GENERAL SERVICES ADMINISTRATION
Federal Supply Service

Authorized Federal Supply Schedule Price List

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

<table>
<thead>
<tr>
<th>Schedule Title:</th>
<th>Multiple Award Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule No.:</td>
<td>MAS</td>
</tr>
<tr>
<td>Prod/Service Cd:</td>
<td>R499</td>
</tr>
<tr>
<td>Contract number:</td>
<td>GS-02F-0087V</td>
</tr>
</tbody>
</table>

**** For more information on ordering from Federal Supply Schedules go to the internet address: www.gsa.gov. Find link to GSA Schedules. Then find link to Customers Ordering from Schedules. Next, find links to Ordering Procedures for Services Requiring a Statement of Work and Ordering Procedures for Services not Requiring a Statement of work. ****

Pricelist current through Modification# A837, dated 10/12/2021.

Contract Period: 03/30/2009 to 03/29/2024

CONTRACTOR: PCS ENTERPRISES, INC.

NORTH OAK PROFESSIONAL PARK  
3002 MITCHELLEVILLE RD  
BOWIE, MD 20716  

TEL: (301)-218-2222  
FAX: (301)-218-2265

HTTP://WWW.PCSENTERPRISESINC.COM  
E-MAIL: US@PCSENTERPRISESINC.COM

CONTRACTOR’S ADMINISTRATION SOURCE: Primary: Shirley M Fletcher, President  
Alternate: Nathan L Powell, Vice-President  
Phone: 240-432-7045  
Email: sf@pcsenterprisesinc.com; np@pcsenterprisesinc.com

BUSINESS SIZE: Small Business, SBA Certified Small Disadvantaged Business, Woman Owned Business
CUSTOMER INFORMATION FOR ORDERING ACTIVITIES:

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

**SIN 561EEO - EEO SERVICES**

**SIN 561EEO - INVESTIGATION OF DISCRIMINATION COMPLAINTS AND PREPARATION OF REPORTS OF INVESTIGATION**

<table>
<thead>
<tr>
<th>Case Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual case - one issue</td>
<td></td>
</tr>
<tr>
<td>Individual case - additional issue</td>
<td></td>
</tr>
<tr>
<td>Individual case - continuing violation</td>
<td></td>
</tr>
<tr>
<td>Consolidated case - one issue</td>
<td></td>
</tr>
<tr>
<td>Consolidated case - additional issue</td>
<td></td>
</tr>
<tr>
<td>Consolidated case - continuing violation comp. damages</td>
<td></td>
</tr>
</tbody>
</table>

**SIN 561EEO - PREPARATION OF AN ANALYSIS AND FINAL AGENCY DECISION (FAD) IN DISCRIMINATION COMPLAINTS**

<table>
<thead>
<tr>
<th>Case Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Agency Decision - Individual Case</td>
<td></td>
</tr>
<tr>
<td>Final Agency Decision - Consolidated Case</td>
<td></td>
</tr>
</tbody>
</table>

**SIN 561EEO - ALTERNATIVE DISPUTE RESOLUTION**

<table>
<thead>
<tr>
<th>Service</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mediator</td>
<td></td>
</tr>
</tbody>
</table>

**SIN 561EEO - COUNSELING – INDIVIDUAL AND CLASS COMPLAINT**

<table>
<thead>
<tr>
<th>Service</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEO Counseling</td>
<td></td>
</tr>
</tbody>
</table>

**SIN 561EEO - ADDITIONAL REPORT (ROI) COPIES**

<table>
<thead>
<tr>
<th>Description</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Investigation Additional Copies of the report</td>
<td></td>
</tr>
</tbody>
</table>
SIN  DESCRIPTION

811212 MAINTENANCE OF EQUIPMENT, REPAIR SERVICE, AND REPAIR PARTS/SPARE PARTS
(FPDS Code for Maintenance and Repair Service - J070; FSC Class for Repair Parts/Spare Parts - See FSC Class for basic equipment)

_ X_ Maintenance
_ X_ Repair Service
_ X_ Repair Parts/Spare Parts
_ X_ Third Party Maintenance

