INTELLICATCH, INC.
1818 Library Street, Suite 500
Reston, Virginia 20190
Tel: 703-288-3382
FAX: 703-288-4436
www.intellicatch.com

Contract Number: GS-25F-0009R
Period Covered by Contract: February 8, 2020 through February 7, 2025
General Services Administration
Federal Supply Service

Size of Business: Small
TIN: 84-3087748

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 GSA Advantage! is: GSAAdvantage.gov.
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CUSTOMER INFORMATION

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

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<th>SIN(s)</th>
<th>Page</th>
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<tbody>
<tr>
<td>518210DC; 518210ERM;</td>
<td>15-16</td>
</tr>
</tbody>
</table>

1b. Not applicable.

1c. See pages 6-14 for labor category titles and descriptions and pages 15-16 for corresponding rates.

2. Maximum order: $1,000,000 (518210DC, 518210ERM)

3. Minimum order: $100.00


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

6. Prices shown herein are net, discount deducted.

7. Quantity discounts: None.

8. Prompt payment terms: 1% discount Paid in 15 Days; None discount NET 30.

9a. IntelliCatch accepts the Government purchase cards. No discounts offered.

9b. IntelliCatch accepts Government purchase cards above the micro-purchase threshold.

10. Foreign items (list items by country of origin). None.

11a. Time of delivery. Within 30 Days ARO or as negotiated on at the task order level.

11b. Expedited Delivery. Items available for expedited delivery are noted in this price list under this heading. The schedule customer may contact the Contractor for rates for expedited delivery.

11c. Overnight and 2-day delivery. The schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

11d. Urgent Requirements. Agencies are advised that they can also contact the Contractor's representative to effect a faster delivery.
12. F.O.B. point(s). Destination: 48 contiguous states, Washington, DC, up to point of exportation, Alaska, Hawaii and Puerto Rico.

13a. Ordering address(es).

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13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment address(es).

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15. Warranty provision. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

16. Export packing charges, if applicable. Not applicable.

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). None.

18. Terms and conditions of rental, maintenance, and repair (if applicable). Not applicable.

19. Terms and conditions of installation (if applicable). Not applicable.

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not applicable.

20a. Terms and conditions for any other services (if applicable)

21. List of service and distribution points (if applicable).

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22. List of participating dealers (if applicable). Not applicable.
23. Preventive maintenance (if applicable). Not applicable.

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). None.

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.

www.IntelliCatch.com

25. Data Universal Number System (DUNS) number: 117201286

26. IntelliCatch is registered in System for Award Management (SAM).
INTELLICATCH, INC.
Labor Category Descriptions

1. Program Manager
   Responsible for the performance of a contract or project in accordance with contract requirements and company policies, procedures and guidelines. Work as interface directly with client. Oversees the technology development and/or application, marketing, and resource allocation within program client base. Program area typically represents multiple functional areas such as document conversion, data processing, engineering, systems analysis, quality control and administration. Also responsible for acquiring follow-on business associated with assigned programs and for supporting new business development by leading proposals. Requires Bachelor’s degree or equivalent, and five to fifteen years of related (technical environment) experience including five years of related management experience.

2. Project Manager I
   Assists higher level manager in directing the project life cycle by assisting in development of comprehensive project plans to include both long and short-range goals and milestones. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Directs a project team usually within a matrix organization, monitoring and encouraging functional organizations to complete milestones within specific budgets and schedules. May on occasion interface with external customers as well as top management for the purpose of communicating status of project throughout life cycle. Requires Bachelor’s degree or equivalent, and three to nine years of related experience.

3. Project Manager II
   Responsible for the performance of a projects or a definable portion of a larger program in accordance with contract requirements and company policies, procedures and guidelines. At a portion level, work with customers directly and indirectly to satisfy client’s requirements, and directs and supervises all support resources for the performance of project assignments and activities. Also responsible for acquiring follow-on business associated with assigned projects and for supporting new business development by leading relatively small proposals or assisting with major proposals. Requires Bachelor’s degree or equivalent, and five to twelve years of related (technical environment) experience.

