Multiple Award Schedule (MAS)

Contract Number: GS-35F-0008T

General Services Administration
Federal Supply Service Authorized
Federal Supply Schedule Pricelist

Period Covered by Contract: 10/01/2006 - 09/30/2021
Current through: Modification #A821, dated 06/22/2020

Spry Methods, Inc.
1420 Spring Hill Road Suite 300
McLean, Virginia, 22102
Attn: Edward Kim
o: 703.600.7779
f: 703.600.7799
e: contracts@sprymethods.com

Spry Methods, Inc. (Spry) is a Small Business
CAGE code: 3HD17
DUNS Number: 135174253
Tax Identification Number (TIN): 54-2037959

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SIN 54151S - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES
FPDS Code D307 Automated Information Systems Design and Integration Services

SIN 54151HACS – HIGHLY ADAPTIVE CYBERSECURITY SERVICES (HACS)

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

SIN OLM - ORDER-LEVEL MATERIALS

Order-Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Federal Supply Schedule (FSS) contract or FSS blanket purchase agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN) and are subject to a Not To Exceed (NTE) ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for which there is not a labor category specified in the FSS contract, other direct costs (separate from those under ODC SINs), and indirect costs. OLMs are purchased under the authority of the FSS Program and are not "open market items."

Items awarded under ancillary supplies/services or other direct cost (ODC) SINs are not OLMs. These items are defined, priced, and awarded at the FSS contract level, whereas OLMs are unknown before an order is placed. Ancillary supplies/services and ODC SINs are for use under all order type CLINs (Fixed-Price (FP), T&M, and LH), whereas the Order-Level Materials SIN is only authorized for use under T&M and LH order CLINs.

The Order-Level Materials SIN is only authorized for use in direct support of another awarded SIN. Price analysis For OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs. OLMs are defined and priced at the ordering activity level in accordance with GSAR clause 552.238-82 Special Ordering Procedures for the Acquisition of Order-Level Materials. Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF). The value of OLMs in a task or delivery order, or the cumulative value of OLMs in orders against an FSS BPA awarded under an FSS contract, cannot exceed 33.33%.
INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage! on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage! and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. Geographic Scope of Contract:
   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.

   Offerors are requested to check one of the following boxes:

   [ ] The Geographic Scope of Contract will be domestic and overseas delivery.

   [ ] The Geographic Scope of Contract will be overseas delivery only.

   [ X ] The Geographic Scope of Contract will be domestic delivery only.

2. Contractor's Ordering Address and Payment Information:
   Spry Methods Inc,
   Attn: Edward H. Kim
   1420 Spring Hill Road, Suite 300
   Mclean, VA 22102

   Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

   The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance: (703) 600-7779
3. Liability for Injury or Damage:
The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:
Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 13-5174253
Block 30: Type of Contractor - A Small Disadvantaged Business
Block 31: Woman-Owned Small Business - No
Block 36: Contractor's Taxpayer Identification Number (TIN): 54-203-7959

4a. System for Award Management (SAM):
Spry Methods is registered within the System for Award Management (SAM) database.
CAGE Code: 3HD17

5. FOB point: Destination

6. Delivery Schedule: As negotiated on a task order basis between the contractor and the ordering activity.

6b. Urgent Requirements:
When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. Discounts: *
a. Prompt Payment: 0% - 30 days from receipt of invoice or date of acceptance, whichever is later.

b. Quantity NONE
c. Dollar Volume NONE
d. Government Educational Institutions: Same as other government agencies
e. Other NONE

*Prices shown are NET Prices; Basic Discounts have been deducted.

8. Trade Agreements Act of 1979, as amended:
All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.
9. **Statement Concerning Availability of Export Packing:** N/A

10. **Minimum Order:**
The minimum dollar value of orders to be issued is $100.00.

11. **Maximum Order:** *
The Maximum Order value for Special Item Number 132-51 - Information Technology (IT) Professional Services and Special Item Number 132-45 - Highly Adaptive Cybersecurity Services (HACS) is $500,000.

*All dollar amounts are exclusive of any discount for prompt payment.

12. **Ordering Procedures for Federal Supply Schedule Contracts:**
Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.

b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. **Federal Information Technology/Telecommunication Standards Requirements:**
Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 **Federal Information Processing Standards Publications (FIPS PUBS):**
Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 **Federal Telecommunication Standards (FED-STDS):**
Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L’Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.
14. Contractor Tasks / Special Requirements (C-FSS-370) (NOV 2001)
(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub. L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor’s participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency’s order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency’s order.

(i) Government-Furnished Property: As specified by the agency’s order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies’ operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government’s obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. Contract Administration for Ordering Activities:
Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity’s convenience, and (m) Termination for Cause (See C.1.)
16. **GSA Advantage!**
GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

1. Manufacturer;
2. Manufacturer's Part Number; and
3. Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is http://www.gsaadvantage.gov/.

17. **Purchase of Open Market Items:**
NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) – referred to as open market items – to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

1. All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

2. The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;

3. The items are clearly labeled on the order as items not on the Federal Supply Schedule; and

4. All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. **Contractor Commitments, Warranties and Representations:**
a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

1. Time of delivery/installation quotations for individual orders;

2. Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/service/software package submitted in response to requirements which result in orders under this schedule contract.

3. Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
19. Overseas Activities:
The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

N/A

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. Blanket Purchase Agreements (BPAs):
The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. Contractor Team Arrangements:
Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. Installation, Deinstallation, Reinstallation:
The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of $2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. Section 508 Compliance:
If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) standard at the following address: www.Section508.gov/.

24. Prime Contractor Ordering from Federal Supply Schedules:
Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
(b) The following statement:

This order is placed under written authorization from _______ dated _______. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. Software Interoperability:
Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at http://www.sprymethods.com

27. Advance Payments:
A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 54151S)

1. SCOPE

   a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT 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

   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 in accordance with this clause.

   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.

Spry Methods, Inc.
(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.

5. 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.

6. 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.

7. 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.
8. 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.

9. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

—Contractor means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

—Contractor and its affiliates and —Contractor or its affiliates refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An —Organizational conflict of interest exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

10. 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.

11. 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.

12. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.
13. 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.

14. 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.