SIN  DESCRIPTION

54151S  INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

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 D313  Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316  IT Network Management Services
FPDS Code D317  Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under MAS)
FPDS Code D399  Other Information Technology Services, Not Elsewhere Classified

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:

Prices are net, all discounts deducted, and valid for all geographic areas. Prices are listed in Price List Section, below:

Price List Section

SIN 561EEO - INVESTIGATION OF DISCRIMINATION COMPLAINTS AND PREPARATION OF REPORTS OF INVESTIGATION

<table>
<thead>
<tr>
<th>SERVICE PROPOSED</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual case - one Issue</td>
<td>$3,110.83</td>
</tr>
<tr>
<td>Individual case - Additional Issue</td>
<td>$167.51</td>
</tr>
<tr>
<td>Individual case - Continuing Violation</td>
<td>$3,302.27</td>
</tr>
<tr>
<td>Consolidated case - one Issue</td>
<td>$3,302.27</td>
</tr>
<tr>
<td>Consolidated case - Additional Issue</td>
<td>$220.15</td>
</tr>
<tr>
<td>Consolidated Case - Continuing Violation</td>
<td>$3,685.14</td>
</tr>
<tr>
<td>Comp. Damages</td>
<td>$3,110.83</td>
</tr>
</tbody>
</table>

Volume Discount: An additional 1% discount for 10 consecutive EEO Investigation cases
SIN 561EEO - PREPARATION OF AN ANALYSIS AND FINAL AGENCY DECISION (FAD) IN DISCRIMINATION COMPLAINTS

<table>
<thead>
<tr>
<th>SERVICE PROPOSED</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Agency Decision - Individual Case</td>
<td>$1,289.67</td>
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<tr>
<td>Final Agency Decision - Consolidated Case</td>
<td>$1,568.01</td>
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</tbody>
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SIN 561EEO - ALTERNATIVE DISPUTE RESOLUTION

<table>
<thead>
<tr>
<th>SERVICE PROPOSED</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEDIATOR (PER HOUR)</td>
<td>$130.00</td>
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SIN 561EEO - COUNSELING – INDIVIDUAL AND CLASS COMPLAINT

<table>
<thead>
<tr>
<th>SERVICE PROPOSED</th>
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</thead>
<tbody>
<tr>
<td>EEO Counseling</td>
<td>$1,483.12</td>
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</tbody>
</table>

SIN 561EEO - ADDITIONAL REPORT (ROI) COPIES

<table>
<thead>
<tr>
<th>SERVICE PROPOSED</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investigation Additional Copies of the Report</td>
<td>0.1185/pg</td>
</tr>
</tbody>
</table>

SIN 811212

Repair Service Rate(s), * minimum charges - $35.00
(*Minimum charges include 0.5 full hours on the job)

SIN 54151S

Jr. Application Developer - $54.82
(Government On-site/client site net price based on a unit of one)
1c. HOURLY RATES:

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>MINIMUM CHARGE*</th>
<th>REGULAR HOURS PER HOUR**</th>
<th>AFTER HOURS PER HOUR**</th>
<th>SUNDAYS &amp; HOLIDAYS PER HOUR</th>
</tr>
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<tbody>
<tr>
<td>CONTRACTOR’S SHOP</td>
<td>$35.00</td>
<td>$75.00</td>
<td>$100.00</td>
<td>$125.00</td>
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<tr>
<td>ORDERING ACTIVITY LOCATION (WITHIN ESTABLISHED SERVICE AREAS)</td>
<td>$35.00</td>
<td>$75.00</td>
<td>$100.00</td>
<td>$125.00</td>
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<tr>
<td>ORDERING ACTIVITY LOCATION (OUTSIDE ESTABLISHED SERVICE AREAS)</td>
<td>$35.00</td>
<td>$75.00</td>
<td>$100.00</td>
<td>$125.00</td>
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</tbody>
</table>

*MINIMUM CHARGES INCLUDE 0.5 FULL HOURS ON THE JOB.