4. Project Manager III
   Responsible for the performance of projects or a definable portion of a larger technical program in accordance with contract requirements and company policies, procedures and guidelines. Work with customers directly and indirectly to satisfy client’s requirements. Directs and supervises all support resources for the performance of project assignments and activities. Manages the technical direction of a project through the design, implementation, and testing in accordance with project objectives. Also responsible for acquiring follow-on business associated with assigned projects and for supporting new business development by leading relatively small proposals or assisting with major proposals. Requires Bachelor’s degree or equivalent, and five to twelve years of related (technical environment) experience.

5. QA/QC Manager I
   Responsible for implementing and managing a program of reporting, tracking and analyzing key project metrics, monitoring quality procedures and enforcing quality and productivity of project working products. May on occasion interface with external customers as well as top management for the purpose of communicating status of project throughout life cycle. Requires Bachelor’s degree or equivalent experiences, and three to six years of related (technical environment) experience.

6. QA/QC Manager II
   Responsible for implementing and managing a program of reporting, tracking and analyzing key project metrics, monitoring quality procedures and enforcing quality and productivity of project working products. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Directs a project team usually within a matrix organization, monitoring and encouraging functional organizations to complete milestones within specific budgets and schedules. May on occasion interface with external customers as
well as top management for the purpose of communicating status of project throughout life cycle. Requires Bachelor's degree or equivalent experiences, and six to ten years of related (technical environment) experience including five years of related management experience.

7. **Task Supervisor I**
   Responsible for the coordination and supervision of a specific task or function. Ensures all activities are carried out in accordance with project commitments or specific objectives. Position typically supervises between 1 and 10 employees. Responsible for day-to-day coordination and administration of tasks by ensuring quality and productivity standards are maintained while meeting client schedules. Coordinates with other contract and subcontract personnel to ensure work moves smoothly from one functional area to another. Works with project manager and/or client to prepare work schedules and man-hour estimates. Ensures proper training of subordinates. Maintains record of changes in instructions and ensures all team members are informed of changes. Assigns and reviews subordinates’ performance. Prepares employee performance evaluations. Ensures completion of administrative reporting, e.g., timecards, daily statistics, logs, and task narratives. Responds to client requests and questions. Assists with writing manuals and other documentation. Responsible for status and task management reports for area of responsibility. Sets up and manages project facilities as dictated by workload requirements. One to three years of related work experience.

8. **Task Supervisor II**
   Responsible for the coordination and supervision of a specific task or function. Ensures all activities are carried out in accordance with project commitments or specific objectives. Position typically supervises between 10 and 30 employees. Responsible for day-to-day coordination and administration of tasks by ensuring quality and productivity standards are maintained while meeting client schedules. Coordinates with other contract and subcontract personnel to ensure work moves smoothly from one functional area to another. Works with project manager and/or client to prepare work schedules and man-hour estimates. Ensures proper training of subordinates. Maintains record of changes in instructions and ensures all team members are informed of changes. Assigns and reviews subordinates’ performance. Prepares employee performance evaluations. Ensures completion of administrative reporting, e.g., timecards, daily statistics, logs, and task narratives. Responds to client requests and questions. Assists with writing manuals and other documentation. Responsible for status and task management reports for area of responsibility. Sets up and manages project facilities as dictated by workload requirements. One to three years of related work experience.

9. **Technical Supervisor III**
   Responsible for the coordination and supervision of a specific project task or function. Ensures all activities are carried out in accordance with project commitments or specific objectives. Position typically supervises more than 30 employees. Responsible for day-to-day coordination and administration of tasks by ensuring quality and productivity standards are maintained while meeting client schedules. Coordinates with other contract and subcontract personnel to ensure work moves smoothly from one functional area to another. Works with project manager and/or client to prepare work schedules and man-hour estimates. Ensures proper training of subordinates. Maintains record of changes in instructions and ensures all team members are informed of changes. Assigns and reviews subordinates’ performance. Prepares employee performance evaluations. Ensures completion of administrative reporting, e.g., timecards, daily statistics, logs, and task narratives. Responds to client requests and questions. Assists with writing manuals and other documentation. Responsible for status and task management reports for area of responsibility. Sets up and manages project facilities as dictated by workload requirements. Bachelor's Degree in related field or equivalent and a minimum of two to five years of related work experience.

10. **Imaging Assistant**
    Responsible for the coordination and support of a specific project task or function. Assist in imaging operation, copying and printing, facility planning and setup, human resource, reporting, training, inventory, and other project related tasks. High School Diploma or equivalent.
11. **Document Processing I**
   Responsible for document processing tasks such as document preparation for scanning, labeling, scanning, image QC, document reassembly, etc. Document may include paper document, microfilm, microfiche, oversize drawings, etc. Perform other document processing related tasks assigned by supervisors. Requires High School diploma or equivalent.

