
**Authorized Federal Acquisition Service
Information Technology Schedule Pricelist
General Purpose Commercial Information Technology
Equipment, Software and Services**

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

FSC Group 70, SIN 132-32
TERM SOFTWARE LICENSES

FSC Group 71, SIN 134-34
MAINTENANCE OF SOFTWARE AS A SERVICE

FSC Group 70, SIN 132-50
TRAINING COURSES FOR INFORMATION
TECHNOLOGY EQUIPMENT AND SOFTWARE (FPDS Code U012)
and
FSC Group 70, SIN 132-51
INFORMATION TECHNOLOGY PROFESSIONAL SERVICES

(FPDS Code D302 - IT System Development Services FPDS Code D306 - IT Systems Analysis Services
FPDS Code D307 – Automated Information Systems Design & Integration Services FPDS Code D308 – Programming Services)

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.



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Contract Number: **GS-35F-0062J**

Period Covered by Contract: 11/04/2013 thru 11/03/2018 (Opt III)

General Services Administration
Federal Acquisition Service

Pricelist Current through Modification #PO-0037, dated 06/10/2015

Information Analysis Incorporated is a small business.

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

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Customer Information

1a. TABLE OF AWARDED SPECIAL ITEM NUMBER(S) WITH APPROPRIATE CROSS-REFERENCE TO ITEM DESCRIPTIONS AND AWARDED PRICE(S)

| SIN | See |
|---|-------------|
| 132-32 TERM SOFTWARE LICENSES | Pages 7-15 |
| 132-34 MAINTENANCE OF SOFTWARE AS A SERVICE | Pages 7-15 |
| 132-50 TRAINING COURSES FOR INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE | Pages 16-30 |
| 132-51 INFORMATION TECHNOLOGY PROFESSIONAL SERVICES | Pages 31-60 |

1b. IDENTIFICATION OF THE LOWEST PRICE MODEL NUMBER AND LOWEST PRICE UNIT FOR THAT MODEL FOR EACH SPECIAL ITEM NUMBER AWARDED IN THE CONTRACT

| SIN | PART NO. AND ITEM | Price |
|-------------------------------|-------------------------------|-----------|
| 132-32 TERM SOFTWARE LICENSES | NT 201 Neo4j Discovery Bundle | \$ 33,368 |

1c. HOURLY LABOR RATES, COMMERCIAL JOB TITLES, EXPERIENCE, FUNCTIONAL RESPONSIBILITY, AND EDUCATION

| SIN | See |
|---|-------------|
| 132-51 INFORMATION TECHNOLOGY PROFESSIONAL SERVICES | Pages 39-60 |

2. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment)

| | |
|--|---------------------|
| SIN 132-32 – Term Software Licenses | \$500,000 per order |
| SIN 132-34 – Maintenance of Software as a Service | \$500,000 per order |
| SIN 132-50 - Training Courses for IT Equipment & Software | \$25,000 per order |
| SIN 132-51 - Information Technology (IT) Professional Services | \$500,000 per order |

3. MINIMUM ORDER

All SIN's \$100 per order

4. GEOGRAPHIC COVERAGE (DELIVERY AREA)

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Coverage will be domestic and overseas delivery.
- The Geographic Coverage will be overseas delivery only.
- The Geographic Coverage will be domestic delivery only.

5. POINT(S) OF PRODUCTION

| | |
|-----------------------|------------------|
| SIN 132-32 | Sweden |
| SIN 132-50 AND 132-51 | Fairfax, VA, USA |

6. DISCOUNT FROM LIST PRICES OR STATEMENT OF NET PRICE

Prices shown are NET Prices. Basic discounts have been deducted.

7. QUANTITY DISCOUNTS

None

8. PROMPT PAYMENT DISCOUNTS

PPD: 0.25%-20 days - Net 30 days from receipt of invoice or date of acceptance, whichever is later.

Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. NOTIFICATION THAT GOVERNMENT PURCHASE CARDS AT OR BELOW THE MICRO-PURCHASE THRESHOLD

Purchase card orders below the micro-purchase threshold (currently \$2,500) will be accepted provided they exceed the minimum order limitation in paragraph 3 above.

9b. NOTIFICATION WHETHER GOVERNMENT PURCHASE CARDS ARE ACCEPTED OR NOT ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD

Purchase card orders exceeding the micro-purchase threshold will also be accepted, unless that order (or orders) is returned to the ordering office within 24 hours after receipt, with written notice stating the Contractor's intent not to provide the services called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under Schedule contracts by using the GSA *Advantage*® on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs.

10. FOREIGN ITEMS

All software currently offered under SIN 132-32, which are manufactured by Neo Technologies, are developed in Sweden.

11a. TIME OF DELIVERY

The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below.

| SPECIAL ITEM NUMBER | DELIVERY TIME (Days ARO) |
|---------------------|---|
| SIN 132-32 | Normally 15 days or as negotiated between IAI and the Ordering Activity |
| SIN 132-34 | Normally 15 days or as negotiated between IAI and the Ordering Activity |
| SIN 132-50 | Normally 90 days or as negotiated between IAI and the Ordering Activity |
| SIN 132-51 | Normally 90 days or as negotiated between IAI and the Ordering Activity |

11b. EXPEDITED DELIVERY

Items available for expedited delivery are noted in this price list. Contact contractor.

11c. OVERNIGHT AND 2-DAY DELIVERY

Overnight and 2-day delivery available. Contact contractor for rates for overnight and 2-day delivery.

11.d URGENT REQUIREMENTS

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies 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 agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. POINTS

F.O.B. Destination

13a. ORDERING ADDRESS

Orders and EDI ordering questions should be directed to:

Information Analysis Incorporated
Attn: GSA Schedule Program Manager
11240 Waples Mill Road, Suite 201
Fairfax, Virginia 22030
Telephone: (703) 383-3000, x7901
Fax: (703) 293-7979
E-mail: rderose@infoa.com

13.b ORDERING PROCEDURES

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. PAYMENT ADDRESS

Payment may be made by check, wire transfer, or Government purchase card.

Address checks to:

Information Analysis Incorporated
Attn: Accounting
11240 Waples Mill Road, Suite 201
Fairfax, Virginia 22030

Wire transfer information is available upon request.

For payment by Government Purchase Card:

Contact Matt Sands, Controller, at (703) 293-7925 or msands@infoa.com, for assistance.

15. WARRANTY PROVISION

- 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.

16. EXPORT PACKING CHARGES

Not Applicable.

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE

See paragraph 9 above.

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR

Not Applicable.

19. TERMS AND CONDITIONS OF INSTALLATION

Not Applicable.

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATIONG DATES OF PARTS PRICE LISTS AND DISCOUNTS FROM LIST PRICES

Not Applicable.

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES

Not Applicable.

21. LIST OF SERVICE AND DISTRIBUTION POINTS

Not Applicable.

22. LIST OF PARTICIPATING DEALERS

Not Applicable.

23. PREVENTATIVE MAINTENANCE

Not Applicable.

24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES

None.

24b. 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) at the following: www.infoa.com. The EIT standard can be found at: www.Section508.gov/.

25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER

IAI's DUNS number is: 01-670-0718

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE

IAI is registered in the System for Award Management (SAM) database.

**TERMS AND CONDITIONS APPLICABLE TO TERM SOFTWARE LICENSES
(SPECIAL ITEM NUMBER 132-32) AND MAINTENANCE OF SOFTWARE AS A
SERVICE (SPECIAL ITEM NUMBER 132-34) OF GENERAL PURPOSE
COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE**

1. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software at no increase in contract price. The ordering activity must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

2. ENTERPRISE USER LICENSE AGREEMENTS REQUIREMENTS (EULA)

The Contractor shall provide all Enterprise User License Agreements in an editable Microsoft Office (Word) format.

3. GUARANTEE/WARRANTY

a. Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.

The Manufacturer's standard commercial warranty applies.

Manufacturer: Neo Technology

Limited Software Warranty. Neo Technology represents and warrants to Licensee only (and not to any End User) that the Software when used for its intended purpose and in accordance with Neo Technology's instructions, will materially conform to Neo Technology's published specifications for a period of one (1) year from the date Licensee is first permitted to access and use the Software under Section 2(c) (Delivery and Acceptance) above. Licensee's sole and exclusive remedy, and Neo Technology's sole and exclusive liability for any breach of this warranty will be, at Neo Technology's sole discretion, to either fix the Software to remedy the defect or refund the applicable Software license fees paid by Licensee for the Software, in each case on condition that Licensee promptly notifies Neo Technology in writing of any alleged breach of this warranty within such one (1) year period. This warranty is null and void to the extent the Software: (i) fails to conform with this warranty as a result of its use with any third party hardware or software; or (ii) is used for an unintended purpose, is used other than in accordance with its published documentation or specifications, or is otherwise used in breach of this Agreement.