**FRACTIONAL HOURS, AT THE END OF THE JOB, WILL BE PRORATED TO THE NEAREST QUARTER HOUR.

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1. Commercial Job Title: **SENIOR IT PROGRAM MANAGER**

Minimum/General Experience: Must have at least 10 years of Information Technology (IT) experience, including at least 5 years of IT project management experience. Responsible for software development, integration, maintenance projects, and/or telecommunications systems. Must be capable of leading IT projects that involve the successful management of IT teams composed of data processing and other information management professionals who have been involved in analysis, design, coding, integration, testing, documenting, converting, extending, and implementing automated information and/or telecommunications systems.

Functionality Responsibility: Performs daily IT management of overall contract support operations, with opportunity to be involved with multiple IT projects and groups of IT personnel at multiple locations. Responsible for Organizing, directing, and coordinating the IT plan and production of all contract support tasks. The responsible person to reorganize the corporate management structure to provide the most effective IT contract task support.

Minimum Education: Bachelor Degree
2. Commercial Job Title: **SENIOR INFORMATION ENGINEER**

**Minimum/General Experience:** Must have at least 5 to 10 years of experience managing the implementation of information engineering projects and experience in system analysis, design, and programming. Must have experience in system engineering development, functional and data requirement analysis, system analysis and design, programming, application design, and technical documentation.

**Functionality Responsibility:** Must be able to apply enterprise-wide principals for planning, analyzing, designing, and constructing information systems at varying enterprise-wide levels. Must be able to construct and apply management techniques and methodology for specific system implementation. Must be able to perform enterprise-wide strategic system planning concerning issues that deal with the business and analysis aspects. Highly experienced with business process and data modeling that contributes to the planning and analysis. Able to exhibit use of manual and automated tools, i.e., Computer-Aided Software Engineering (CASE) tools. Strong foundation of understanding and applying engineering disciplines to assist with strategic planning. Provide technical guidance in advisory role.

**Minimum Education:** Bachelor Degree

3. Commercial Job Title: **INFORMATION TECHNOLOGY PRINCIPAL/CONSULTANT**

**Minimum/General Experience:** Must have 8 to 10 years of providing Information Technology solutions, systems integration, or telecommunications experience, including at least 6 years of experience as the responsible manager of information technology software development, systems integration, maintenance projects, and/or telecommunications management and at least 1 year of experience managing Internet or intranet projects.

**Functionality Responsibility:** Performs daily management of delivery order projects for information technology projects that involve teams of information systems and management personnel who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, modifying, and implementing information technology and telecommunications systems. Directly responsible for organizing, directing, and coordinating the plan and production of all tasks associated with information technology projects. Demonstrates a command of written and oral communication.

**Minimum Education:** Bachelor Degree

4. Commercial Job Title: **INFORMATION ENGINEER**

**Minimum/General Experience:** Must have at least 5 to 8 years of experience in managing information engineering projects and exhibit skills in systems analysis, design, and programming using CASE and IE tools and methods. Must have well-grounded experience with functional and data requirement analysis, system analysis and design, system development, program design, programming, and technical & user documentation preparation.

**Functionality Responsibility:** Able to apply business process reengineering (BPR) & business process improvements (BPI) practices to modernization programs and projects. Ability to appropriately use activity and data modeling to conduct workflow analysis. Able to perform internal control, risk analysis and program/project measurement techniques. Participate in establishing standards for information system procedures. Development of enterprise-wide information technology infrastructure plans that conforms to the particular organization for use in designing and building integrated application and database management systems.

**Minimum/General Experience:** Bachelor Degree
5. Commercial Job Title: **DATABASE ADMINISTRATOR**

**Minimum/General Experience:** Must have 5 to 10 years of experience in the development and maintenance of relational database management systems (RDBMS) and database management systems (DBMS), system design and analysis, operating systems software, and native data manipulation languages.

**Functionality Responsibility:** Able to manage the development of either RDBMS/DBMS projects. Able to project plan concerning task timeframes, personnel and other resources. Provides guidance and hands-on support for application developers in planning preparation, workload analysis, and backup and recovery of data. Responsible for reallocating resources to maximize performance. Must be able to present RDBMS/DBMS strategic plans. Provides daily management and support to upper management and staff. Monitors database performance and provide alternative solutions to improve efficiency.

