



General Service Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

Schedule 70: General Purpose Commercial Information Technology Equipment, Software, and Services

Special Item No. 132-51 Information Technology (IT) Professional Services

FPDS Code D302 IT Systems Development Services

FPDS Code D306 IT Systems Analysis Services

FPDS Code D307 Automated Information Systems Design and Integration Services

FPDS Code D308 Programming Services

FPDS Code D311 IT Data Conversion Services

FPDS Code D317 Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)

FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

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

<http://www.GSAAdvantage.gov>.

Contract Number: GS-35F-0092M

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

Contract Period: November 21, 2001 through November 20, 2016

Contractor Name: **Appian Corporation**

Address: 1875 Explorer Street, 4th Floor
Reston, VA 20190

Phone Number: (703) 442-8844

Fax Number: (703) 442-8919

E-mail: bruce.cox@appian.com

Website: <http://www.appian.com>

Contract Administrator: Bruce Cox

Business Size: Other than Small

Current through Modification #PA-0046 dated October 1, 2015

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Customer Information

1a. Table of Awarded Special Item Numbers with appropriate cross-reference to page numbers:

SIN	SIN Description	Labor Category Description Page	Awarded Price Page
132-51	Information Technology Professional Services	6-9	10

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Please refer to page 10

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. Please refer to pages 6-9

2. Maximum Order: \$500,000

3. Minimum Order: \$2,500

4. Geographic Coverage: Domestic Delivery

5. Point of production: US

6. Discount from list prices or statement of net price: Prices shown herein are net prices

7. Quantity discounts: None

8. Prompt payment terms: Net 30. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. Government purchase cards are accepted up to the micro-purchase threshold.

9b. Government purchase cards **are accepted** above the micro-purchase threshold.

10. Foreign items: None

11a. Time of Delivery: As agreed upon between Appian and the Ordering Activity

11b. Expedited Delivery: Contact Contractor

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

11d. Urgent Requirements: Contact Contractor

12. F.O.B Points: Destination

13a. Ordering Address: **Appian Corporation**
Attn: Bruce Cox
1875 Explorer Street, 4th Floor
Reston, VA 20190

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

14. Payment address: **Appian Corporation**
Attn: Mike Sharpe
1875 Explorer Street, 4th Floor
Reston, VA 20190

15. Warranty provision: None

16. Export Packing Charges: N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Government purchase cards **are accepted** above the micro-purchase threshold.

18. Terms and conditions of rental, maintenance, and repair: N/A

19. Terms and conditions of installation: N/A

20a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: N/A

20b. Terms and conditions for any other services: N/A

21. List of service and distribution points: N/A

22. List of participating dealers: N/A

23. Preventive maintenance: N/A

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/: www.appian.com/government/508compliance.jsp

25. Data Universal Numbering System (DUNS) number: 878504856

26. Notification regarding registration in System for Award Management (SAM) database: Appian Corporation is registered in the SAM Database.

Labor Category Descriptions

Education and Experience Substitutions: *Except as noted, the following experience substitutions can be made for the purposes of determining qualifications within a labor category descriptions:*

- Six (6) months of BPM experience may be substituted for one (1) year of experience
- Appian BPM training may be substituted for one (1) year of experience
- Appian BPM certification may be substituted for two (2) years of experience
- One (1) year of education may be substituted for one (1) year of experience, or vice versa

PROGRAM MANAGEMENT FUNCTIONAL AREA

Commercial Job Title: Technical Delivery Manager

Minimum/ General Experience: Have a minimum of seven (7) years of IT experience with at least two (2) years' experience in a management position.

Functional Description: Responsible for overall project management of contracts. Plans, organizes and manages groups of employees engaged in various technical duties. This person, with analytic and technical experience, oversees and guides both problem analysis and technical solution implementation through final testing and knowledge transfer. Appian Technical Delivery Managers bring expertise in Appian's project management methodology, BPM program management, and the design and build of BPM applications.