15. DESCRIPTION OF IT SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 and 132-52. IT 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 Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

Spry Methods offers a full range of systems design and integration services to our customers. We employ sound methodology from project inception for complex system design, and development, through program testing, verification and validation (IV&V), quality assurance (QA), deployment, and configuration management. Project design begins with a systems requirements analysis and fit-gap analysis, proceeds through testing, validation and go-live, and; ends with a system which was developed based on the emphasis of seamless, cost-effective design and integration of new technologies, upgraded systems and existing legacy capabilities. Spry Methods tailors commercial-off-the-shelf (COTS) applications, designs custom applications, and integrates those together with legacy systems to provide IT solutions that satisfy complex technical challenges while minimizing disruption of current operations/capabilities.
LABOR CATEGORY DESCRIPTIONS

INFORMATION TECHNOLOGY PROFESSIONAL SERVICES SPECIAL ITEM NUMBER (SIN) 54151S

BUSINESS PROCESS SPECIALIST

Functional Responsibility: Analyzes business processes to determine most efficient methods of accomplishing work. Uses computer-based and manual workflow analysis tools to study work procedures, information flows, production methods, inventory controls, and cost analyses. Documents findings and recommends new procedures, systems, and organizational changes, including staffing, equipment, and facility requirements. Monitors newly implemented systems to ensure smooth functioning. May install new systems and train operating staff. May conduct operational effectiveness reviews to ensure changes are applied and functioning as intended. Develops and maintains operating systems documentation and procedure manuals.

Minimum Education and Experience Requirements: B.S. in Computer Science or related field with 3-5 years’ relevant experience, or equivalent experience of 6 years in related field.

APPLICATION ARCHITECT ADVANCED

Position Description: Provide strategic guidelines to the application Maintenance teams.

Education and Experience: 8+ years of progressive experience, education, certifications, and / or direct customer knowledge.

Required Skills and Competencies:
Application Architect provides strategic guidelines to the application Maintenance teams by understanding all the applications from the following perspective:
- Interoperability capability
- Performance and scalability
- Reliability and availability
- Application lifecycle stage
- Technological risks
- Number of instances.

APPLICATION ARCHITECT INTERMEDIATE

Position Description: Provide strategic guidelines to the application Maintenance teams.

Education and Experience: 3-8 years of progressive experience, education, certifications, and / or direct customer knowledge.

Required Skills and Competencies:
Application Architect provides strategic guidelines to the application Maintenance teams by understanding all the applications from the following perspective:
- Interoperability capability
- Performance and scalability
- Reliability and availability
- Application lifecycle stage
- Technological risks
- Number of instances
DEVELOPER ADVANCED LEVEL I

Position Description: Implementation and support of development efforts of Applications (ex. Oracle, SAP, other COTS products, etc.).

Education and Experience: BS and 5 - 8 years of development work, progressive experience, education, certifications and / or customer knowledge

Required Skills and Competencies:
Ability to implement and support development efforts of the IT Applications (ex. Oracle, SAP etc.). Part of the technical team supporting 1 or more of the following areas:
- Specification
- Technical design and implementation
- Testing of applications components to support the users of the IT applications.

DEVELOPER ADVANCED LEVEL II

Position Description: Implementation and support of development efforts of Applications (ex. Oracle, SAP, other COTS products, etc.).

Education and Experience: Advanced degree and 8-12 years of development work, progressive experience, education, certifications and / or customer knowledge.

Required Skills and Competencies:
Ability to implement and support development efforts of the IT Applications (ex. Oracle, SAP etc.). Position leads a technical team including:
- Project planning and estimating
- Status reporting
- Employee mentoring
- Performance management
- Development process
- Contribution to strategic direction.

Position is responsible for the specification, technical design and implementation, and testing of applications components to support the users of the IT applications.

DEVELOPER ADVANCED LEVEL III

Position Description: Implementation and support of development efforts of Applications (ex. Oracle, SAP, other COTS products, etc.).

Education and Experience: Advanced degree and 12+ years of development work, progressive experience, education, certifications and / or customer knowledge.

Required Skills and Competencies:
- Ability to implement and support development efforts of the IT Applications (ex. Oracle, SAP, other COTS products, etc.). Ability to lead a technical team including:
  - Project planning and estimating
  - Status reporting
  - Employee mentoring
  - Performance management
  - Development process and contribution to strategic direction.

Position is responsible for the specification, technical design and implementation, and testing of applications components to support the users of the IT applications.
DEVELOPER INTERMEDIATE LEVEL I

Position Description: Implementation and support of development efforts of Applications (ex. Oracle, SAP, other COTS products, etc.).

Education and Experience: BS and 0-3 years of development work, progressive experience, education, certifications and/or customer knowledge.

Required Skills and Competencies:
Ability and skills to be a part of the technical team supporting 1 or more of the following areas:
- Specification
- Technical design and implementation
- Testing of applications components to support the users of the IT applications.

DEVELOPER INTERMEDIATE LEVEL II

Position Description: Implementation and support of development efforts of Applications (ex. Oracle, SAP, other COTS products, etc.).

Education and Experience: BS and 3-5 years of development work, progressive experience, education, certifications and/or customer knowledge.

Required Skills and Competencies:
Ability to implement and support development efforts of the IT Applications (ex. Oracle, SAP etc.). Part of the technical team supporting 1 or more of the following areas:
- Specification
- Technical design and implementation
- Testing of applications components to support the users of the IT applications.

HELP DESK ANALYST

Position Description: Help desk support of web-based application at the USDA Natural Resources Conservation Service IT Center. This position is the first point of contact for state, field office employees, and customers nationwide using software applications developed at the Center. This position will primarily provide Tier 2 support for Toolkit and Field Office CRM custom software applications developed at the Center. Responsibilities include:
- Logging incoming calls and emails into the CoLab tracking system, dispatching them to the appropriate personnel for resolution, and following up with developers and analysts to provide responses back to end users;
- Troubleshooting software application issues to resolution or to provide more accurate information to software developers and business staff to resolve issues;
- Organizing logs and keeping track of outstanding incidents.

Education and Experience:
- Bachelor’s Degree or equivalent experience
- Minimum 3 years’ software help desk experience

Required Skills and Competencies:
- Strong Microsoft Office Professional skills
- Excellent verbal and written communication skills
- Able to handle high volume workload in a fast-paced environment
- Excellent follow through and accuracy skills
- Effective organization and time management skills
- Strong analytical skills
- Ability to work on multiple efforts simultaneously
- A high degree of self-motivation, commitment and integrity
- Ability to maintain confidentiality
- Ability to work independently and in a team environment
- Strong interpersonal skills

The successful candidate is subject to a background investigation by the government and must be able to meet the requirements to hold a position of public trust.