**Minimum Education:** Bachelor Degree

6. Commercial Job Title: **SENIOR APPLICATION DEVELOPER**

**Minimum/General Experience:** Must have 5 to 8 years of application development experience in information system design, as well as experience as an accomplished application developer, knowledge of computer systems, and ability to develop complex software code to accomplish automated objectives.

**Functionality/ Responsibility:** Participate during the functional business applications and design specifications phases for functional areas as deemed necessary by project tasking. Develop pseudo-code and logic diagrams. Translate detailed design into software code. Able to test, debug, and refine the software code to produce the required automated product. Prepare documentation as defined, including system, technical, and user documentation. Modify software code to improve efficiency of algorithms. Provide technical supervision to junior application developers to ensure that project task milestones and timeframes are delivered upon.

**Minimum Education:** Bachelor Degree

7. Commercial Job Title: **SENIOR SYSTEMS ENGINEER**

**Minimum/General Experience:** Must have 5 to 10 years of telecommunications design and management experience, particularly on complex applications involving all phases of telecommunications network design, implementation, and analysis. Analysis and design of voice networks, LAN and WAN data networks, wireless networks, and/or network management systems to support voice and data services. Manages the evaluation and cost estimates of voice and data WAN services from telecommunications carriers, designing access and backbone networks using carrier services, or in managing the analysis and design of wireless voice or data networks (using private radio facilities or commercial services).

**Functionality/ Responsibility:** Responsible for administrative and technical supervision of personnel responsible for telecommunications network design, implementation, and operations tasks, including the review of work products according to the design concept and to user requirements. Participates in all system engineering phases in advisory role for approval of major network installations. Responsible to submit project plans for task timeframes, milestones and personnel resources, and presentations on overall network strategic plans to management, staff and client representatives. Daily management and guidance for systems engineer staff.

**Minimum Education:** Bachelor Degree
8. Commercial Job Title: **JUNIOR APPLICATION DEVELOPER**

**Minimum/General Experience:** Must have 2 to 4 years of application development experience in information system design, as well as experience as an accomplished application developer, knowledge of computer systems, and ability to develop complex software code to accomplish automated objectives.

**Functionality/ Responsibility:** Participate during the functional business applications and design specifications phases for functional areas as deemed necessary by project tasking. Develop pseudo-code and logic diagrams. Translate detailed design into software code. Able to test, debug, and refine the software code to produce the required automated product. Prepare documentation as defined, including system, technical, and user documentation. Modify software code to improve efficiency of algorithms. Follow technical supervision by senior application developer(s) to ensure that project task milestones and timeframes are delivered upon.

**Minimum Education:** Bachelor Degree

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9. Commercial Job Title: **IT TRAINER**

**Minimum/General Experience:** Must have 3 to 6 years of experience as an Information Technology (IT) trainer. Experienced IT trainer with Information Technology (IT) systems proficiency and end-user training on specific computer hardware, application software and development software.

**Functionality/ Responsibility:** Ability to develop and revise IT training material courses and prepare appropriate IT lesson plans. Prepare all instructor IT material including, but not limited to the following: IT Course outline, IT background material, and IT training aids. Prepare all student material including, but not limited to the following: IT Course manuals, IT workbooks, IT handouts, IT completion certificates, and IT course feedback forms. Conducts formal IT classroom courses, IT workshops, and IT seminars.

**Minimum Education:** Bachelor Degree

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10. Commercial Job Title: **TECHNICAL DOCUMENTATION SPECIALIST**

**Minimum/General Experience:** Must have 2 to 5 years of experience in editing documents, including technical documents.

**Functionality/ Responsibility:** Able to collect and organize information for preparation of technical documentation including, but not limited to the following: project management, technical studies, user manuals, training materials, installation guides, proposals, and other technical report that must satisfy customer deliverables and documentation. Must exhibit the ability to work independently or under general direction.