12. **Document Processing II**
   Responsible for document processing tasks such as document preparation for scanning, labeling, scanning, image QC, document reassembly, etc. Document may include paper document, microfilm, microfiche, oversize drawings, etc. Perform other document processing related tasks assigned by supervisors. Requires High School diploma or equivalent, and one to two years of related experience.

13. **Document Processing III**
   Responsible for document processing tasks such as document preparation for scanning, labeling, scanning, image QC, document reassembly, etc. Document may include paper document, microfilm, microfiche, oversize drawings, etc. Perform other document processing related tasks assigned by supervisors. Supervises and directs other document processing staff to accomplish work. Reports on progress, troubleshoots, performs quality control, ensures work meets contract requirements for quality and delivery schedules. Functions as expert operative on all equipment and processes. Determine appropriate scanner and scanner settings based on document type, planned processing, and document characteristics. Provide supervision, training and group lead roles to a specific task group. Requires High School diploma or equivalent, and one to two years of related experience.

14. **Data Entry Operator I**
   Enters, transcribes, and verifies a variety of alphanumeric data onto an on-line, batch mode, or personal computer system. Assignments are generally routine in nature and work parameters are typically well defined. Maintains files, records, and chronologies of entry activities. Produces output on magnetic tape, diskettes, or other media. Requires High School diploma or equivalent.

15. **Data Entry Operator II**
   Enters, transcribes, and verifies a variety of alphanumeric data onto an on-line, batch mode, or personal computer system. Assignments are generally routine in nature and work parameters are typically well defined. Maintains files, records, and chronologies of entry activities. Produces output on magnetic tape, diskettes, or other media. Requires High School diploma or equivalent, and one to two years of related experience.

16. **Data Entry Operator III**
   Coordinates lower level clerks activities, such as entering, transcribing, and verifying alphanumeric data onto an on-line, batch mode, or personal computer system. Assignments are somewhat complex in nature and work parameters are usually well defined. Assists in designing and implementing data entry program. Maintains files, records, and chronologies of entry activities. Produces output on magnetic tape, diskettes, or other media. Reports on progress, troubleshoots, performs quality control, ensures work meets contract requirements for quality and delivery schedules. Functions as expert operative on all equipment and processes. Provide supervision, training and group lead roles to a specific task group. Requires High School diploma or equivalent, and one to three years of related experience.

17. **Document Domain Expert I**
   Be able to analyze, categorize, and recognize a document and/or document pages in a specific application area such as litigation, loan application, etc. Requires High School diploma or equivalent.

18. **Document Domain Expert II**
   Be able to analyze, categorize, and recognize a document and/or document pages in a specific application area such as litigation, loan application, etc. Requires High School diploma or equivalent, and one to two years of related experience.
19. **Document Domain Expert III**

Be able to analyze, categorize, and recognize a document and/or document pages in a specific application area such as litigation, loan application, etc. Reports on progress, troubleshoots, performs quality control, ensures work meets contract requirements for quality and delivery schedules. Functions as expert operative on all equipment and processes. Provide supervision, training and group lead roles to a specific task group. Requires High School diploma or equivalent, and one to two years of related experience.

20. **Database Specialist I**

Responsible for programming in database management systems (network, hierarchical, relational and object) and web-based information management and retrieval system. Requires Bachelor's degree or equivalent, and zero to one years of related (technical environment) experience.

21. **Database Specialist II**

Responsible for programming in database management systems (network, hierarchical, relational and object) and web-based information management and retrieval system. Be knowledgeable of the current data base management concepts (network, hierarchical, relational and object), optimizing techniques, relational models, and structured query languages. Requires Bachelor's degree or equivalent, and one to three years of related (technical environment) experience.

22. **Database Specialist III**

Responsible for programming in database management systems (network, hierarchical, relational and object) and web-based information management and retrieval system. Experienced in the current data base management concepts (network, hierarchical, relational and object), optimizing techniques, relational models, and structured query languages. Reports on progress, troubleshoots, performs quality control, ensures work meets contract requirements for quality and delivery schedules. Functions as expert operative on all equipment and processes. Provide supervision, training and group lead roles to a specific task group. Requires Bachelor's degree or equivalent, and three to ten years of related (technical environment) experience.