**SENIOR IT SPECIALIST**

Position Description: This position may function as the Task Leader. Duties include:
- Writing complex code using languages such as COBOL, Prolog, Java, C++, or Visual Basic.
- May lead the efforts to update, repair, modify and expand existing programs.
- May perform programming activities using computer-aided software engineering (CASE) tools.
- Test programs to ensure the instructions are correct and it produces the desired information or function.
- Performs debugging activities.
- This function may work in a mainframe environment and may support the preparation of instructions for a computer operator.
- Supervising other lower level programmers and possibly managing a task.

Education and Experience Requirements: A Bachelor’s Degree in Computer Sciences or a related field or equivalent experience and 2-4 year of related work experience.

**SENIOR PROGRAMMER (C# .NET)**

Position Description: The candidate must be experienced with web and desktop application software design and development environments; experience with MS Reporting Services against relational, OLAP, and enterprise-scale databases. The candidate will assist in the development of custom reports for large data sets including natural resources, financial, and inventory planning data; will also assist with integration to GIS analysis applications. There are web farm operational deployment requirements including unit testing, load testing, staged deployment and tracking system software support. Responsibilities include:
- Develop code using MS Visual Studio in .NET and C# environments with an emphasis on both front-end methodologies including HTML, XML, XSLT, DHTML/XHTML, AJAX, JavaScript and server-side programming
- Design and develop enterprise reports using MS Reporting Services
- Interact with system designers and provide feedback on design modules
- Perform initial and regression unit testing (including load test analysis)
- Coordinate and prioritize application modifications and bug fixes
- Participate and contribute to a team approach to software development and problem solving
- Work well as part of a development team

Education and Experience: Candidate must have at least 4-6 years of Information Technology experience and four or more years of specialized experience in hands-on system applications design and development of web based applications in a team setting. At a minimum, a Bachelor’s Degree in Computer Science, Software Engineering or similar discipline is required.

Required Skills and Competencies:
- Microsoft .NET, C# and ASP.NET
• Microsoft Visual Studio 2005/2008
• Microsoft Reporting Services 2005
• Web Services and Service Oriented Architecture
• AJAX, HTML,DHTML/XHTML, JavaScript
• XML and XSLT programming
• Operating system experience with Windows XP and 2000/2003
• Documentation and Reporting skills
• Experience with source code management system (subversion, CVS, VSS)
• Familiarity with Microsoft Internet Information Server (IIS)
• Operating system experience with Windows XP and 2000/2003
• Desired Skills:
  • Business process analysis
  • Microsoft SQL Server 2000 & 2005 data mining/warehouse modeling
  • Arc Server programming experience
  • Cross-browser DHTML web design
  • TortoiseSVN/Subversion Source Code Control
  • Codebeamer – Web-based team collaboration and project management tool
  • Strong written and verbal communication skills
  • Test-Driven Design and agile (Scrum, XP) development experience
  • Familiarity with Microsoft Office Products including Visio

Successful candidate is subject to a background investigation by the government and must be able to meet the requirements to hold a position of public trust.

SOFTWARE TESTING SPECIALIST

Position Description: Quality Assurance/Test Engineer must be knowledgeable and experienced with web and desktop application software testing and quality assurance standards and practices, developing test requirements and procedures, performing tests of software functionality, performance, load, usability, and 508 compliance, Principal Responsibilities, Develop test plans and test cases, Develop automated tests and scripts, Perform manual and automated tests on software functionality, usability, and accessibility (508 compliance), Perform stress testing and performance testing. Manage bugs and error tracking. Compose and present test results to management. Coordinate and prioritize application modifications and bug fixes. Work with multiple development teams and software projects. Successful candidate is subject to investigation by the government and will be required to pass a background investigation.

Education and Experience: Four years of software quality assurance testing experience. Hands-on experience with developing test plans, test cases and prioritizing testing based on available resources. Bachelor’s Degree in Computer Science, Software Engineering or similar discipline, desired.

Required Skills and Competencies:
• Quality Assurance and Testing Methodologies
• Test Plan and Test Case Development
• Experience with automated testing applications like Silk Performer
• Microsoft SQL Server 2005 and SQL scripting
• Documentation and Reporting skills

Desired Skills:
• Microsoft Visual Studio 2005
• Microsoft C# and ASP.NET
• .NET, Web Services and Service Oriented Architecture

Spry Methods, Inc.
• Cross-browser DHTML web design
• JavaScript, HTML, XML, XSLT and SQL
• Microsoft Internet Information Server
• Operating system experience with Windows XP and Server 2003
• VMware Server/Desktop Virtualization
• Experience with the compliancy requirements of Section 508 of the Rehabilitation Act for web applications design.
• TortoiseSVN/Subversion Source Code Control
• CoLab – Web-based team collaboration and project management tool
• Microsoft Office Products including Visio and Project
• ESRI technologies including ArcSDE, ArcIMS, ArcGIS
• Scripting Proficiency (i.e. Cygwin, Dos, Bash, Perl, Python, and/or VBscript)

Successful candidate is subject to a background investigation by the government and must be able to meet the requirements to hold a position of public trust.

SUBJECT MATTER EXPERT

Functional Responsibility: Provides comprehensive support for difficult analysis and evaluation assignments. Performs and/or leads analysis and evaluation of existing or proposed processes, applications, systems, or software. Performs and/or leads project planning, scope, control, management, tracking, or review activities. Performs and/or leads analysis and evaluation throughout the process, application system, or software development life-cycle which includes, but is not limited to: planning, requirements, design, acquisition, development, integration, installation/deployment, performance tuning, testing, or training. Performs and/or leads document development/preparation at various stages of a project life-cycle (e.g. planning through implementation) to detail analysis results and solution recommendations. Serves as a liaison between functional and technical specialists at all levels. Uses methodologies, modeling/estimating techniques, tools, applications, systems, software, or databases at advanced levels to perform assigned tasks. Ensures compliance with, and/or may develop, the standards and organization requirements relative to specific assignments. May supervise/manage.