**Minimum Education:** Bachelor Degree
## ON-SITE AND OFF-SITE GSA PRICES FOR IT SERVICES

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>On-Site Hourly Rate (Client Site)</th>
<th>Off-Site Hourly Rate (Off-Site)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SR. IT PROGRAM MANAGER</td>
<td>$111.82</td>
<td>$136.02</td>
</tr>
<tr>
<td>SR. INFORMATION ENGINEER</td>
<td>$105.25</td>
<td>$101.76</td>
</tr>
<tr>
<td>INFORMATION TECHNOLOGY PRINCIPAL/CONSULTANT</td>
<td>$104.15</td>
<td>$100.76</td>
</tr>
<tr>
<td>INFORMATION ENGINEER</td>
<td>$94.28</td>
<td>$92.70</td>
</tr>
<tr>
<td>DATABASE ADMINISTRATOR</td>
<td>$93.19</td>
<td>$95.72</td>
</tr>
<tr>
<td>SR. APPLICATION DEVELOPER</td>
<td>$89.88</td>
<td>$96.73</td>
</tr>
<tr>
<td>SR. SYSTEMS ENGINEER</td>
<td>$82.23</td>
<td>$85.65</td>
</tr>
<tr>
<td>JR. APPLICATION DEVELOPER</td>
<td>$54.81</td>
<td>$75.57</td>
</tr>
<tr>
<td>IT TRAINER</td>
<td>$58.12</td>
<td>$79.64</td>
</tr>
<tr>
<td>TECHNICAL DOCUMENTATION SPECIALIST</td>
<td>$57.77</td>
<td>$62.47</td>
</tr>
</tbody>
</table>

Note: The use of non-professional labor categories must be incidental to and used solely to support professional services and cannot be purchased separately.
2. **MAXIMUM ORDER**: (All dollar amounts are exclusive of any discount for prompt payment.)

<table>
<thead>
<tr>
<th>SIN</th>
<th>MAXIMUM ORDER</th>
</tr>
</thead>
<tbody>
<tr>
<td>561EEO</td>
<td>$1,000,000</td>
</tr>
</tbody>
</table>

The Maximum dollar value per order for the following Special Item Numbers (SINs) is $500,000:

a. SIN 811212 Maintenance of Equipment, Repair Service, And Repair Parts/Spare Parts  

b. SIN 54151S Information Technology (IT) Professional Services

*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 aforementioned contactor 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 LIMITATION:** $100.00

4. **GEOGRAPHIC COVERAGE (DELIVERY AREA):**  
   - *Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.
   - *Overseas delivery* is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

5. **Points of Production:**
   - (1) PCS Enterprises, Inc.  
     North Oak Professional Park  
     3002 Mitchellville Road  
     Bowie, Maryland 20716  
     Ph: 301-218-2242
   
   - (2) PCS Enterprises, Inc.  
     15408 Shark Rd W  
     Jacksonville, Florida 32226  
     Ph: 904-696-9163

6. **Prices:**  
   - Prices shown are NET Prices; Basic Discounts have been deducted and the prevailing IFF rate has been added (Net GSA price). Current IFF rate is 0.75% of sales.
7. Quantity/Volume Discounts: An additional 1% discount for 10 Consecutive EEO Investigation cases.

8. Prompt Payment Terms: Net 30 days or 1% 15 Net 30

9. Foreign Items: N/A

10a. Time of Delivery: Within the period specified in the ordering agency’s statement of work and the order or as negotiated between PCS Enterprises, Inc. and the Ordering Agency

10b. Expedited Delivery: All items noted in this price list are available for negotiated expedited delivery, Contact Contractor’s Representative.

10c. Overnight And 2-Day Delivery: Contact Contractor’s Representative.

10d. Urgent Requirements: Contact the Contractor for the purpose of obtaining accelerated delivery pursuant to Contract Clause No. 1-FSS-140-B, Urgent Requirements

11. F.O.B Point(s): Destination

12a. Ordering Address(es): PCS Enterprises, Inc. 
North Oak Professional Park 
3002 Mitchellville Road 
Bowie, Maryland 20716

12b. Ordering procedures: For supplies and services, the ordering procedures, information blanket purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3

13. Payment Address(es): PCS Enterprises, Inc. 
North Oak Professional Park 
3002 Mitchellville Road 
Bowie, Maryland 20716
14. **Warranty Provision:** The contractor warrants and implies that the services rendered under the contract are merchantable and fit for the particular purpose described in the contract.