Disclaimer of Warranties. Except as expressly set forth above in this section: (i) the software and services are provided to licensee on an "as is" basis, with any and all faults, and without any warranty of any kind; and (ii) neo technology expressly disclaims all representations,

warranties and conditions whether express, implied, statutory, or otherwise, including without limitation, the implied warranties of merchantability, fitness for a particular purpose, satisfactory quality, and non-infringement of third party rights. Neo technology does not warrant that the software or services will meet licensee's or its end users' requirements, or that the operation of the software will be uninterrupted or error-free, or that defects in the software or services will be corrected. Licensee expressly acknowledges and agrees that the use of the software and services and all results of such use is solely at licensee's and its end users' own risk. No oral or written information or advice given by neo technology or its authorized representatives shall create a warranty or in any way increase the scope of any warranty. Some jurisdictions may not allow the exclusion and/or limitation of implied warranties or conditions, or allow limitations on how long an implied warranty lasts, so the above limitations or exclusions may not apply to licensee. In such event, neo technology's warranties and conditions with respect to the software and services will be limited to the greatest extent permitted by applicable law in such jurisdiction.

- b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract. If no implied warranties are given, an express warranty of at least 60 days must be given in accordance with FAR 12.404(b)(2).
- c. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

4. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number (800) 829-7614 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 12 a.m. to 11:59 p.m. EST

5 SOFTWARE MAINTENANCE

- a. Software Maintenance as it is defined (select software maintenance type):

 X 1. Software Maintenance as a Product.

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service.

Software Maintenance as a product is billed at the time of purchase.

X 2. Software Maintenance as a Service.

Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person-to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged commercially.

Software maintenance as a service is billed in arrears in accordance with 31 U.S.C. 3324.

b. Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324).

6. PERIODS OF TERM LICENSES (SIN 132-32) AND MAINTENANCE (SIN 132-34)

a. The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.

b. Term licenses may be discontinued by the ordering activity on thirty (30) calendar days written notice to the Contractor.

c. Annual Funding. When annually appropriated funds are cited on an order for term licenses and/or maintenance, the period of the term licenses shall automatically expire on September 30 of the contract period, or at the end of the contract period, whichever occurs first. Renewal of the term licenses and/or maintenance orders citing the new appropriation shall be required, if the term licenses and/or maintenance is to be continued during any remainder of the contract period.

d. Cross-Year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month (fiscal year) period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

e. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the term licenses and/or maintenance is to be terminated at that time. Orders for the continuation of term licenses and/or maintenance will be required if the term licenses are to be continued during the subsequent period.

7. CONVERSION FROM TERM LICENSE TO PERPETUAL LICENSE

(Reserved)

a. The ordering activity may convert term licenses to perpetual licenses for any or all software at any time following acceptance of software. At the request of the ordering activity the Contractor

shall furnish, within ten (10) calendar days, for each software product that is contemplated for conversion, the total amount of conversion credits which have accrued while the software was on a term license and the date of the last update or enhancement.

b. Conversion credits which are provided shall, within the limits specified, continue to accrue from one contract period to the next, provided the software remains on a term license within the ordering activity.

c. The term license for each software product shall be discontinued on the day immediately preceding the effective date of conversion from a term license to a perpetual license.

d. The price the ordering activity shall pay will be the perpetual license price that prevailed at the time such software was initially ordered under a term license, or the perpetual license price prevailing at the time of conversion from a term license to a perpetual license, whichever is the less, minus an amount equal to _____% of all term license payments during the period that the software was under a term license within the ordering activity.

8. TERM LICENSE CESSATION

(Reserved)

a. After a software product has been on a continuous term license for a period of _____* months, a fully paid-up, non-exclusive, perpetual license for the software product shall automatically accrue to the ordering activity. The period of continuous term license for automatic accrual of a fully paid-up perpetual license does not have to be achieved during a particular fiscal year; it is a written Contractor commitment which continues to be available for software that is initially ordered under this contract, until a fully paid-up perpetual license accrues to the ordering activity. However, should the term license of the software be discontinued before the specified period of the continuous term license has been satisfied, the perpetual license accrual shall be forfeited.

b. The Contractor agrees to provide updates and maintenance service for the software after a perpetual license has accrued, at the prices and terms of Special Item Number 132-34, if the licensee elects to order such services. Title to the software shall remain with the Contractor.

9. UTILIZATION LIMITATIONS (SIN 132-32 AND SIN 132-34)

a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.

b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:

(1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.

(2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at

one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.

(3) Except as is provided in paragraph 9.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.

(4) The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of Disaster Recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.

(5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

10. SOFTWARE CONVERSIONS (SIN 132-32 AND SIN 132-34)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system, or from one computer system to another. Under a term license (132-32), conversion credits which accrued while the earlier version was under a term license shall carry forward and remain available as conversion credits which may be applied towards the perpetual license price of the new version.

11. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

The Contractor shall include, in the schedule pricelist, a complete description of each software product and a list of equipment on which the software can be used. Also, included shall be a brief, introductory explanation of the modules and documentation which are offered.

12 RIGHT-TO-COPY PRICING

There is no Right-to-Copy pricing available. The federal government ordering activity has the right to copy one license – *at no charge or cost* - for backup/recovery purpose only.

13. DESCRIPTIONS OF SOFTWARE LICENSES AND PRICING

a. Products

Neo4j by Neo Technology

Neo4j is a high-performance, NOSQL graph database. A graph database is a database that uses graph structures with nodes, edges, and properties to represent and store data, and is based on graph theory. Graph databases, unlike their NOSQL and relational brethren, are designed for lightning fast access to complex data found in social networks, recommendation engines and networked systems. Graphs inherently are a very intuitive way to represent relationships between data. Graph databases differ in that the data *is* the structure. This provides a level of flexibility and resilience that is a great match for today's fast moving business and agile development methods.

Neo4j encompasses all of the features of a mature and robust database. The programmer works with an object-oriented, flexible network structure rather than with strict and static tables – yet enjoys all of the benefits of a fully transactional, enterprise-strength database. For many applications, Neo4j offers performance enhancements of up to 1000 times or more compared to relational databases.

Serving customers in production for over a decade, Neo4j is touted as the world's leading graph database with the largest ecosystem of partners and tens of thousands of successful deployments.

b. Operating System and Browser Compatibility

Operating Systems (OS)

Production Server – Linux, HP UX, Windows 2008

Development – Linux, HP UX, Windows 2008, Windows XP, Mac OS X

Browsers

Microsoft Internet Explorer 10 and higher

Safari 5 and higher

Google Chrome 21 and higher

Firefox 19 and higher

Opera 13 and higher

c. Pricing

GSA Schedule 70 pricing for SIN 132-32 is discounted for the first year at a percentage off of the commercial list price. All future price increases shall adhere to the EPA clause GSAR 552.216-70 Economic Price Adjustment for compliance with the GSA terms and conditions of this Schedule 70 Contract Award.

Neo4j Bundles are available by Annual Subscription. All prices are Annual Subscription prices.

The Neo4j database runtime is called an “Instance”. Clusters comprise multiple instances: normally three or more. Instances normally run on different machines / OSs, although multiple instances can be run on a single machine / OS. Each Neo4j instance runs inside of a corresponding Java Virtual Machine (JVM) instance.

For Neo4j instances running in virtualized environments, only the number of cores allotted to the virtual OS in which Neo4j is running need be licensed. For virtual machines running in EC2 and other virtualized Cloud platforms (such as SoftLayer, Oracle Cloud, et al.), “virtual cores” and “virtual CPUs” (vCPUs) each count as one core.

All Neo4j Bundles include a commercial license for Neo4j Enterprise Edition. The commercial license grants rights to the use of Neo4j Enterprise in commercial and/or federal and government projects on an annual / renewable basis, and includes Support in the GSA purchase price.