Minimum Education and Experience Requirements: PHD plus 1-5 years of relevant experience or MBA, MA, MS or equivalent with 3-5 years of relevant experience, or B.A., B.S., with 5-10 years of relevant experience.

SYSTEMS ADMINISTRATOR I

Functional Responsibility: Designs, implements, and maintains complex databases with respect to the operating system, access methods, access times, device allocation, validation checks, organization, protection and security, documentation, guidelines, and statistical methods. Maintains database dictionaries, monitors standards and procedures, and integrates system through database design. Designs codes, tests, debugs and documents operating system software. Supports quality assurance review and evaluation of new and existing software products.

Minimum Education and Experience Requirements: B.S. in Computer Science or related field with 3-5 years’ relevant experience, or equivalent experience of 5 years in related field.
IT ENGINEER 1

Functional Responsibility: Supports analysis and assists in defining IT architectures and requirements. Supports and assists in the design, development, testing, implementation, and installation of applications, computer hardware, software, and networking solutions aligned with organizational and program IT requirements and architectures.

Gathers and organizes technical information and user requirements about an organization’s mission, goals and needs, existing IT products, and ongoing IT initiatives. Works under close supervision of senior staff.

Minimum Education and Experience Requirements: Up to (3) years of information technology (IT) or related experience; has one (1) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.

IT ENGINEER 2

Functional Responsibility: Designs, develops, tests, implements, and installs computer hardware, software, applications and networking solutions aligned with organizational and program IT requirements and architectures. Gathers and organizes technical information and user requirements about an organization’s mission, goals and needs, existing IT products, and ongoing IT initiatives. Conducts analysis of IT architectures and requirements. Works under general supervision of senior staff.

Minimum Education and Experience Requirements: Combination of three (3) to six (6) years of information technology (IT) or related experience; has two (2) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Five years of experience may substitute for degree requirements.

IT ENGINEER 3

Functional Responsibility: May assist IT program director in task management, budgeting, technical oversight and quality assurance. Analyzes and defines IT enterprise-wide architectures. Designs, develops, tests, implements, and installs computer hardware, software, applications and networking solutions aligned with organizational and program IT requirements and architectures. Responsible for re-engineering IT and business processes, leads IT projects, oversees internal control and risk analysis and implements modern business methods and performance measurement techniques. Gathers and organizes technical information and user requirements on organizations and programs mission, goals and needs, existing IT products, and ongoing IT initiatives. Works under general supervision of senior staff.

Minimum Education and Experience Requirements: Combination of six (6) years of information technology (IT) or related experience; has five (5) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Eight years of experience may substitute for degree requirements.

IT ANALYST 1

Functional Responsibility: Supports and assist performing system analysis and evaluation of IT programs and systems, including the development of recommendations on design and concept formulation that can impact organization’s mission/business function. Analyst will assist in defining requirements and requirements gathering and provide recommendations on IT architecture, policy, and design guidance for systems, networks and applications. Assist in development of informational materials and provides instructions to teams in the activities at the appropriate skill level.
to accomplish the mission. Roles could include analyzing various applications, network or operating system architectures, security issues, and/or performing various analytical assessments. Works under close supervision of senior staff.

Minimum Education and Experience Requirements: Up to (3) years of information technology (IT) or related experience; has one (1) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.

IT ANALYST 2

Functional Responsibility: Conducts system analysis and evaluation of IT programs and systems, including the development of recommendations on design and concept formulation that can impact organization's mission/business function. Analyst will gather requirements and provide recommendations on IT architecture, policy, and design guidance for systems, networks and applications. Assist in development of informational materials and provides instructions to teams in the activities at the appropriate skill level to accomplish the mission. Roles could include analyzing various applications, network or operating system architectures, security issues, and/or performing various analytical assessments. Works under general supervision of senior staff.

Minimum Education and Experience Requirements: Combination of three (3) to six (6) years of information technology (IT) or related experience; has one (3) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.

IT ANALYST 3

Functional Responsibility: May assist program director in task management, budgeting, technical oversight and quality assurance. Conducts system analysis and evaluation of IT programs and systems, including the development of recommendations on design and concept formulation that can impact organization's mission/business function. Analyst will gather requirements and provide recommendations on IT architecture, policy, and design guidance for systems, networks and applications. Assist in development of informational materials and provides instructions to teams in the activities at the appropriate skill level to accomplish the mission. Roles could include analyzing various applications, network or operating system architectures, security issues, and/or performing various analytical assessments. Works under general supervision of senior staff.

Minimum Education and Experience Requirements: Combination of six (6) years of information technology (IT) or related experience; has one (4) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.

PRINCIPAL ENGINEER

Functional Responsibility: Performs strategic systems planning and development and employs engineering methods and operational knowledge. Broad understanding of system components and connections to verify and validate designs and builds. Provides technical direction to engineering staff and incorporates other disciplines on engineering projects, forming a cohesive development process that spans from system initiation to disposal. The individual will provide IT services to business and IT programs pertaining to system design, engineering and implementation while promoting the protection, availability, integrity and confidentiality of customer, vendor, employee, and business
information in compliance with organization policies and standards.

Minimum Education and Experience Requirements: Combination of six (6) years of information technology (IT) or related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related scientific discipline or specialist certification in a particular field or offering.

**IT PROGRAM DIRECTOR**

Functional Responsibility: The IT Program Director provides leadership and overall technical direction; enforces work standards; and solves technical, administrative, and management problems. Serves as the single authorized interface with management personnel. Responsible for the direction of complex program(s) and function(s). Directs the efforts of a number or professional staff in for technology efforts carrying out the tasks necessary to meet the customer's mission, business and technology requirements. Must have in-depth knowledge of the area for which the responsibility is given. Meets with customer and contractor personnel to develop and review program plans, schedules, assignments and cost to ensure conformance.

Minimum Education and Experience Requirements: Combination of eight (8) years of information technology (IT) or related experience; has five (5) years program management experience. Bachelor's Degree in Computer Science, Engineering, or Information Systems, or other related scientific discipline.

**IT Engineer I (Top Secret)**

Functional Responsibility: Supports analysis and assists in defining IT architectures and requirements. Supports and assist in the design, development, testing, implementation, and installation of applications, computer hardware, software, and networking solutions aligned with organizational and program IT requirements and architectures. Gathers and organizes technical information and user requirements about an organization's mission, goals and needs, existing IT products, and ongoing IT initiatives. Works under close supervision of senior staff.