   a. **REPAIR SERVICE**
   All repair work will be guaranteed/warranted for a period of **one year**

   b. **REPAIR PARTS/SPARE PARTS**
   All parts, furnished either as spares or repairs parts will be guaranteed/warranted for a period **90 days or the remainder of the original one-year warranty, whichever is longer**

15. **EXPORT PACKING CHARGES:** N/A

16. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):**

**SIN 811212**

A. **SERVICE AREAS**
1. The maintenance and repair service rates listed herein are applicable to any ordering activity location within a **50-mile radius** of the Contractor's service points. If any additional charge is to apply because of the greater distance from the Contractor's service locations, the mileage rate or other distance factor shall be stated in paragraphs 8.d and 9.d of this Special Item Number 811212.

2. When repair services cannot be performed at the ordering activity installation site, the repair services will be performed at the Contractor's plant(s) listed below:

   **Bowie, MD or Jacksonville, FL**

B. **MAINTENANCE ORDER**
1. Agencies may use written orders, EDI orders, credit card orders, or BPAs, for ordering maintenance under this contract. The Contractor shall confirm orders within fifteen (15) calendar days from the date of receipt, except that confirmation of orders shall be considered automatic for renewals for maintenance (Special Item Number 811212). Automatic acceptance of order renewals for maintenance service shall apply for machines which may have been discontinued from use for temporary periods of time not longer than 120 calendar days. If the order is not confirmed by the Contractor as prescribed by this paragraph, the order shall be considered to be confirmed by the Contractor.

2. The Contractor shall honor orders for maintenance for the duration of the contract period or a lesser period of time, for the equipment shown in the pricelist. Maintenance service shall commence on a mutually agreed upon date, which will be written into the maintenance order. Maintenance orders shall not be made effective before the expiration of any applicable maintenance and parts guarantee/warranty period associated with the purchase of equipment. Orders for maintenance service shall not extend beyond the end of the contract period.

3. Maintenance may be discontinued by the ordering activity on thirty (30) calendar days’ written notice, or shorter notice when agreed to by the Contractor; such notice to become effective thirty (30) calendar days from the date on the notification. However, the ordering activity may extend the original discontinuance date upon written notice to the Contractor, provided that such notice is furnished at least ten (10) calendar days prior to the original discontinuance date.

4. Annual Funding. When annually appropriated funds are cited on a maintenance order, the period of maintenance shall automatically expire on September 30th of the contract period, or at the end of the contract period, whichever occurs first. Renewal of a maintenance order citing the new appropriation shall be required, if maintenance is to continue during any remainder of the contract period.
5. Cross-year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12-month, fiscal year period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

6. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of maintenance service if maintenance is to be terminated at that time. Orders for continued maintenance will be required if maintenance is to be continued during the subsequent period.

C. LOSS OR DAMAGE REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS ORDERS

1. Agencies may use written orders, EDI orders, credit card orders, blanket purchase agreements (BPAs), or small order procedures for ordering repair service and/or repair parts/spare parts under this contract. Orders for repair service shall not extend beyond the end of the contract period.

2. When repair service is ordered, only one chargeable repairman shall be dispatched to perform repair service, unless the ordering activity agrees, in advance, that additional repair personnel are required to effect repairs.

D. LOSS OR DAMAGE

When the Contractor removes equipment to his establishment for repairs, the Contractor shall be responsible for any damage or loss, from the time the equipment is removed from the ordering activity installation, until the equipment is returned to such installation.

E. SCOPE

1. The Contractor shall provide maintenance for all equipment listed herein, as requested by the ordering activity during the contract term. Repair service and repair parts/spare parts shall apply exclusively to the equipment types/models within the scope of this Multiple Award Schedule.

2. Equipment placed under maintenance service shall be in good operating condition.

(a) In order to determine that the equipment is in good operating condition, the equipment shall be subject to inspection by the Contractor, without charge to the ordering activity.

(b) Costs of any repairs performed for the purpose of placing the equipment in good operating condition shall be borne by the Contractor, if the equipment was under the Contractor’s guarantee/warranty or maintenance responsibility prior to the effective date of the maintenance order.