1. **Neo4j Enterprise Bundle** – Standard cluster for enterprise applications that are used by more than one department (or by a larger department), or by customer-facing applications. Neo4j Enterprise Bundle basic configuration includes:
 - a. 3 Production Instances (up to 8 Cores per Instance).
 - b. 3 Test Instances (no Core limit).
 - c. Premium Support: 24 x 7 / 1-hour response time for Severity 1 issues, email and phone.
 - d. **Unlimited number of licensed developers.**

| MFR Part # | Product Name / Description | Annual Subscription Price |
|------------|---|---------------------------|
| NT 010 | Neo4j Enterprise Bundle Base | \$ 189,188 |
| NT 011 | Additional Production Capacity (per Core) | 6,609 |
| NT 012 | Disaster Recovery (per Core) | 3,305 |
| NT 013 | Additional Test Instances (per Instance) | 4,957 |
| NT 014 | Additional Instance (up to 8 Cores) | 52,874 |
| NT 015 | 8-Core pack | 52,874 |
| NT 016 | 12-Core pack | 79,310 |
| NT 017 | 16-Core pack | 105,747 |
| NT 018 | 24-Core pack | 158,621 |

| | | |
|--------|--------------|---------|
| NT 019 | 32-Core pack | 211,494 |
|--------|--------------|---------|

2. **Neo4j Business Bundles – Premium Support** – A small cluster for use by a single department, for internal employee-facing applications. Neo4j Business Bundles – Premium Support include:
- Premium Support: 24 x 7 / 1-hour response time for Severity 1 issues, email and phone.
 - Unlimited number of licensed developers.**

| MFR Part # | Product Name / Description | Configuration | Annual Subscription Price |
|------------|---|---|---------------------------|
| NT 001 | Neo4j Business Bundle 1 Premium | 3 Production Instances (up to 4 Cores per Instance) 3 Test Instances (no Core Limit) | \$ 106,573 |
| NT 002 | Neo4j Business Bundle 2 Premium | 2 Production Instances (up to 4 Cores per Instance) 2 Test Instances (no Core Limit) | 71,049 |
| NT 003 | Additional Production Capacity (per Core) | | 6,609 |
| NT 004 | Additional Instance (up to 4 Cores) | | 26,437 |
| NT 005 | Additional Test Instances (per Instance) | | 4,957 |

3. **Neo4j Business Bundles – Standard Support** – A small cluster for use by a single department, for internal employee-facing applications. Neo4j Business Bundles – Standard Support include:
- Standard Support: 10 x 5 / 24-hour response time, email
 - Unlimited number of licensed developers.**

| MFR Part # | Product Name / Description | Configuration | Annual Subscription Price |
|------------|---|---|---------------------------|
| NT 501 | Neo4j Business Bundle 1 Standard | 3 Production Instances (up to 4 Cores per Instance) 3 Test Instances (no Core Limit) | \$ 85,259 |
| NT 502 | Neo4j Business Bundle 2 Standard | 2 Production Instances (up to 4 Cores per Instance) 2 Test Instances (no Core Limit) | 56,839 |
| NT 503 | Additional Production Capacity (per Core) | | 5,287 |
| NT 504 | Additional Instance (up to 4 Cores) | | 21,149 |
| NT 505 | Additional Test Instances (per Instance) | | 3,966 |

4. **Neo4j Discovery Bundle** – A small single-instance configuration for internal departmental applications. Neo4j Discovery Bundle basic configuration includes:
- a. 1 Production Instances (up to 4 Cores)
 - b. 1 Test Instances (no Core limit)
 - c. Standard Support: 10 x 5 / 24-hour response time, email
 - d. **Unlimited number of licensed developers.**

| MFR Part # | Product Name / Description | Annual Subscription Price |
|-------------------|--|----------------------------------|
| NT 201 | Neo4j Discovery Bundle | \$ 29,741 |
| NT 202 | Additional Production Capacity (per Core [single Instance only]) | 6,609 |
| NT 203 | Additional Test Instances (per Instance) | 4,957 |

**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF TRAINING
COURSES FOR GENERAL PURPOSE COMMERCIAL INFORMATION
TECHNOLOGY EQUIPMENT AND SOFTWARE (SPECIAL ITEM NUMBER 132-50)**

1. SCOPE

a. The Contractor shall provide training courses normally available to commercial customers, which will permit ordering activities users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.

b. The Contractor shall provide training at the Contractor's facility and/or at the ordering activity's location, as agreed to by the Contractor and the ordering activity.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPAs) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

3. TIME OF DELIVERY

The Contractor shall conduct training on the date (time, day, month, and year) agreed to by the Contractor and the ordering activity.

4. CANCELLATION AND RESCHEDULING

a. The ordering activity will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the ordering activity to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the ordering activity will modify its original training order to specify the time and date of the rescheduled training class.

b. In the event the ordering activity fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the ordering activity will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the ordering activity to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.

c. The ordering activity reserves the right to substitute one student for another up to the first day of class.

d. In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the ordering activity, the Contractor must notify the ordering activity at least seventy-two (72) hours before the scheduled training date.

5. FOLLOW-UP SUPPORT

The Contractor agrees to provide each student with unlimited telephone support for a period of one (1) year from the completion of the training course. During this period, the student may contact the Contractor's instructors for refresher assistance and answers to related course curriculum questions.

6. PRICE FOR TRAINING

The price that the ordering activity will be charged will be the ordering activity training price in effect at the time of order placement, or the ordering activity price in effect at the time the training course is conducted, whichever is less.

7. INVOICES AND PAYMENT

Invoices for training shall be submitted by the Contractor after ordering activity completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

8. FORMAT AND CONTENT OF TRAINING

a. The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings, printed and copied two-sided on paper containing 30% postconsumer materials (fiber). Such documentation will become the property of the student upon completion of the training class.

b. ****If applicable**** For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.

c. The Contractor shall provide each student with a Certificate of Training at the completion of each training course.

d. The Contractor shall provide the following information for each training course offered:

- (1) The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);
- (2) The length of the course;
- (3) Mandatory and desirable prerequisites for student enrollment;
- (4) The minimum and maximum number of students per class;
- (5) The locations where the course is offered;
- (6) Class schedules; and

(7) Price (per student, per class (if applicable)).

e. For those courses conducted at the ordering activity's location, instructor travel charges (if applicable), including mileage and daily living expenses (e.g., per diem charges) are governed by Pub. L. 99-234 and FAR Part 31.205-46, and are reimbursable by the ordering activity on orders placed under the Multiple Award Schedule, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts. The Industrial Funding Fee does NOT apply to travel and per diem charges.

f. For Online Training Courses, a copy of all training material must be available for electronic download by the students.

9. "NO CHARGE" TRAINING

The Contractor shall describe any training provided with equipment and/or software provided under this contract, free of charge, in the space provided below.

n/a

10. DESCRIPTION OF TRAINING COURSES AND PRICING

10.a. Open Enrollment

To help you maximize use of the Adobe family of products, which are designed to save your organization time and money, and streamline your business processes, IAI offers a comprehensive line of training services, ranging from classroom workshops led by industry-experienced instructors, to on-demand, computer-based courseware. IAI has the training solution that meets the needs of your developers and end-users.

IAI is an approved Adobe Systems Incorporated Enterprise Solutions Partner and systems integrator. The training courses offered under this Schedule 70 were developed by IAI using the systems experience and close interaction with end users.

IAI also offers custom-designed courses and comprehensive training programs, outside the scope of this Schedule, to address the specific requirements of large organizations or those with unique training requirements. As well, IAI can provide text-based workbooks and job-aids for ongoing reference.

Courses are available on a scheduled basis at Information Analysis, Inc. during each month. These courses are offered on a first-come, first-serve schedule. The class size is limited to 10 students. A PC is provided for each student. Class hours normally are 8:30 AM to 5:00 PM. The courses are conducted at Information Analysis, Inc., 11240 Waples Mill Road, Suite 201, Fairfax, Virginia 22030.

All the Adobe Enterprise Courses can be held at your site. The Enterprise Courses can be tailored to meet your objectives. The courses require as a **minimum** the following facility and PC equipment:

- A suitable classroom or laboratory environment
- 1 PC per student –
 - Pentium 4 or later processor
 - Minimum of 256MB RAM
 - If you plan to use Entrust, you must use version 4.0 or above and it must be installed prior to class
- Laser Printer -- Local or LAN
- Network connection for each PC with cc: Mail/Notes or MS Mail/Exchange
- Projector/TV monitor
- Screen
- White board or chalk board
- Instructor workspace

A maximum of 10 students per course is recommended.

10.b. How to Enroll

1. Select the Course(s) that meet your needs, taking into consideration the course prerequisites and scheduled dates.
2. Call Al Weisner at (703) 293-7929 or fax your request to his attention at (703)293-7979 to enroll in class and verify course availability.
3. Process your agency's appropriate training authorization document for approval.
4. Forward approved training document via fax to (703)293-7979 and mail the original training authorization document or bring it the first day of class.

Al Weisner
Information Analysis, Inc.
11240 Waples Mill Road, Suite 201
Fairfax, Virginia 22030
(703) 293-7929
Fax: (703) 293-7979
aweisner@infoa.com

10.c. Courses Offered

Training courses currently offered by IAI are described on the following pages.

Course: Introduction to Adobe Forms Designer

Duration: 2 Days

Recommended Number of Students: 1 - 10

Audience: Forms designers who are converting from paper to electronic forms. Also, forms designers who have used traditional tools or word processors to build forms.

Description: During this two-day class, students will focus on specific techniques for designing and creating a simple form. Students will plan form layouts, select form objects, define page and form object properties, and edit and test. Students will also learn how to enhance a form by adding graphics, tables, and multiple pages.

Objectives: The student will be able to:

- Form design components
- Build a form including core approaches
- What are Objects and how are they used?
- Object manipulation
- Define form and page properties
- Define form object properties
- Use field properties to automate user input
- Print and save a form
- Add graphics, tables, and create a multiple-page form
- Create field help
- Learn to fill in the forms utilizing Form Client

Prerequisite(s): Basic Windows skill set - "double-clicking," "clicking," and "drag and drop".

Course: Database-Connectivity Using Adobe Forms Designer

Duration: 1 Day

Recommended Number of Students: 1 - 10

Audience: Forms designers and database managers that are converting from paper to electronic forms.

