

Experience: Minimum of seven (7) years of experience

Functional Responsibilities: The Project Senior Manager possesses and applies a thorough knowledge of key tasks and high impact assignments. This level evaluates performance results and recommends major changes which affect short-term growth and success. Functions as a programmatic expert.

Usual job responsibilities include:

- Manages the tasks, contracts and project team supporting a specific customer or project.
- Responsible for the team of personnel executing the services and for the day-to-day contract management, including coordinating with the customer and employees on progress, schedules and budgets.
- Gives direction and guidance to employees on project requirements and objectives supporting the tasking. Reviews and delivers the contract deliverables.
- Engages with customer management staff on a regular basis to review changes in tasking.
## EDUCATIONAL EQUIVALENTS

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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” refer 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
a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 54151S IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
b. Pricing for all IT Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.
c. The following is an example of the manner in which the description of a commercial job title should be presented:

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