Minimum Education and Experience Requirements: Up to (3) years of information technology (IT) or related experience; has one (1) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.

**IT Engineer 2 (Top Secret)**

Functional Responsibility: Designs, develops, tests, implements, and installs computer hardware, software, applications and networking solutions aligned with organizational and program IT requirements and architectures. Gathers and organizes technical information and user requirements about an organization's mission, goals and needs, existing IT products, and ongoing IT initiatives. Conducts analysis of IT architectures and requirements. Works under general supervision of senior staff.

Minimum Education and Experience Requirements: Combination of three (3) to six (6) years of information technology (IT) or related experience; has two (2) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Five years of experience may substitute for degree requirements.
IT Engineer 3 (Top Secret)

Functional Responsibility: May assist IT program director in task management, budgeting, technical oversight and quality assurance. Analyzes and defines IT enterprise-wide architectures. Designs, develops, tests, implements, and installs computer hardware, software, applications and networking solutions aligned with organizational and program IT requirements and architectures. Responsible for re-engineering IT and business processes, leads IT projects, oversees internal control and risk analysis and implements modern business methods and performance measurement techniques. Gathers and organizes technical information and user requirements on organizations and programs mission, goals and needs, existing IT products, and ongoing IT initiatives. Works under general supervision of senior staff.

Minimum Education and Experience Requirements: Combination of six (6) years of information technology (IT) or related experience; has five (5) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Eight years of experience may substitute for degree requirements.

Principal Engineer (Top Secret)

Functional Responsibility: Performs strategic systems planning and development and employs engineering methods and operational knowledge. Broad understanding of system components and connections to verify and validate designs and builds. Provides technical direction to engineering staff and incorporates other disciplines on engineering projects, forming a cohesive development process that spans from system initiation to disposal. The individual will provide IT services to business and IT programs pertaining to system design, engineering and implementation while promoting the protection, availability, integrity and confidentiality of customer, vendor, employee, and business information in compliance with organization policies and standards.

Minimum Education and Experience Requirements: Combination of six (6) years of information technology (IT) or related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related scientific discipline or specialist certification in a particular field or offering.

IT Program Director (Top Secret)

Functional Responsibility: The IT Program Director provides leadership and overall technical direction; enforces work standards; and solves technical, administrative, and management problems. Serves as the single authorized interface with management personnel. Responsible for the direction of complex program(s) and function(s). Directs the efforts of a number or professional staff in for technology efforts carrying out the tasks necessary to meet the customer’s mission, business and technology requirements. Must have in-depth knowledge of the area for which the responsibility is given. Meets with customer and contractor personnel to develop and review program plans, schedules, assignments and cost to ensure conformance.

Minimum Education and Experience Requirements: Combination of eight (8) years of information technology (IT) or related experience; has five (5) years program management experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related scientific discipline.
Vendor suitability for offering services through the Highly Adaptive Cybersecurity Services (HACS) SIN must be in accordance with the following laws and standards when applicable to the specific task orders, including but not limited to:

- Federal Acquisition Regulation (FAR) Part 52.204-21
- OMB Memorandum M-17-12 - Preparing for and Responding to a Breach of Personally Identifiable Information (PII)
- OMB Memorandum M-19-03 - Strengthening the Cybersecurity of Federal Agencies by enhancing the High Value Asset Program
- 2017 Report to the President on Federal IT Modernization
- The Cybersecurity National Action Plan (CNAP)
- NIST SP 800-14 - Generally Accepted Principles and Practices for Securing Information Technology Systems
- NIST SP 800-27A - Engineering Principles for Information Technology Security (A Baseline for Achieving Security)
- NIST SP 800-30 - Guide for Conducting Risk Assessments
- NIST SP 800-35 - Guide to Information Technology Security Services
- NIST SP 800-44 - Guidelines on Securing Public Web Servers
- NIST SP 800-48 - Guide to Securing Legacy IEEE 802.11 Wireless Networks
- NIST SP 800-53 – Security and Privacy Controls for Federal Information Systems and Organizations
- NIST SP 800-61 - Computer Security Incident Handling Guide
- NIST SP 800-64 - Security Considerations in the System Development Life Cycle
- NIST SP 800-82 - Guide to Industrial Control Systems (ICS) Security
- NIST SP 800-86 - Guide to Integrating Forensic Techniques into Incident Response
- NIST SP 800-115 - Technical Guide to Information Security Testing and Assessment
- NIST SP 800-137 - Information Security Continuous Monitoring (ISCM) for Federal Information Systems and Organizations
- NIST SP 800-153 - Guidelines for Securing Wireless Local Area Networks (WLANs)
- NIST SP 800-171 - Protecting Controlled Unclassified Information in non-federal Information Systems and Organizations

1. SCOPE
   a. The labor categories, prices, terms and conditions stated under Special Item Number 132-45 Highly Adaptive Cybersecurity Services (HACS) apply exclusively to Highly Adaptive Cybersecurity Services within the scope of this Information Technology Schedule.
   b. Services under this SIN are limited to Highly Adaptive Cybersecurity Services only. Software and hardware products are under different Special Item Numbers on IT Schedule 70 (e.g. 132-32, 132-33, 132-8), and may be quoted along with services to provide a total solution.
   c. This SIN provides ordering activities with access to Highly Adaptive Cybersecurity services only.
   d. Highly Adaptive Cybersecurity Services provided under this SIN shall comply with all Cybersecurity certifications and industry standards as applicable pertaining to the type of services as specified by ordering agency.
e. SCOPE:

132-45 Highly Adaptive Cybersecurity Services (HACS) - SUBJECT TO COOPERATIVE PURCHASING - includes proactive and reactive cybersecurity services that improve the customer’s enterprise-level security posture.

The scope of this category encompasses a wide range of fields that include, but are not limited to, Risk Management Framework (RMF) services, information assurance (IA), virus detection, network management, situational awareness and incident response, secure web hosting, and backup and security services.

The seven-step RMF includes preparation, information security categorization; control selection, implementation, and assessment; system and common control authorizations; and continuous monitoring. RMF activities may also include Information Security Continuous Monitoring Assessment (ISCMA) which evaluate organization-wide ISCM implementations, and also Federal Incident Response Evaluations (FIREs), which assess an organization’s incident management functions.