Description: During this one-day class, students will be introduced to the interface and capabilities of the Form Designer. Students will create a database-linked form using object-oriented design tools. Students will also learn how to enhance a form by adding graphics and other design elements.

Objectives: The student will be able to:

- Plan a form design
- Define form and page properties
- Define form object properties
- Use field properties to automate user input
- Work with databases – attaching, adding fields and security
- Create a multiple database linked form
- Add graphics, tables, and create a multiple-page form
- Create field help
- Learn to fill in the forms utilizing Form Client

Prerequisite(s): Completion of Orientation to Adobe Form Designer and understanding of database fundamentals.

Course: Using the Routing In Adobe Forms Designer

Duration: 1 Day

Recommended Number of Students: 1 - 10

Audience: This course is designed for form application developers and MIS professionals.

Description: During this one-day class, students will learn how to set up a workflow using a routing map and add features to it. Students will also learn to assign attributes to stages and links, the two primary objects that make up a routing map. Students will learn form packaging, including how to specify such options as the contents of a form package, form components, databases and database records, recipient options, and security.

Objectives: The student will be able to:

- Setup a workflow in Form Designer/Form Client
- Create a routing map – stages & links
- Create a form package – database, database records, forms, & other files
- Create and use tracking database
- Perform role resolution
- Create and use event macros

Prerequisite(s): Knowledge of form design and form application design.

Course: **Designing Intelligent Documents Using Adobe Enterprise Products**

Duration: 2 Days

Recommended Number of Students: 1 - 10

Audience: Forms designers who are converting from paper to electronic forms.

Description: During this two-day class, students will be introduced to the concept of an automated workflow and will tour the Form Designer Interface. Through hands-on labs, students will learn to use the Menu Editor to assign menus to form applications, and to attach functions and macros to those forms. Students will be taught how to use the Toolbar Editor to add customized toolbars to a form, edit buttons, and properties of those toolbars, and also create and add dialog boxes. Finally, students will be introduced to the VB Scripting and will examine examples of JScript and write simple routines.

Objectives: The student will be able to:

- Use Form Designer as a workflow tool
- Use the Menu editor – creating, attaching functions, editing, and adding
- Use the Toolbar editor – creating, attaching functions, editing, and adding
- Use the Macro editor – creating, managing libraries, working with modules
 - Use the Dialog editor – creating dialog boxes
 - Use JScript

Prerequisite(s): Knowledge of basic form design, knowledge of Visual Basic, Intelligent Forms Language, or another object-oriented/event-driven programming language.

Course: **Orientation to Adobe Reader Extensions**

Duration: 1 Day

Recommended Number of Students: 1 - 10

Audience: Anyone responsible for adding Reader Extension Rights and the Reader Extension Server Administrator.

Description: This course is designed for individuals responsible for the adding the Reader Extension Rights to the PDF Forms. The course also includes instruction on Reader Extension Server Administration including adding users, deleting users, changing user's passwords, and granting user's permissions.

Objectives: The student will be able to:

- Understanding the Reader Extension Server Architecture
- Server Login with UserID and Password
- Identify and Select the Rights: Local save, Comments, Sign, & Submit
- Verify Turn On Rights
- Saving the Form
- Administrating the Reader Extension Server
- Adding New Users, Deleting Users, Changing User Password, & Updating User Information including User Rights
- Learn How and Why to Logoff

Prerequisite(s): Orientation to Adobe Form Designer 6.0.

Course: **Adobe Forms Designer Intermediate Course**

Duration: 1 Day

Recommended Number of Students: 1 - 10

Audience: Anyone responsible designing forms that has completed the Introduction to Adobe Forms Designer Course

Description: This course introduces the forms designer to Adobe Designer new capabilities. Participants will be able to identify 2D Barcode, JavaScript and other requirements.

Objectives: The student will be able to:

- Understand the differences between a print, interactive, and dynamic forms.
- What are Hyperlinks and how you use them in your forms
- Hyphenation – finally you can give your text a more appealing visual flow
- How to effectively use the new Page Break Controls
- Typography enhancements
- New Tab Order Tool – why this is important – can you say Section 508?
- Web service authentication – WSDL
- What is 2D Barcode? How and when is it used
- Basic JavaScript
- Student Exercises – Hands on

| Major Topics: | Topic | Class Hours |
|----------------------|---|--------------------|
| | Introduction to Designer new capabilities | 1.0 |
| | Hyperlinks | 1.0 |
| | Hyphenation | 1.0 |
| | Typography enhancements | 1.0 |
| | New Tab Order Tool | 1.0 |
| | Web service authentication | 1.0 |
| | 2D Barcode | 3.0 |
| | Basic JavaScript | 4.0 |
| | Student Exercises | 3.0 |

Prerequisite(s): Introduction to Adobe Form Designer Course and 6 months forms design experience.

Course: Adobe Forms Designer Advanced Course

Duration: 2 Days

Recommended Number of Students: 1 - 10

Audience: Anyone responsible designing dynamic forms.

Description: This course introduces the form's designer to Adobe Designer's dynamic forms capabilities. Participants will be able to identify dynamic form requirements, provide dynamic forms utilizing text field expansion, subform, and table features to meet the user's dynamic forms requirements. This includes design Wizard based forms.

Objectives: The student will be able to:

- Understand the differences between a print, interactive, and dynamic form and how to apply these features to achieve a truly interactive dynamic form.
- Dynamic Form Features – Expanding Fields, Subforms, and Tables
- Expanding Text Fields – Fields that grow on demand
- Subforms/Nested Subforms – Use when/if needed
- Dynamic Tables – At your service
- Dynamic Tables – Adding/removing rows
- Pagination – Page breaks with headers/footers
- FormCalc/JAVA Scripting required
- Student Exercises – Hands on

| Major Topics: | Topic | Class Hours |
|----------------------|---|--------------------|
| | Introduction to dynamic interactive forms | 1.0 |
| | Expanding Text Fields | 1.0 |
| | Subforms/Nested Subform | 4.0 |
| | Dynamic Tables | 2.0 |
| | Wizard Forms Project | 8.0 |

Prerequisite(s): Orientation to Adobe Form Designer Course and 6 months forms design experience.

Course: Introduction to Acrobat Professional

Duration: 1 Day

Recommended Number of Students: 1 - 10

Audience: The course is intended for anyone who wishes to create Acrobat documents for dissemination to other users, to review Acrobat documents and to use features of Acrobat to enhance the documents.

Description: During this one-day course, students will be introduced to Acrobat Professional including User Interface, creating, navigating, and working with PDF Files.

Objectives: The student will be able to:

- Create an Acrobat document
- Navigate through a PDF file
- Select security options for their documents
- Control font usage in the document
- Create bookmarks and Thumbnails
- Markup documents for review
- Create and use indexes
- Printing
- Emailing

Prerequisite(s): Basic Windows NT/2000/XP skills.

Course: Introduction to Adobe “Free” Reader

Duration: ½ Day

Recommended Number of Students: 1 - 10

Audience: Anyone responsible for filling out Adobe Forms.

Description: This course introduces the user to filling in and printing forms. Participants will learn to enter information, save, retrieve information, email, and print the completed form.

Objectives: The student will be able to:

- Understand the overall architecture of Adobe “Free” Reader
- How to access the your forms
- Fill a form – entering data and working with records
- Change views and preferences
- Work with field types – data, graphic, signature, database lookup, and calculation
- Spell check
- Work with email – sending and receiving

Prerequisite(s): Basic Windows skills.

Course: **Building LiveCycle Enterprise Suite Applications**

Duration: 3 Days

Recommended Number of Students: 1 - 10

Audience: This course is for anyone with a programming background. To gain the most from this course, you should:

- Be familiar with basic programming concepts, processes and constructs
- Have a basic understanding of XML terminology and structure
- Be familiar with building forms using Adobe LiveCycle Designer or the Workbench

Description: This course provides developers the skills needed to utilize Process Management and other solution components in building LiveCycle ES applications. The course gets developers up and running in creating, deploying and administering a process, as well as using other solution components in the application.

Objectives: The student will be able to:

- Introducing the Course
- Introducing Adobe LiveCycle ES (Enterprise Suite)
- Getting Started with Adobe LiveCycle Workbench ES
- Getting Started with LiveCycle Applications
- Using Forms in LiveCycle ES Applications
- Creating a Process
- Deploying a Process
- Monitoring and Troubleshooting Applications
- Implementing Business Rules to Control Process Flow
- Using the Forms Service within a Process
- Using the Rights Management Service within a Process
- Using the Reader Extensions Service
- Creating and Rendering Form Guides within a Process

Prerequisite(s): This course is for anyone with a programming background.