23. **Software Engineer I**

Program in the language specified in the particular task order. Shall have knowledge and training in using CASE tools, OOP and OOD tools, SQL, and third/fourth generation languages in the design of software systems. Shall be knowledgeable in software reuse and shall focus on reuse in the design and implementation of system development and recommend the most beneficial reuse opportunities and priorities for library population. Requires Bachelor's degree or equivalent, and zero to two years of related (technical environment) experience.

24. **Software Engineer II**

Have programming experience in software system development from design through test and implementation. Have programming experience in the language specified in the particular task order. Have experience as a computer systems analyst performing studies, analyses, and recommending solutions. Shall have experience and training in using CASE tools, OOP and OOD tools, SQL, and third/fourth generation languages in the design of software systems. Shall be knowledgeable in software reuse and shall focus on reuse in the design and implementation of system development and recommend the most beneficial reuse opportunities and priorities for library population. Shall be knowledgeable in the collection of metrics for software reuse. Requires Bachelor's degree or equivalent, and two to four years of related (technical environment) experience.

25. **Software Engineer III**

Have programming experience in software system development from design through test and implementation. Have programming experience in the language specified in the particular task order. Have experience as a computer systems analyst performing studies, analyses, and recommending optimum solutions. Have experience in developing systems designs in an open systems architecture utilizing object oriented design methodology. Shall have experience and training in using CASE tools,
OOP and OOD tools, SQL, and third/fourth generation languages in the design of software systems. Shall be knowledgeable in software reuse and shall focus on reuse in the design and implementation of system development and recommend the most beneficial reuse opportunities and priorities for library population. Shall be knowledgeable in software reuse and be responsible for identifying reuse opportunities within & across projects, building generic domain models and architectures. Reports on progress, troubleshoots, performs quality control, ensures work meets contract requirements for quality and delivery schedules. Requires Bachelor's degree or equivalent, and five to ten years of related (technical environment) experience.

26. Database Administrator
Responsible for database related system administration including backup/recovery, basic software management, security management, library management, operating computer systems, sizing, performance, tuning, hardware/software troubleshooting, resource allocation, and operation reporting specified by high-level management. Shall have a thorough knowledge of capabilities of the applicable hardware/software configurations. Requires Bachelor’s degree or equivalent, and two to five years of related (technical environment) experience.

27. Network Engineer
Responsible for data communications engineering, data communications hardware or software analysis, network administration or management, data communication equipment installation and maintenance. Working knowledge of network operating systems. Modifies command language programs, network start up files, assigns/re-assigns network device logicals, participates in load balancing efforts throughout the network to achieve optimum device utilization and performance. Establishes new user accounts on the network granting access to required network files and programs. Manages network E-mail functions. Establishes mail boxes and monitors mail performance on the network.Troubleshoots network/user problems, presents resolutions for implementation. Prepares a variety of network resource reports. Requires Bachelor’s degree or equivalent, and one to five years of related (technical environment) experience.

28. System Administrator
Responsible for system administration, system backup/recovery, basic software management, security management, library management, operating computer systems, sizing, performance, tuning, hardware/software troubleshooting, and resource allocation. Shall have a thorough knowledge of capabilities of the applicable hardware/software configurations. Requires Bachelor’s degree or equivalent, and one to five years of related (technical environment) experience.

29. Technical Support Manager II
Responsible for overall personal computer activity. Establishes and implements PC policies, procedures and standards, and ensures their conformance with information systems goals and procedures. Studies and projects PC resource requirements including personnel, software, equipment and facilities and makes recommendations to management. Maintains currency in new developments and technology. Provides for the training of department staff and end users. Directs setup and maintenance of library and materials for end user reference and reviews department staff. Ensures that security procedures are implemented and enforced. Provides leadership in the effective use of internal data processing, automated office systems and data communications. May also manage LAN services. Requires Bachelor’s degree or equivalent, and one to five years of related (technical environment) experience.