(c) If the equipment was not under the Contractor's responsibility, the costs necessary to place the equipment in proper operating condition are to be borne by the ordering activity, in accordance with the provisions of Special Item Number 811212 (or outside the scope of this contract).

F. RESPONSIBILITIES OF THE ORDERING ACTIVITY

1. Ordering activity personnel shall not perform maintenance or attempt repairs to equipment while such equipment is under the purview of a maintenance order, unless agreed to by the Contractor.

2. Subject to security regulations, the ordering activity shall permit access to the equipment which is to be maintained or repaired.

G. RESPONSIBILITIES OF THE CONTRACTOR

For equipment not covered by a maintenance contract or warranty, the Contractor's repair service personnel shall complete repairs as soon as possible after notification by the ordering activity that service is required. Within the service areas, this repair service should normally be done within 4 hours after notification.
H. MAINTENANCE RATE PROVISIONS

1. The Contractor shall bear all costs of maintenance, including labor, parts, and such other expenses as are necessary to keep the equipment in good operating condition, provided that the required repairs are not occasioned by fault or negligence of the ordering activity.

2. REGULAR HOURS

The basic monthly rate for each make and model of equipment shall entitle the ordering activity to maintenance service during a mutually agreed upon nine (9) hour principal period of maintenance, Monday through Friday, exclusive of holidays observed at the ordering activity location.

3. AFTER HOURS

Should the ordering activity require that maintenance be performed outside of Regular Hours, charges for such maintenance, if any, will be specified in the pricelist. Periods of less than one hour will be prorated to the nearest quarter hour.

4. TRAVEL AND TRANSPORTATION

If any charge is to apply, over and above the regular maintenance rates, because of the distance between the ordering activity location and the Contractor's service area, the charge will be:

“None”

5. QUANTITY DISCOUNTS

Quantity discounts from listed maintenance service rates for multiple equipment owned and/or leased by an ordering activity are indicated below:

<table>
<thead>
<tr>
<th>Quantity Range</th>
<th>Discounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>_______ Units</td>
<td>______%</td>
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<tr>
<td>_______ Units</td>
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<td>_______ Units</td>
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</tbody>
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I. REPAIR SERVICE RATE PROVISIONS

1. CHARGES. Charges for repair service will include the labor charge, computed at the rates set forth below, for the time during which repairmen are actually engaged in work, and, when applicable, the charge for travel or transportation.

2. MULTIPLE MACHINES. When repairs are ordered by an ordering activity on two or more machines located in one or more buildings within walking distance of each other, the charges will be computed from the time the repairman commences work on the first machine, until the work is completed on the last machine. The time required to go from one machine to another, or from one building to another, will be considered actual work performance, and chargeable to the ordering activity, provided the time consumed in going between machines (or buildings) is reasonable.

3. TRAVEL OR TRANSPORTATION

(1) AT THE CONTRACTOR'S SHOP

(a) When equipment is returned to the Contractor's shop for adjustments or repairs which are not covered by the guarantee/warranty provision, the cost of transportation, packing, etc., from the ordering activity location to the Contractor's plant, and return to the ordering activity location, shall be borne by the ordering activity.

(b) The ordering activity should not return defective equipment to the Contractor for adjustments and repairs or replacement without his prior consultation and instruction.
(2) AT THE ORDERING ACTIVITY LOCATION (Within Established Service Areas)

When equipment is repaired at the ordering activity location, and repair service rates are established for service areas or zones, the listed rates are applicable to any ordering activity location within such service areas or zones. No extra charge, time, or expense will be allowed for travel or transportation of repairmen or machines to or from the ordering activity office; such overhead is included in the repair service rates listed.

(3) AT THE ORDERING ACTIVITY LOCATION (Outside Established Service Areas)

(a) The repair service rates listed for subparagraph (2) above apply, except that a travel charge of 53.5 cents per mile for repairmen will apply to the round-trip distance between the geographic limits of the applicable service area and the ordering activity location. Such charge will apply as an additional charge, but it will be limited to one round trip for each request that is made by the ordering activity for repair service, regardless of whether repairs are performed at the ordering activity location or at the Contractor's shop.