10.d Price Per Student

| Course Identifier | Descriptive Title | Price per Student |
|--------------------------|---|--------------------------|
| TRAIN-1 | Introduction to Adobe Forms Designer | \$1,360 |
| TRAIN-2 | Database-Connectivity Using Adobe Forms Designer | 680 |
| TRAIN-3 | Using the Routing in Adobe Forms Designer | 680 |
| TRAIN-4 | Designing Intelligent Documents Using Adobe Enterprise Products | 1,360 |
| TRAIN-6 | Orientation to Adobe Reader Extensions | 680 |
| TRAIN-7 | Adobe Forms Designer Intermediate Course | 1,360 |
| TRAIN-8 | Adobe Forms Designer Advanced Course | 1,360 |
| TRAIN-23 | Introduction to Acrobat Professional | 680 |
| TRAIN-24 | Introduction to Adobe “Free” Reader | 272 |
| TRAIN-40 | Building LiveCycle Enterprise Suite Applications | 2,055 |

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

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

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION 1 – FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (ALTERNATE 1 – OCT 2008) (DEVIATION 1 – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

“Contractor and its affiliates” and “Contractor or its affiliates” 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.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009 (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009 (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31 (Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements-Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by-
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RÉSUMÉS

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

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

16.1 IT Professional Services

Information Analysis Incorporated offers IT professional services in the following general categories. The range of services in each category are described by generally accepted functional titles, associated processes and procedures, and trade names of relevant hardware and software systems. IAI has experience providing services to Federal Government customers in all listed areas. Available services include:

(1) FPDS Code D302 **IT Systems Development Services**

- Program/Project Management
- Conceptual Design
- Conceptualizing Advanced Technology Requirements
- Business Systems Engineering
- Specification Development
- Site Surveys
- Cost Engineering
- Cost Estimating and Scheduling
- Planning, Analyzing and Scheduling Complex Systems
- Statistical Analysis
- Cost/Benefit Analysis
- Integrated Logistics Support

(2) FPDS Code D306 **IT Systems Analysis Services**

- Functional Requirements Integration
 - Life Cycle Program Management
 - Risk Assessment and Mitigation
 - Independent Verification and Validation
 - Quality Assurance
 - Requirements Documentation
 - Cost-Benefit Analysis
- Computer Systems
 - Systems Engineering and Integration
 - Planning and Assessment
 - Requirements Analysis
 - Systems Design and Analysis
 - Systems Development
 - Configuration Management
 - User Interface Design and Development
 - Business Process Redesign
 - Test and Evaluation
- Software
 - Life Cycle Management
 - CASE Tools
 - Business Process Reengineering (Redesign)
 - Cold Fusion
- Test and Evaluation
 - Software Engineering QA
 - Cost-Benefit Analysis
 - Risk Analysis
- Site Surveys
 - Requirements Analysis
 - Project Planning
 - Inventory Control
 - CAD Drawing
 - Cable Plant LAN/WAN/MAN

(3) FPDS Code D307 **Automated Information Systems Design and Integration Services**

- Functional Requirements Integration
 - Life Cycle Program Management
 - Risk Assessment and Mitigation
 - Independent Verification and Validation
 - Quality Assurance
 - Requirements Documentation
 - Cost-Benefit Analysis
- Computer Systems
 - Systems Engineering and Integration
 - Planning and Assessment
 - Requirements Analysis
 - Systems Design and Analysis
 - Systems Development
 - Configuration Management
 - User Interface Design and Development
 - Business Process Redesign
 - Test and Evaluation
- Data Modeling and Standardization
 - Quality Assurance Process
 - Structured Analysis
 - Document Management System
 - Source Code Control
 - Configuration Management
 - Rapid Application Development
- Database Management and Development
- Database Administration
- Data Communications (Secure & Non-Secure)
 - Intranet Services
 - Internet
 - Firewalls
 - C-2 compliance
 - C4I compliance
- Shared Data Environment
 - Impact Studies
 - Needs Assessment
 - Document Management Services
 - Web Site Development and Maintenance
 - Independent Verification and Validation

(4) FPDS Code D308 **Programming Services**

- Database Development
- Application Development
- Languages
 - C & C++ (Visual)
 - Clipper
 - FoxPro
 - Lotus Notes
 - Progress
 - UNIX Shell Scripting (Bourne, Korn, C Shell)
 - Visual Basic
- Internet & Intranet
 - HTTP and Proxy Server
 - Security
 - Firewalls
 - E-Mail Server (SMTP and POP3)
 - Web Page Design (HTML, JAVA, Active-X)
 - Forms design and drawing service

16.2. Commercial Job Titles (Labor Categories)

Commercial Job Title: Program Manager

Minimum/General Experience: Twelve years proven program management, including at least eight years of ADP, telecommunications, or other advanced technology systems management experience. Must be capable of leading programs that involve the successful management of teams composed of information technology professionals and/or other technical disciplines who have been involved in analysis, design, integration, testing, documenting, converting, extending and implementing automated information and/or other advanced technology systems. Must have proven skills relevant to the delivery/task order to be managed.

Functional Responsibility: Performs day-to-day management of overall program/contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Must be capable of negotiating and making binding decisions for the company.

Minimum Education: Bachelor's degree or higher in engineering, scientific, computer science, operations research, business, or a related field.

Commercial Job Title: Project Manager (Level III)

Minimum/General Experience: At least 5 years of direct supervision of ADP software development, integration maintenance projects, and/or telecommunications management experience including managing project teams or work groups. Demonstrated management and technical or administrative skill, and excellent interpersonal skills.

Functional Responsibility: Performs day-to-day management of assigned tasking that involve teams of data processing and other information systems/management professionals involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information and telecommunications systems. Demonstrates proven skills in those technical areas addressed by the tasks to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned projects

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: Project Manager (Level - II)

Minimum/General Experience: At least 4 years of direct supervision of ADP software development, integration maintenance projects, and/or telecommunications management experience including managing project teams or work groups. Demonstrated management and technical or administrative skill, and excellent interpersonal skills.

Functional Responsibility: Performs day-to-day management of assigned tasking that involve teams of data processing and other information systems/management professionals involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information and telecommunications systems. Demonstrates proven skills in those technical areas addressed by the tasks to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned projects

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Project Manager (Level - I)**

Minimum/General Experience: At least 4 years of direct supervision of ADP software development, integration maintenance projects, and/or telecommunications management experience including managing project teams or work groups. Demonstrated management and technical or administrative skill, and excellent interpersonal skills.

Functional Responsibility: Performs day-to-day management of overall program/contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Must be capable of negotiating and making binding decisions for the company.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Team Leader**

Minimum/General Experience: Minimum of 5 years of professional work experience that provides the required knowledge and skill set. Demonstrated management and technical or administrative skill, and excellent interpersonal skills.

Functional Responsibility: Defines and directs technical specification and tasks to be performed by team members, defines target dates of tasks and subtasks. Provides guidance and assistance in coordinating output and ensuring the technical adequacy of the end product.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Senior Conversion Analyst**

Minimum/General Experience: A minimum of 8 years of experience in computer programming and system design and development; 4 years of experience in systems architecture and application development; 3 years experience in implementing relevant applications in a mainframe or client-server environment; and technical training in application-specific areas.

Functional Responsibility: Supports the integration of certain enterprise applications. Provides system-wide computer programming, analysis, and design to implement applications. Possesses and applies a detailed understanding of application-specific requirements (such as, code, table and view structure, system interface and database requirements, and programming procedures for installations). Designs and develops computer programs that connect the application to external data sources and databases with internal tables and views. Additionally, position requires a detailed understanding of relational database structures.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Configuration Manager**

Minimum/General Experience: Four to 9 years experience establishing overall requirements, developing plans, implementing directives, and establishing and maintaining a disciplined environment to ensure configuration control. Exercised a high level of analytical ability in order to gather and interpret complex data, and to solve unusual and difficult technical, administrative, and managerial problems. Engaged in frequent contact with customers and CM personnel.

Functional Responsibility: Develops and administers configuration management for software and hardware systems, and implements instructions for assigned programs. Controls configuration baselines and interfaces through Engineering Change Proposal/Specification processing; fulfills such contract data requirements as preparing drafts, forwarding correspondence, preparing and processing CM required data items; and compiles, prepares, and maintains the master records for the establishment and change of configuration baselines, engineering release system, configuration item development record (including the configuration index and change status listing), and configuration status accounting.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Data Base Administrator**

Minimum/General Experience: Experience in areas related to the administration, planning, and development of computerized data bases. Experience with data base management systems, system design and analysis, operating systems software, and internal and data manipulation languages.

Functional Responsibility: Works as part of a team, to execute various data base projects. Work may involve the development and maintenance of data base software, as well as problem resolution. Formulates and implements policies and procedures pertaining to data base management, security, maintenance, and utilization. Works directly with data base users, providing advice as to procedures, technical problems, priorities, and methodologies.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Senior Programmer (Level II)**

Minimum/General Experience: Four to 9 years of related experience performing routine design, coding, and documentation of application programs for computers and related equipment used for scientific or commercial projects.