30. Technical Support I
Under general supervision, performs analytical, technical and administrative work in the planning, design and installation of new and existing personal computer systems. Works on moderately complex applications. Confers with end users to determine types of hardware and software required. Writes programs to fulfill requirements or selects appropriate off-the-shelf software and modifies to suit. May maintain or utilize telecommunications protocols. Installs new hardware and maintains existing hardware. Trains end users in use of equipment and software. Requires High School Diploma or equivalent, and zero to one years of related (technical environment) experience.
31. **Technical Support II**
Under general supervision, performs analytical, technical and administrative work in the planning, design and installation of new and existing personal computer systems. Works on moderately complex applications. Confers with end users to determine types of hardware and software required. Writes programs to fulfill requirements or selects appropriate off-the-shelf software and modifies to suit. May maintain or utilize telecommunications protocols. Installs new hardware and maintains existing hardware. Trains end users in use of equipment and software. Requires Bachelor’s degree or equivalent, and one years of related (technical environment) experience.

32. **System Analyst I**
Performs systems analysis, design, programming, documentation, or implementation of complex system applications and related IT systems concepts for effective implementation. Participates in all phases of the software development life cycle with emphasis on the planning, analysis, programming, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required. Requires Bachelor's degree or equivalent, and zero to one years of related (technical environment) experience.

33. **System Analyst II**
Performs systems analysis, design, programming, documentation, or implementation of complex system applications and related IT systems concepts for effective implementation. Participates in all phases of the software development life cycle with emphasis on the planning, analysis, programming, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required. Requires Bachelor's degree or equivalent, and one to three years of related (technical environment) experience.

34. **System Analyst III**
Performs systems analysis, design, programming, documentation, or implementation of complex system applications and related MIS systems concepts for effective implementation. Participates in all phases of the software development life cycle with emphasis on the planning, analysis, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required. Indicates this category may serve as a task leader on one or more delivery orders. Management experience will be required since the category qualifications do not require managerial experience. Task leaders must have supervisory or project leader experience. This experience is not in addition to the experience requirements for the skill category. Project leader experience is experience that demonstrates an individual's ability to accomplish projects/tasks through others. Requires Bachelor’s degree or equivalent, and five to ten years of related (technical environment) experience.
35. Technical Writer
Researches, writes, edits, and proofreads technical data for use in documents or sections of documents such as manuals, procedures and specifications. Ensures technical documentation is accurate, complete, meets editorial and government specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations or equivalent. Excellent written communication skills Requires Bachelor's degree (in related technical field) or equivalent, and one to two years of related (technical writing and copy editing) experience.

36. Web Designer
Assists in developing custom programs for web sites, which will attract and be appealing to users, and provide desired information. Possesses a thorough knowledge of programming and server software operations. Creates Web front-end user interface to new or existing databases using a combination of HTML, SQL, C, VB or other languages to make business applications accessible. Requires Bachelor's degree or equivalent, and zero to two years of related work experience.

37. QA Professional
Responsible for quality control/quality assurance management including implementing a program of reporting, tracking and analyzing key software metrics, monitoring quality procedures and participating in software reviews and testing. Requires Bachelor's degree or equivalent, and one to two years of related work experience.

38. System QC Professional
Responsible for assisting system quality control/quality assurance including implementing a program of reporting, tracking and analyzing key software metrics, monitoring quality procedures and participating in software reviews and testing. Requires Bachelor's degree or equivalent, and zero to two years of related work experience.

39. System Engineer
Participates throughout systems development at the enterprise level, with particular emphasis in the front-end phases: planning and business process reengineering. Performs strategic planning (mission, vision, goals, objectives, strategies, critical success factors), modeling (functional activity, business object, process, and workflow), data administration, data standardization, and assists in database design, development, and implementation. Follow established project standards and processes, and uses automated tools. Applies reverse engineering and re-engineering disciplines to develop migration and strategic and planning documents. Performs business strategic systems planning, information planning, and business analysis. Often acts as user liaison and may augment test team. As information engineer progresses to higher levels, performs with increasing autonomy and activities reflect greater complexity, breadth and/or depth of expertise. Requires Bachelor’s degree or equivalent, and two to four years of related experience.

40. System Tester
Responsible for test and evaluation of software development and system deployment including developing and documenting test plans and procedures, conducting testing, and evaluating and documenting results. Shall be familiar with standards/regulations governing software acceptance test and evaluation. Requires Bachelor's degree or equivalent, and one to four years of related experience.
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**IntelliCatch Authorized GSA MAS Pricelist**

*Effective February 8, 2020*