(b) When the overall travel charge computed at the above mileage rate is unreasonable (considering the time required for travel, actual and necessary transportation costs, and the allowable ordering activity per diem rate for each night the repairman is required to remain overnight at the ordering activity location), the ordering activity shall have the option of reimbursing the Contractor for actual costs, provided that the actual costs are reasonable and allowable. The Contractor shall furnish the ordering activity with a report of travel performed and related expenses incurred. The report shall include departure and arrival dates, times, and the applicable mode of travel.

4. LABOR RATES

(1) REGULAR HOURS

The Regular Hours repair service rates listed herein shall entitle the ordering activity to repair service during the period 8:00 a.m. to 5:00 p.m., Monday through Friday, exclusive of holidays observed at the ordering activity location. There shall be no additional charge for repair service which was requested during Regular Hours, but performed outside the Regular Hours defined above, at the convenience of the Contractor.

(2) AFTER HOURS

When the ordering activity requires that repair service be performed outside the Regular Hours defined above, except Sundays and Holidays observed at the ordering activity location, the After-Hours repair service rates listed herein shall apply. The Regular Hours rates defined above shall apply when repair service is requested during Regular Hours but performed After Hours at the convenience of the Contractor.

(3) SUNDAYS AND HOLIDAYS

When the ordering activity requires that repair service be performed on Sundays and Holidays observed at the ordering activity location, the Sundays and Holidays repair service rates listed herein shall apply. When repair service is requested to be performed during Regular Hours and/or After Hours but is performed at the convenience of the Contractor on Sundays or Holidays observed at the ordering activity location, the Regular Hours and/or After-Hours repair service rates, as applicable, shall apply.

I. INVOICES AND PAYMENTS

1. Maintenance Service

(a) Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

(b) Payment for maintenance service of less than one month's duration shall be prorated at 1/30th of the monthly rate for each calendar day.

2. Repair Service and Repair Parts/Spare Parts

Invoices for repair service and parts shall be submitted by the Contractor as soon as possible after completion of work. Payment under blanket purchase agreements will be made quarterly or monthly, except where cash payment procedures are used. Invoices shall be submitted separately to each ordering activity office ordering services under the contract. The cost of repair parts shall be shown as a separate item on the invoice, and shall be
priced in accordance with paragraph #10, above. PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

17. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): N/A

18a. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):

All parts, furnished as spares or as repair parts in connection with the repair of equipment, unless otherwise indicated in this pricelist, shall be new, standard parts manufactured by the equipment manufacturer. All parts shall be furnished at prices indicated in the Contractor’s commercial pricelist dated 012/07/2015, at a discount of 100% from such listed prices.

18b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):

SIN 54151S

A. SCOPE

1. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Services within the scope of this Multiple Award Schedule.

2. 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.

B. PERFORMANCE INCENTIVES

1. 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 in accordance with this clause.

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

3. 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.

C. ORDER

1. 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.

2. 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.
D. PERFORMANCE OF SERVICES

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

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

3. 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.

4. 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.

E. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

1) 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 incurring 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-

   (a) Cancel the stop-work order; or

   (b) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

2) 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-

   (a) 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

   (b) 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.

3) 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.

4) 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.

F. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.
G. 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 (Deviation – May 2003) Rights in Data – General may apply.

H. 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 Services.

I. INDEPENDENT CONTRACTOR
All IT 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.

J. ORGANIZATIONAL CONFLICTS OF INTEREST
1. 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.

   2. 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.

K. INVOICES
The Contractor, upon completion of the work ordered, shall submit invoices for IT 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.

L. 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to labor-hour orders placed under this contract.
M. RESUMES
Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

N. 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.

O. 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.

19. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): Same as contractor

20. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A

21. PREVENTIVE MAINTENANCE (IF APPLICABLE): N/A

22a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

22b. Section 508 Compliance for EIT: If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: The EIT standard can be found at: www.Section508.gov/.

23. DUNS NUMBER: 00-484-1107

24. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE: PCS Enterprises, Inc. is registered in the SAM database.