Functional Responsibility: Analyzes, designs, codes, and documents complex applications for large-scale computers and related equipment appropriate to scientific and commercial projects. Performs technical tasks using both standard and nonstandard analysis, design, and programming methods and techniques. Determines customer requirements for the final program or system. Analyzes problems in terms of such factors as user requirements, input data and form, output data and form, available computer configuration, processing turnaround requirements, input and output checking, and overall problem-schedule requirements. Advises on computer requirements and limitations to help define automation needs. May provide advice on system design configurations, procedural and technical aspects of automated records, hardware acquisition, and maintenance. Develops and writes machine or other suitable source language instructions required for computer processing.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Senior Programmer (Level I)**

Minimum/General Experience: Four to 9 years of related experience performing routine design, coding, and documentation of application programs for computers and related equipment used for scientific or commercial projects.

Functional Responsibility: Analyzes, designs, codes, and documents complex applications for large-scale computers and related equipment appropriate to scientific and commercial projects. Performs technical tasks using both standard and nonstandard analysis, design, and programming methods and techniques. Determines customer requirements for the final program or system. Analyzes problems in terms of such factors as user requirements, input data and form, output data and form, available computer configuration, processing turnaround requirements, input and output checking, and overall problem-schedule requirements. Advises on computer requirements and limitations to help define automation needs. May provide advice on system design configurations, procedural and technical aspects of automated records, hardware acquisition, and maintenance. Develops and writes machine or other suitable source language instructions required for computer processing.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: Programmer (Level – VI)

Minimum/General Experience: Six years in coding/developing software in more than one programming language and operating system.

Functional Responsibility: Performs feasibility studies, logic design, and system flowcharts, analysis of input/output flow, hardware study, forms layout, and detailed flowcharting. Leads implementation of overall system design as generated by project manager. Estimates personnel requirements, distributes programming tasks, and prepares implementation schedule. Implements file design, storage estimation and allocation, actual coding error removal, logic optimization, system re-evaluation, and on-line testing. After user approval, makes final corrections and program and run-time documentation. Implements scientific and/or engineering computer applications that are mathematical in nature or support specific systems (e.g., communications, graphics, data base, or operational system interface).

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: Programmer (Level – V)

Minimum/General Experience: Five years in coding/developing software in more than one programming language and operating system.

Functional Responsibility: Performs feasibility studies, logic design, and system flowcharts, analysis of input/output flow, hardware study, forms layout, and detailed flowcharting. Leads implementation of overall system design as generated by project manager. Estimates personnel requirements, distributes programming tasks, and prepares implementation schedule. Implements file design, storage estimation and allocation, actual coding error removal, logic optimization, system re-evaluation, and on-line testing. After user approval, makes final corrections and program and run-time documentation. Implements scientific and/or engineering computer applications that are mathematical in nature or support specific systems (e.g., communications, graphics, data base, or operational system interface).

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: Programmer (Level – IV)

Minimum/General Experience: Four years in coding/developing software in more than one programming language and operating system.

Functional Responsibility: Performs feasibility studies, logic design, and system flowcharts, analysis of input/output flow, hardware study, forms layout, and detailed flowcharting. Leads implementation of overall system design as generated by project manager. Estimates personnel requirements, distributes programming tasks, and prepares implementation schedule. Implements

file design, storage estimation and allocation, actual coding error removal, logic optimization, system re-evaluation, and on-line testing. After user approval, makes final corrections and program and run-time documentation. Implements scientific and/or engineering computer applications that are mathematical in nature or support specific systems (e.g., communications, graphics, data base, or operational system interface).

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Programmer (Level – III)**

Minimum/General Experience: Three years in coding/developing software in more than one programming language and operating system.

Functional Responsibility: Performs feasibility studies, logic design, and system flowcharts, analysis of input/output flow, hardware study, forms layout, and detailed flowcharting. Leads implementation of overall system design as generated by project manager. Estimates personnel requirements, distributes programming tasks, and prepares implementation schedule. Implements file design, storage estimation and allocation, actual coding error removal, logic optimization, system re-evaluation, and on-line testing. After user approval, makes final corrections and program and run-time documentation. Implements scientific and/or engineering computer applications that are mathematical in nature or support specific systems (e.g., communications, graphics, data base, or operational system interface).

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Programmer (Level – II)**

Minimum/General Experience: One year in coding/developing software in at least more than one programming language and operating system.

Functional Responsibility: Codes, tests, and debugs software modules consisting of multiple routines or procedures. Works from system specifications such as data flow diagrams or program design language (PDL). Generates own flowcharts or PDL for individual module implementation as required by supervisor. Assists programming staff with runtime error resolution and debugging tasks as required. Installs and maintains universal software libraries. Creates and installs executive procedures to aid in system implementation. Codes, tests, and debugs application source code and documents programs.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and five years pertinent experience in lieu of a degree.

Commercial Job Title: Programmer (Level – I)

Minimum/General Experience: Six months in coding/developing software in at least more than one programming language and operating system.

Functional Responsibility: Codes, tests, and debugs applications software from system specifications in one computer language. Assignments are at the smallest routine or procedure level. Monitors computer workload and performance. Documents and reports specification problems and ambiguities through the code/test/debug cycle to supervisor. Performs production runs for systems requiring programmer operation or when operator staff limitation requires. This may involve data entry tasks. Utilizes operating system programs (utilities/editors), to create and maintain applications program files.

Minimum Education: Associate's degree or certification in specialized computer training and two years pertinent experience in lieu of a degree.

Commercial Job Title: Senior Engineer

Minimum/General Experience: Eight years of engineering experience or the equivalent technical knowledge and eight years experience in a technical field.

Functional Responsibility: Prepares detailed and complex engineering packages including specifications, drawings, and other documents required for development and procurement of equipment and materials in support of the client or Government agency. Involved in definition of project scope and development of novel concepts and approaches. Provides data to higher management to support commitments made and technical decisions reached that influence the scope and direction of projects. Develops engineering standards and procedures governing the installation of equipment, facilities and systems within the area of assigned responsibility. Plans, organizes, and supervises the work of engineering staff and other project-oriented personnel.

Minimum Education: Bachelor's degree or higher in engineering, a technical science, business, operations research, or equivalent.

Commercial Job Title: Systems Engineer

Minimum/General Experience: Seven years of experience in systems engineering, including three years of experience in analytical problem solving of workflow, organization and planning.

Functional Responsibility: Utilizing specialized knowledge and operating independently, determines system design needs based on user requirements and available approaches. Develops general and detailed system design specifications. Leads project team in new system development. Determines and assigns tasks, assesses risks, develops project plans/schedules. Reviews defined system problems and identified approaches, and makes final decision on approach or modification to be implemented for solution. Determines testing requirements; reviews specialized testing

procedures and adjusts as necessary; and ensures proper accomplishment and documentation of testing.

Minimum Education: Bachelor's degree in computer science, math, engineering, or operations research. Associate's degree or certification in specialized computer training and five years pertinent experience in lieu of Bachelor's degree.

Commercial Job Title: **Software Engineer**

Minimum/General Experience: Minimum five years experience managing full-life cycle test efforts.

Functional Responsibility: Oversees and directs the test activities of the test team. Responsibilities include managing development of test scripts, test procedures, implementation and documentation effort associated with IAI projects. Position requires strong oral and written communication skills and the ability to coordinate with IAI senior management and IAI clients on a daily basis. Strong project management skills are required, including familiarity with project management tools such as MS Project and Excel. Position also requires strong background in use of automated test tools and development of automated test procedures and/or scripts.

Minimum Education: Bachelor's degree or equivalent experience.

Commercial Job Title: **Associate Software Engineer**

Minimum/General Experience: Zero (0) to five (5) years of experience performing software engineering activities relative to the design and development of existing software and new or existing systems or subsystems software.

Functional Responsibility: Works under close supervision performing software engineering assignments relative to the modification and/or development of software systems. Assists more senior engineers in the formulation and development of systems or subsystems architecture, requirements, and design documents. Assists in performing software algorithm development, design, coding, and documentation work of systems. Assists in the evaluation of subcontractor software activities, so as to ensure compliance with software engineering standards.

Minimum Education: Associate's degree or equivalent experience.

Commercial Job Title: Senior Test Manager

Minimum/General Experience: Minimum five years experience managing full-life cycle test efforts.

Functional Responsibility: Oversees and directs the test activities of the test team. Responsibilities include managing development of test scripts, test procedures, implementation and documentation effort associated with IAI projects. Position requires strong oral and written communication skills and the ability to coordinate with IAI senior management and IAI clients on a daily basis. Strong project management skills are required, including familiarity with project management tools such as MS Project and Excel. Position also requires strong background in use of automated test tools and development of automated test procedures and/or scripts.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: Senior Systems Analyst (Level - IV)

Minimum/General Experience: Experience working on complex application problems involving all phases of systems analysis. At least seven years of experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, to include experience in data base management systems (DBMS), and use of programming languages. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for programmers to use in coding, testing, and debugging of computer programs.