The scope of this category also includes Security Operations Center (SOC) services. The SOC scope includes services such as: 24x7x365 monitoring and analysis, traffic analysis, incident response and coordination, penetration testing, anti-virus management, intrusion detection and prevention, and information sharing.

HACS vendors are able to identify and protect a customer’s information resources, detect and respond to cybersecurity events or incidents, and recover capabilities or services impaired by any incidents that emerge.

Sub-Categories - (not all vendors have been placed within the following subcategories. To view a complete list of vendors, click on the SIN)

- High Value Asset (HVA) Assessments include Risk and Vulnerability Assessment (RVA) which assesses threats and vulnerabilities, determines deviations from acceptable configurations, enterprise or local policy, assesses the level of risk, and develops and/or recommends appropriate mitigation countermeasures in operational and non-operational situations. The services offered in the RVA subcategory include Network Mapping, Vulnerability Scanning, Phishing Assessment, Wireless Assessment, Web Application Assessment, Operating System Security Assessment (OSSA), Database Assessment, and Penetration Testing. Security Architecture Review (SAR) evaluates a subset of the agency’s HVA security posture to determine whether the agency has properly architected its cybersecurity solutions and ensures that agency leadership fully understands the risks inherent in the implemented cybersecurity solution. The SAR process utilizes in-person interviews, documentation reviews, and leading practice evaluations of the HVA environment and supporting systems. SAR provides a holistic analysis of how an HVA’s individual security components integrate and operate, including how data is protected during operations. Systems Security Engineering (SSE) identifies security vulnerabilities and minimizes or contains risks associated with these vulnerabilities spanning the Systems Development Life Cycle. SSE focuses on, but is not limited to the following security areas: perimeter security, network security, endpoint security, application security, physical security, and data security.

- Risk and Vulnerability Assessment (RVA) assesses threats and vulnerabilities, determines deviations from acceptable configurations, enterprise or local policy, assesses the level of risk, and develops and/or recommends appropriate mitigation countermeasures in operational and non-operational situations. The services offered in the RVA sub-category include Network Mapping, Vulnerability Scanning, Phishing Assessment, Wireless Assessment, Web Application Assessment, Operating System Security Assessment (OSSA), Database Assessment, and Penetration Testing.
• Cyber Hunt activities respond to crises or urgent situations within the pertinent domain to mitigate immediate and potential threats. Cyber Hunts start with the premise that threat actors known to target some organizations in a specific industry or with specific systems are likely to also target other organizations in the same industry or with the same systems.

• Incident Response services help organizations impacted by a cybersecurity compromise determine the extent of the incident, remove the adversary from their systems, and restore their networks to a more secure state.

• Penetration Testing is security testing in which assessors mimic real-world attacks to identify methods for circumventing the security features of an application, system, or network.

f. 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. ORDER
   a. Agencies may use written orders, Electronic Data Interchange (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.

3. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.
   b. The Contractor agrees to render services 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 Highly Adaptive Cybersecurity 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. All travel will be agreed upon with the client prior to the Contractor’s travel.

4. INSPECTION OF SERVICES
   Inspection of services is in accordance with 552.212-4 - CONTRACT TERMS AND CONDITIONS– COMMERCIAL ITEMS (Jan 2017) & (ALTERNATE I-Jan 2017) for Time-and-Materials and Labor-Hour orders placed under this contract.

5. 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 (May 2014) Rights in Data – General, may apply.
The Contractor shall comply with contract clause (52.204-21) to the Federal Acquisition Regulation (FAR) for the basic safeguarding of contractor information systems that process, store, or transmit Federal data received by the contract in performance of the contract. This includes contract documents and all information generated in the performance of the contract.

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY
   Subject to the ordering activity security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite Highly Adaptive Cybersecurity Services.

7. INDEPENDENT CONTRACTOR
   All Highly Adaptive Cybersecurity 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.

8. ORGANIZATIONAL CONFLICTS OF INTEREST
   a. Definitions.
      “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

      “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

      An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

   b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

9. INVOICES
   The Contractor, upon completion of the work ordered, shall submit invoices for Highly Adaptive Cybersecurity 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.

10. RESUMES
    Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.
11. APPROVAL OF SUBCONTRACTS
   The ordering activity may require that the Contractor receive, from the ordering activity Contracting Officer, written
   consent before placing any subcontract for furnishing any of the work called for in a task order.

12. DESCRIPTION OF HIGHLY ADAPTIVE CYBERSECURITY SERVICES AND PRICING
   a. The Contractor shall provide a description of each type of Highly Adaptive Cybersecurity Service offered under
      Special Item Number 132-45 for Highly Adaptive Cybersecurity Services and it 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 Highly Adaptive Cybersecurity Services shall be in accordance with the Contractor’s customary
      commercial practices; e.g., hourly rates, minimum general experience and minimum education.
LABOR CATEGORY DESCRIPTIONS
HIGHLY ADAPTIVE CYBERSECURITY SERVICES (HACS)
SPECIAL ITEM NUMBERS 54151HACS

Cybersecurity Engineer 1

Functional Responsibility: Analyzes and defines security architectures and requirements. Designs, develops, engineers, and implements solutions aligned with organizational security requirements and architectures. Gathers and organizes technical information about an organization's mission, goals and needs, existing security products, and ongoing security initiatives. Can perform duties with minimum supervision and direction. Roles could include penetration testing, developer, vulnerability scanning.

Minimum Education and Experience Requirements: Up to (3) years of information technology (IT) or related experience; has one (1) years of direct IT related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.

Cybersecurity Engineer 2

Functional Responsibility: Analyzes and defines security architectures and requirements. Designs, develops, engineers, and implements solutions aligned with organizational security requirements and architectures. Gathers and organizes technical information about an organization's mission, goals and needs, existing security products, and ongoing security initiatives. Can perform duties with minimum supervision and direction.

Minimum Education and Experience Requirements: Combination of three (3) to six (6) years of information technology (IT) or related experience; has two (2) years of direct security related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Five years of experience may substitute for degree requirements.

Cybersecurity Engineer 3

Functional Responsibility: Analyzes and defines security architectures and requirements. Designs, develops, engineers, and implements solutions aligned with organizational security requirements and architectures. Gathers and organizes technical information about an organization's mission, goals and needs, existing security products, and ongoing security initiatives. Performs daily supervision and direction to staff.