Functional Responsibility: Utilizing specialized knowledge and operating independently, determines system design needs, based on user requirements and available approaches. Develops general and detailed system design specifications and quality control documentation. Develops project plans/schedules; communicates project status to upper management and customer. Responsible for project control. Makes final decision on approach/modification for solution of problems if unresolved at lower level. Conducts final review and assessment of existing operational systems for cost effectiveness, compliance to specifications and standards, and ability to meet future needs. Maintains state-of-the-art knowledge of hardware/software technology.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and seven years pertinent experience in lieu of a degree.

Commercial Job Title: Senior Systems Analyst (Level - III)

Minimum/General Experience: Experience working on complex application problems involving all phases of systems analysis. At least six years of experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems,

to include experience in data base management systems (DBMS), and use of programming languages. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for programmers to use in coding, testing, and debugging of computer programs.

Functional Responsibility: Utilizing specialized knowledge and operating independently, determines system design needs, based on user requirements and available approaches. Develops general and detailed system design specifications and quality control documentation. Develops project plans/schedules; communicates project status to upper management and customer. Responsible for project control. Makes final decision on approach/modification for solution of problems if unresolved at lower level. Conducts final review and assessment of existing operational systems for cost effectiveness, compliance to specifications and standards, and ability to meet future needs. Maintains state-of-the-art knowledge of hardware/software technology.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and six years pertinent experience in lieu of a degree.

Commercial Job Title: Senior Systems Analyst (Level - II)

Minimum/General Experience: Experience working on complex application problems involving all phases of systems analysis. At least five years of experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, to include experience in data base management systems (DBMS), and use of programming languages. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for programmers to use in coding, testing, and debugging of computer programs.

Functional Responsibility: Utilizing specialized knowledge and operating independently, determines system design needs, based on user requirements and available approaches. Develops general and detailed system design specifications and quality control documentation. Develops project plans/schedules; communicates project status to upper management and customer. Responsible for project control. Makes final decision on approach/modification for solution of problems if unresolved at lower level. Conducts final review and assessment of existing operational systems for cost effectiveness, compliance to specifications and standards, and ability to meet future needs. Maintains state-of-the-art knowledge of hardware/software technology.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and five years pertinent experience in lieu of a degree.

Commercial Job Title: Senior Systems Analyst (Level - I)

Minimum/General Experience: Experience working on complex application problems involving all phases of systems analysis. At least four years of experience in analysis and design of business

applications for complex large-scale or mid-tier computer systems, or LAN-based systems, to include experience in data base management systems (DBMS), and use of programming languages. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for programmers to use in coding, testing, and debugging of computer programs.

Functional Responsibility: Utilizing specialized knowledge and operating independently, determines system design needs, based on user requirements and available approaches. Develops general and detailed system design specifications and quality control documentation. Develops project plans/schedules; communicates project status to upper management and customer. Responsible for project control. Makes final decision on approach/modification for solution of problems if unresolved at lower level. Conducts final review and assessment of existing operational systems for cost effectiveness, compliance to specifications and standards, and ability to meet future needs. Maintains state-of-the-art knowledge of hardware/software technology.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and four years pertinent experience in lieu of a degree.

Commercial Job Title: **Systems Analyst (Level - IV)**

Minimum/General Experience: Five years of computer experience in information systems design and management. Demonstrated ability to work on requirements that are moderately complex to analyze, plan, program, and implement. Experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, including experience in DBMS, and use of programming languages. Knowledge of current storage and retrieval methods; systems analysis experience designing technical applications on computer systems; and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs.

Functional Responsibility: Conducts studies analyzing user requirements, inclusive of cost versus benefit considerations. Identifies alternate system approaches, develops recommendations, and documents findings. Coordinates activities and work assignments of project personnel, monitoring daily progress of work against schedule. Supervises the testing and implementation of basic computer systems. Assists in development of project plans and schedules. Develops inputs to general and detailed system design specifications and quality control documentation.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and Five years pertinent experience in lieu of a degree.

Commercial Job Title: **Systems Analyst (Level - III)**

Minimum/General Experience: Four years of computer experience in information systems design and management. Demonstrated ability to work on requirements that are moderately complex to analyze, plan, program, and implement. Experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, including

experience in DBMS, and use of programming languages. Knowledge of current storage and retrieval methods; systems analysis experience designing technical applications on computer systems; and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs.

Functional Responsibility: Conducts studies analyzing user requirements, inclusive of cost versus benefit considerations. Identifies alternate system approaches, develops recommendations, and documents findings. Coordinates activities and work assignments of project personnel, monitoring daily progress of work against schedule. Supervises the testing and implementation of basic computer systems. Assists in development of project plans and schedules. Develops inputs to general and detailed system design specifications and quality control documentation.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and four years pertinent experience in lieu of a degree.

Commercial Job Title: **Systems Analyst (Level - II)**

Minimum/General Experience: Three years of computer experience in information systems design and management. Demonstrated ability to work on requirements that are moderately complex to analyze, plan, program, and implement. Experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, including experience in DBMS, and use of programming languages. Knowledge of current storage and retrieval methods; systems analysis experience designing technical applications on computer systems; and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs.

Functional Responsibility: Conducts studies analyzing user requirements, inclusive of cost versus benefit considerations. Identifies alternate system approaches, develops recommendations, and documents findings. Coordinates activities and work assignments of project personnel, monitoring daily progress of work against schedule. Supervises the testing and implementation of basic computer systems. Assists in development of project plans and schedules. Develops inputs to general and detailed system design specifications and quality control documentation.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and three years pertinent experience in lieu of a degree.

Commercial Job Title: **Systems Analyst (Level - I)**

Minimum/General Experience: Two years of computer experience in assignments of a technical nature. One year of experience in analyzing and programming applications on large-scale or mid-tier computers (or LAN-based) with a minimum of one year of design and programming of moderately complex ADP systems.

Functional Responsibility: Under general supervision and utilizing standardized techniques, assists in analyzing user requirements and cost/benefit information. Assists in review of existing system; researches alternate systems and approaches, and documents findings. Acts as liaison in specified user areas; confers with users to define problems. Coordinates the testing and implementation of basic computer systems. Provides input to development of project plans and schedules and monitors project status.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and two years pertinent experience in lieu of a degree

Commercial Job Title: **Technical Analyst**

Minimum/General Experience: Minimum four years experience performing software development and analysis. Must have prior experience supervising the activity of other developers.

Functional Responsibility: The Technical Analyst assists the Project Manager by assuming responsibility for software analysis and development at the sub-system level. The Technical Analysis is responsible for definition of sub-system interfaces, ensuring that system design enhancements and modifications are designed and implemented consistent with architectural guidelines and meet customer requirements. The Technical Analyst is responsible for full life-cycle software development. Familiarity with top-down structured design and coding techniques is required. Position requires supervision of more junior team members and familiarity with industry standard Configuration Management and Quality Assurance procedures. Position requires strong oral and written communications skills and the ability to interface directly with clients and internal IAI development and support groups.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: **Information Engineering Specialist**

Minimum/General Experience: Five years of experience in engineering, systems analysis, design, and programming. Experience in information systems development, functional and data requirement analysis, systems analysis and design, programming, program design, and documentation preparation.

Functional Responsibility: Applies a business-wide set of disciplines for planning, analysis, design, construction, and maintenance of information systems on a business-wide basis or across a major sector of the business. Performs business strategic systems planning, information planning, and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools, such as I-CASE tools. Applies reverse engineering and reengineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: IT Consultant (Level IV)

Minimum/General Experience: Must have 10 years of experience in the ADP field. At least 7 years of combined new and related older technical experience in the ADP field directly related to the required area of expertise. Good oral and written communication skills. Good investigative skills with ability to infer software and hardware dependencies. Must be able to communicate on technical issues.

Functional Responsibility: Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: IT Consultant (Level III)

Minimum/General Experience: Must have 8 years of experience in the ADP field. At least 5 years of combined new and related older technical experience in the ADP field directly related to the required area of expertise. Good oral and written communication skills. Good investigative skills with ability to infer software and hardware dependencies. Must be able to communicate on technical issues.

Functional Responsibility: Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: IT Consultant (Level II)

Minimum/General Experience: Must have 6 years of experience in the ADP field. At least 3 years of combined new and related older technical experience in the ADP field directly related to the required area of expertise. Good oral and written communication skills. Good investigative skills with ability to infer software and hardware dependencies. Must be able to communicate on technical issues.

Functional Responsibility: Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience.

Commercial Job Title: IT Consultant (Level I)

Minimum/General Experience: Must have 3 years of experience in the ADP field. Good oral and written communication skills. Good investigative skills with ability to infer software and hardware dependencies. Must be able to communicate on technical issues.

Functional Responsibility: Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

Minimum Education: Bachelor's degree in computer science or a related discipline, or equivalent experience. Associate's degree or certification in specialized computer training and three years pertinent experience in lieu of a degree.

Commercial Job Title: **Software Consultant (Level IV)**

Minimum/General Experience: Ten years experience with software, such as software engineering, applications programming, and software maintenance.

Functional Responsibility: Provides technical, managerial, and administrative direction for problem definition, analysis, and requirements development. Makes recommendations and advises on improvements, optimization and maintenance efforts. Experienced in software development, integration, methodologies, and languages. Analyzes user and/or systems requirements and design specifications. Tests and refines software to produce the desired end result. Prepares required documentation, including project plans, software program, and user documentation. Knowledgeable of state-of-the-art technologies such as operating systems, communications software, education and training systems, database compilers, object technologies, and network and communications technologies.

Minimum Education: Requires a Master's degree and ten years experience (or equivalent combination of education and experience).

Commercial Job Title: **Software Consultant (Level III)**

Minimum/General Experience: Eight to ten years experience with software, such as software engineering, applications programming, and software maintenance.

Functional Responsibility: Provides technical, managerial, and administrative direction for problem definition, analysis, and requirements development. Makes recommendations and advises on improvements, optimization and maintenance efforts. Experienced in software development, integration, methodologies, and languages. Analyzes user and/or systems requirements and design specifications. Tests and refines software to produce the desired end result. Prepares required documentation, including project plans, software program, and user documentation. Knowledgeable of state-of-the-art technologies such as operating systems, communications software, education and training systems, database compilers, object technologies, and network and communications technologies.

Minimum Education: Requires a Bachelor's degree and eight to ten years experience (or equivalent combination of education and experience).

Commercial Job Title: **Software Consultant (Level II)**

Minimum/General Experience: Five to seven years experience with software, such as software engineering, applications programming, and software maintenance.

Functional Responsibility: Provides technical, managerial, and administrative direction for problem definition, analysis, and requirements development. Makes recommendations and advises on improvements, optimization and maintenance efforts. Experienced in software development, integration, methodologies, and languages. Analyzes user and/or systems requirements and design specifications. Tests and refines software to produce the desired end result. Prepares required documentation, including project plans, software program, and user documentation. Knowledgeable of state-of-the-art technologies such as operating systems, communications software, education and training systems, database compilers, object technologies, and network and communications technologies.

Minimum Education: Requires a Bachelor's degree and five to seven years experience (or equivalent combination of education and experience).

Commercial Job Title: **Software Consultant (Level I)**

Minimum/General Experience: Two to four years experience with software, such as software engineering, applications programming, and software maintenance.

Functional Responsibility: Provides technical, managerial, and administrative direction for problem definition, analysis, and requirements development. Makes recommendations and advises on improvements, optimization and maintenance efforts. Experienced in software development, integration, methodologies, and languages. Analyzes user and/or systems requirements and design specifications. Tests and refines software to produce the desired end result. Prepares required documentation, including project plans, software program, and user documentation. Knowledgeable of state-of-the-art technologies such as operating systems, communications software, education and training systems, database compilers, object technologies, and network and communications technologies.

Minimum Education: Requires a Bachelor's degree and two to four years experience (or equivalent combination of education and experience).

Commercial Job Title: **Technical Writer/Editor Level – III**

Minimum/General Experience: Four years of experience performing technical writing, research, and editing functions. Knowledge of contemporary word processing and publishing applications.

Functional Responsibility: Assists in collecting and organizing information for preparation of user manuals, training materials, installation guides, proposals, newsletters, promotional publications, articles for publication, and reports. Edits functional descriptions, system specifications, user manuals, special reports, or any other customer deliverables and documents. Assists in performing administrative functions. Must demonstrate the ability to work independently or under only general direction

Minimum Education: Bachelors degree or equivalent.

16.3. PRICES FOR ON-SITE IT PROFESSIONAL SERVICES AT HOURLY RATES

| Labor Category - On-Site/Client Site | Rate |
|---|-------------|
| Program Director | \$ 170.36 |
| Project Manager (Level III) | 176.37 |
| Project Manager (Level II) | 157.72 |
| Project Manager (Level I) | 97.63 |
| Team Leader | 76.72 |
| Senior Conversion Analyst | 113.56 |
| Configuration Manager | 96.53 |
| Data Base Administrator | 90.29 |
| Senior Programmer (Level II) | 74.75 |
| Senior Programmer (Level I) | 56.08 |
| Programmer (Level VI) | 85.17 |
| Programmer (Level V) | 77.08 |
| Programmer (Level IV) | 72.29 |
| Programmer (Level III) | 64.26 |
| Programmer (Level II) | 50.46 |
| Programmer (Level I) | 26.24 |
| Senior Engineer | 95.43 |
| Systems Engineer | 87.86 |
| Software Engineer | 151.95 |
| Associate Software Engineer | 114.56 |
| Senior Test Manager | 123.29 |
| Senior Systems Analyst (Level IV) | 90.86 |

| Labor Category - On-Site/Client Site (continued) | Rate |
|---|-------------|
| Senior Systems Analyst (Level III) | \$ 89.32 |
| Senior Systems Analyst (Level II) | 80.48 |
| Senior Systems Analyst (Level I) | 65.43 |
| Systems Analyst (Level IV) | 91.95 |
| Systems Analyst (Level III) | 79.44 |
| Systems Analyst (Level II) | 72.53 |
| Systems Analyst (Level I) | 56.40 |
| Technical Analyst | 85.17 |
| Information Engineering Specialist | 83.63 |
| IT Consultant (Level IV) | 124.87 |
| IT Consultant (Level III) | 112.11 |
| IT Consultant (Level II) | 85.54 |
| IT Consultant (Level I) | 41.48 |
| Software Consultant (Level IV) | 182.38 |
| Software Consultant (Level III) | 135.37 |
| Software Consultant (Level II) | 131.81 |
| Software Consultant (Level I) | 131.03 |
| Technical Writer | 37.97 |

16.4. PRICES FOR OFF-SITE IT PROFESSIONAL SERVICES AT HOURLY RATES

| Labor Category - Off-Site/Contractor Site | Rate |
|--|-------------|
| Program Director | \$ 191.41 |
| Project Manager (Level III) | 164.27 |
| Project Manager (Level II) | 159.52 |
| Project Manager (Level I) | 109.70 |
| Team Leader | 118.29 |
| Senior Conversion Analyst | 127.60 |
| Configuration Manager | 108.45 |
| Data Base Administrator | 92.36 |
| Senior Programmer (Level II) | 83.98 |
| Senior Programmer (Level I) | 60.94 |
| Programmer (Level VI) | 100.30 |
| Programmer (Level V) | 90.77 |
| Programmer (Level IV) | 76.56 |
| Programmer (Level III) | 72.19 |
| Programmer (Level II) | 68.37 |
| Programmer (Level I) | 29.50 |
| Senior Engineer | 124.45 |
| Systems Engineer | 103.47 |
| Software Engineer | -- |
| Associate Software Engineer | -- |
| Senior Test Manager | 114.83 |
| Senior Systems Analyst (Level IV) | 102.08 |

| Labor Category - Off-Site/Contractor Site (continued) | Rate |
|--|-------------|
| Senior Systems Analyst (Level III) | \$ 97.22 |
| Senior Systems Analyst (Level II) | 90.42 |
| Senior Systems Analyst (Level I) | 73.51 |
| Systems Analyst (Level IV) | 98.56 |
| Systems Analyst (Level III) | 95.71 |
| Systems Analyst (Level II) | 81.49 |
| Systems Analyst (Level I) | 63.38 |
| Technical Analyst | 95.71 |
| Information Engineering Specialist | 93.96 |
| IT Consultant (Level IV) | 140.30 |
| IT Consultant (Level III) | 114.70 |
| IT Consultant (Level II) | 87.54 |
| IT Consultant (Level I) | 46.61 |
| Software Consultant (Level IV) | -- |
| Software Consultant (Level III) | -- |
| Software Consultant (Level II) | -- |
| Software Consultant (Level I) | -- |
| Technical Writer | 42.65 |

16.5. Forms Programming Service

| Service Offered | Price Per Page (One Side) |
|--|------------------------------|
| Design and Drawing of Forms in Adobe (formerly Jetform) Format | \$ 269.64 |

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS
PREAMBLE**

Information Analysis Incorporated provides commercial products and services to the Federal Government. 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 insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact Mr. Matthew Sands, (703) 383-3000, or by e-mail at: msands@infoa.com, fax number, (703) 293-7979..

SUGGESTED BLANKET PURCHASE AGREEMENT (BPA)**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE****(Insert Customer Name)**

In the spirit of the Federal Acquisition Streamlining Act, ordering activity and Information Analysis Incorporated 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 Government 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 SCHEDULE/DATES |
|--------------------|--------------------------------|
| _____ | _____ |
| _____ | _____ |

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

(4) This BPA does not obligate any funds.

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

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

| OFFICE | POINT OF CONTACT |
|---------------|-------------------------|
| _____ | _____ |
| _____ | _____ |

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

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

(a) Name of Contractor;

(b) Contract Number;

(c) BPA Number;

(d) Model Number or National Stock Number (NSN);

(e) Purchase Order Number;

(f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

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

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

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

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

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

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

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

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

Here is a general outline on how it works:

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