Minimum Education and Experience Requirements: Combination of six (6) years of information technology (IT) or related experience; has five (5) years of direct security related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Eight years of experience may substitute for degree requirements.
Information Assurance Analyst 1

Functional Responsibility: Analyst will provide support to security architecture, policy, and design guidance for systems and networks. Analyst will also provide junior level certification and accreditation support for applications, systems, and networks in accordance with appropriate customer policies. Helps develop materials and provide instructions to teams in the C&A activities at the appropriate skill level to accomplish the mission. Roles could include plan of action and milestone analysis, privacy analysis, policy analysis. Documentation support could include scan results, system security plans (SSPs), system assessment plans (SAPs), system assessment reports (SARs), contingency plans etc.

Minimum Education and Experience Requirements: Up to (3) years of information technology (IT) or related experience; has one (1) years of direct security related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.

Information Assurance Analyst 2

Functional Responsibility: Analyst will provide support to security architecture, policy, and design guidance for systems and networks. Can perform duties with minimum supervision and direction. Analyst will also provide mid-level certification and accreditation support for applications, systems, and networks in accordance with appropriate customer policies. Helps develop materials and provide instructions to teams in the C&A activities at the appropriate skill level to accomplish the mission. Will support defining and assessing appropriate security procedures, network access rules, configuration management, and technical controls. Roles could include developing risk assessment schedules, reviewing continuous monitoring and vulnerability scans. Primary resource for development of scan results, system security plans (SSPs), system assessment plans (SAPs), system assessment reports (SARs), contingency plans.

Minimum Education and Experience Requirements: Combination of three (3) to six (6) years of information technology (IT) or related experience; has one (3) years of direct security related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.

Information Assurance Analyst 3

Functional Responsibility: Senior Information Analyst will provide security architecture, policy, and design guidance for systems and networks. Analyst would be looked to as a senior role on the team as a task lead that could develop and define resource and assessment schedules. Senior Analyst will also provide certification and accreditation support for applications, systems, and networks in accordance with appropriate customer policies. Reviews materials and provide instructions to teams in the C&A activities at the appropriate skill level to accomplish the mission. Will lead defining and assessing appropriate security procedures, network access rules, configuration management, and technical controls. Primary resource for development of scan results, system security plans (SSPs), system assessment plans (SAPs), system assessment reports (SARs), contingency plans.

Minimum Education and Experience Requirements: Combination of six (6) years of information technology (IT) or related experience; has one (4) years of direct security related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related discipline. Three years of experience may substitute for degree requirements.
Security Program Manager

Functional Responsibility: Responsible for the direction of complex program(s) and function(s). Directs the efforts of a number or professional staff in carrying out the tasks necessary to meet the customer’s requirements. Must have in-depth knowledge of the area for which the responsibility is given. Meets with customer and contractor personnel to develop and review program plans, schedules, assignments and cost to ensure conformance.

Minimum Education and Experience Requirements: Combination of eight (8) years of information technology (IT) or related experience; has five (5) years program management experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related scientific discipline.

Security Subject Matter Expert

Functional Responsibility: Responsible for the cyber security best practices or in a very particular or specialist field. The individual will provide security services to business and IT programs pertaining to system design, engineering and implementation while promoting the protection, integrity and confidentiality of customer, vendor, employee, and business information in compliance with organization policies and standards.

Minimum Education and Experience Requirements: Combination of six (6) years of information technology (IT) or related experience. Bachelor’s Degree in Computer Science, Engineering, or Information Systems, or other related scientific discipline or specialist certification in a particular field or offering.

Education and Experience Matrix

Education and experience may be substituted for each other. Each year of experience may be substituted for 1 year of education, and vice versa. In additional certifications, professional licenses, and vocational technical training may be substituted for experience and education.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Equivalence</th>
<th>Other Equivalence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associates</td>
<td>High School degree+ 1-year relevant experience</td>
<td>Vocational or technical training in work-related field</td>
</tr>
<tr>
<td>Bachelors</td>
<td>Associate’s degree + 2 years’ relevant experience, or high school degree +4 years’ relevant experience</td>
<td>Professional Certification</td>
</tr>
<tr>
<td>Masters</td>
<td>Bachelor’s + 2 years’ relevant experience, Associate’s + 4 years’ relevant experience</td>
<td>2 Professional Certifications or Professional License</td>
</tr>
</tbody>
</table>
The following are the rates* for each labor category. The rates identified below are subject to an increase of up to 15% for contracts requiring greater than a SECRET level clearance.

<table>
<thead>
<tr>
<th>SERVICE PROPOSED (e.g. Job Title/Task)</th>
<th>PRICE OFFERED TO GSA (including IFF)</th>
<th>PRICE OFFERED TO GSA (including IFF)</th>
<th>PRICE OFFERED TO GSA (including IFF)</th>
<th>PRICE OFFERED TO GSA (including IFF)</th>
<th>PRICE OFFERED TO GSA (including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Process Specialist</td>
<td>$146.60</td>
<td>$146.60</td>
<td>$146.60</td>
<td>$149.53</td>
<td>$152.52</td>
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<tr>
<td>Application Architect Intermediate</td>
<td>$106.51</td>
<td>$106.51</td>
<td>$106.51</td>
<td>$108.63</td>
<td>$110.81</td>
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<tr>
<td>Application Architect Advanced</td>
<td>$149.48</td>
<td>$149.48</td>
<td>$149.48</td>
<td>$152.47</td>
<td>$155.53</td>
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<tr>
<td>Developer Advanced Level I</td>
<td>$124.26</td>
<td>$124.26</td>
<td>$124.26</td>
<td>$126.75</td>
<td>$129.29</td>
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<tr>
<td>Developer Advanced Level II</td>
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<td>$128.61</td>
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<td>$133.80</td>
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<td>$142.01</td>
<td>$142.01</td>
<td>$144.85</td>
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<tr>
<td>Developer Intermediate Level I</td>
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<td>$95.35</td>
<td>$95.35</td>
<td>$97.25</td>
<td>$99.19</td>
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<tr>
<td>Developer Intermediate Level II</td>
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<td>$105.29</td>
<td>$105.29</td>
<td>$107.40</td>
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<tr>
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<td>$51.21</td>
<td>$51.21</td>
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<tr>
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<td>$65.52</td>
<td>$65.52</td>
<td>$66.83</td>
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<td>Sr. IT Specialist</td>
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<td>$74.85</td>
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<td>Sr. Programmer (C# .NET/MS Reporting Services)</td>
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<td>$63.88</td>
<td>$63.88</td>
<td>$65.16</td>
<td>$66.46</td>
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<tr>
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<td>$244.33</td>
<td>$244.33</td>
<td>$249.22</td>
<td>$254.21</td>
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<tr>
<td>Systems Administrator I</td>
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<td>$107.51</td>
<td>$107.51</td>
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<td>$111.85</td>
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<tr>
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<td>$127.25</td>
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<tr>
<td>IT Engineer 3</td>
<td>N/A</td>
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<td>$119.38</td>
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<td>IT Analyst 3</td>
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<td>$128.10</td>
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<td>N/A</td>
<td>$158.37</td>
<td>$161.53</td>
<td>$164.77</td>
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<tr>
<td>IT Program Director</td>
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<td>N/A</td>
<td>$133.85</td>
<td>$136.53</td>
<td>$139.26</td>
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<tr>
<td>IT Engineer I (Top Secret)</td>
<td>N/A</td>
<td>N/A</td>
<td>$119.96</td>
<td>$122.36</td>
<td>$124.81</td>
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<tr>
<td>IT Engineer 2 (Top Secret)</td>
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<td>N/A</td>
<td>$140.65</td>
<td>$143.47</td>
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<td>IT Engineer 3 (Top Secret)</td>
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<tr>
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<td>N/A</td>
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<td>$108.29</td>
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<tr>
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<td>N/A</td>
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<td>$137.28</td>
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<tr>
<td>Principal (Top Secret)</td>
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<td>N/A</td>
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<td>N/A</td>
<td>$153.93</td>
<td>$157.02</td>
<td>$160.16</td>
</tr>
</tbody>
</table>

*Above Rates effective June 12, 2019
## HIGHLY ADAPTIVE CYBERSECURITY SERVICES (HACS) LABOR CATEGORIES SIN 54151 HACS GSA RATES

The following are the rates* for each labor category. The rates identified below are subject to an increase of up to 15% for contracts requiring greater than a SECRET level clearance.

<table>
<thead>
<tr>
<th>SERVICE PROPOSED (e.g. Job Title/Task)</th>
<th>PRICE OFFERED TO GSA (including IFF)</th>
<th>Year 1 10/1/2016 - 9/30/2017</th>
<th>Year 2 10/1/2017 - 9/30/2018</th>
<th>Year 3 10/1/2018 - 9/30/2019</th>
<th>Year 4 10/1/2019 - 9/30/2020</th>
<th>Year 5 10/1/2020 - 9/30/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cybersecurity Engineer 1</td>
<td>N/A</td>
<td>$93.97</td>
<td>$95.76</td>
<td>$97.58</td>
<td>$99.44</td>
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<tr>
<td>Cybersecurity Engineer 2</td>
<td>N/A</td>
<td>$119.23</td>
<td>$121.50</td>
<td>$123.81</td>
<td>$126.16</td>
<td></td>
</tr>
<tr>
<td>Cybersecurity Engineer 3</td>
<td>N/A</td>
<td>$153.37</td>
<td>$156.28</td>
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<td>Information Security Analyst 1</td>
<td>N/A</td>
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<td>$99.20</td>
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<td>$103.01</td>
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<tr>
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<tr>
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<td>$115.15</td>
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<td>$119.57</td>
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<tr>
<td>Cybersecurity Engineer 1 (Top Secret)</td>
<td>N/A</td>
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<td>$110.13</td>
<td>$112.22</td>
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<td>Cybersecurity Engineer 2 (Top Secret)</td>
<td>N/A</td>
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<td>$139.73</td>
<td>$142.38</td>
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</tr>
<tr>
<td>Cybersecurity Engineer 3 (Top Secret)</td>
<td>N/A</td>
<td>$176.37</td>
<td>$179.73</td>
<td>$183.14</td>
<td>$186.62</td>
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<td>Information Security Analyst 1 (Top Secret)</td>
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<td>$111.95</td>
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<tr>
<td>Information Security Analyst 2 (Top Secret)</td>
<td>N/A</td>
<td>$121.92</td>
<td>$124.24</td>
<td>$126.60</td>
<td>$129.01</td>
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<tr>
<td>Information Security Analyst 3 (Top Secret)</td>
<td>N/A</td>
<td>$142.99</td>
<td>$145.71</td>
<td>$148.48</td>
<td>$151.30</td>
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<tr>
<td>Cyber Security Subject Matter Expert (Top Secret)</td>
<td>N/A</td>
<td>$142.26</td>
<td>$144.96</td>
<td>$147.71</td>
<td>$150.52</td>
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<tr>
<td>Cyber Security Program Manager (Top Secret)</td>
<td>N/A</td>
<td>$129.95</td>
<td>$132.42</td>
<td>$134.94</td>
<td>$137.50</td>
<td></td>
</tr>
</tbody>
</table>

* Above Rates effective October 1, 2017
USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact Edward H. Kim, President, (Tel) 703.600.7780, (Fax) 703.600.7799, ekim@sprymethods.com
BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)__________________.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity Date Contractor Date

BPA NUMBER____________

(CUSTOMER NAME) BLANKET PURCHASE AGREEMENT

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

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

MODEL NUMBER/PART NUMBER *SPECIAL BPA DISCOUNT/PRICE

(2) Delivery:

DESTINATION DELIVERY SCHEDULES / DATES

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

(4) This BPA does not obligate any funds.

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

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

OFFICE POINT OF CONTACT

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.
(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a) Name of Contractor;
(b) Contract Number;
(c) BPA Number;
(d) Model Number or National Stock Number (NSN);
(e) Purchase Order Number;
(f) Date of Purchase;
(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor’s invoice, the provisions of this BPA will take precedence.

******************************************************************************

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use ― Contractor Team Arrangements (see FAR 9.6) to provide solutions when responding to an ordering activity requirement.

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

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

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

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

Here is a general outline on how it works:

The customer identifies their requirements.

Federal Supply Schedule Contractors may individually meet the customer’s needs, or -

Federal Supply Schedule Contractors may individually submit a Schedules — Team Solution to meet the customer’s requirement.

Customers make a best value selection.