Appian Project Management: Technical Delivery Managers utilize Appian's STAR Delivery Methodology to structure and control BPM implementations allowing them to reduce overall project risk. They monitor and ensure adherence to the multiple tenants of the methodology including quality assurance, change management, and requirements adherence. Technical Delivery Managers work with all stakeholders of a project in order to identify and mitigate project risks.

BPM Program Management: Technical Delivery Managers understand the strategy, organization and skills needed to operate a successful Business Process Management Program. They are capable of assessing an organizations maturity with BPM implementations and recommending actions to improve their capability. Technical Delivery Managers draw on a wide-range of expertise including: Enterprise Roadmap planning, organizational change management, and continuous process improvement.

Appian Application Design: Appian Technical Delivery Managers have experience creating process based applications using Appian's Business Process Management Suite which bring efficiencies to human-centric business processes. They draw on a variety of technical expertise including: process modeling, user interface design and data modeling. Technical Delivery Managers work directly with end users to ensure that the functionality of an application meets their requirement.

Minimum Education: BA/BS in Computer Science, Engineering, Mathematics, Business, Management or equivalent.

CONSULTANT FUNCTIONAL AREA

Commercial Job Title: Appian Architect

Minimum/ General Experience: Have a minimum of seven (7) years of IT experience with at least two (2) years' experience in a technical leadership position.

Functional Description: Provides expert leadership on projects including enterprise application architecture, design review, technical mentorship, and industry specific knowledge. This person, with analytic, technical, and functional experience, oversees and guides both problem analysis and technical solution implementation through final testing and knowledge transfer. Appian Architects bring expertise in Appian's Best Practices, BPM center of excellence implementation, and the design and build of BPM applications.

BPM Best Practices: Appian Architects utilize Appian's Best Practices to architect and design BPM implementations allowing them to reduce overall project risk. They design system and process architectures based on end-user requirements and complete design reviews of project team deliverables to ensure adherence to Appian Best Practices.

BPM Center of Excellence Development: Appian Architects understand the strategy, governance and skills needed to operate a successful Business Process Management COE. They are capable of assessing the maturity of an organization's BPM COE and recommending actions to improve their capability. Appian Architects draw on a wide-range of expertise including: Enterprise Architecture, IT Infrastructure, and IT governance.

Appian Application Design: Appian Architects have experience creating process based applications using Appian's Business Process Management Suite which bring efficiencies to human-centric business processes. They draw on a variety of technical expertise including: process modeling, user interface design and data modeling. Appian Architects work directly with end users to ensure that the functionality of an application meets their requirement.

Minimum Education: BA/BS in Computer Science, Engineering, Mathematics, Business, Management or equivalent.

Commercial Job Title: Principal Consultant

Minimum/ General Experience: Six (6) years of general experience in information systems, including four (4) years of specialized experience providing business process management

Functional Description: Principal Consultants possess a higher level of experience in requirement discovery, BPM Best practices, and the design and build of BPM applications. Principal Consultants have worked in a variety of industries and leverage their diverse experience throughout project planning, execution, and delivery.

Requirement Discovery: Appian Principal Consultants conduct discovery workshops with customer stakeholders to collect and document BPM application requirements. Principal Consultants are familiar with common process-based documentation methods including use cases, agile user stories and process modeling using Business Process Modeling Notation.

BPM Best Practices: Principal Consultants utilize Appian's Best Practices to architect and design BPM implementations allowing them to reduce overall project risk. They design system and process architectures based on end-user requirements and complete design reviews of project team deliverables to ensure adherence to Appian Best Practices.

Appian Application Design: Appian Principal Consultants have experience creating process based applications using Appian's Business Process Management Suite which bring efficiencies to human-centric business processes. They draw on a variety of technical expertise including: process modeling, user interface design and data modeling. Principal Consultants work directly with end users to ensure that the functionality of an application meets their requirement.

Minimum Education: BA/BS in Computer Science, Engineering, Mathematics, Business, Management or equivalent.

Commercial Job Title: Senior Consultant

Minimum/ General Experience: Six (6) years of general experience in information systems, including three (3) years of specialized experience providing business process management
Functional Description: Senior Consultants possess a higher level of experience in requirement discovery, data modeling, and the design and build of BPM applications. Senior Consultants have worked in a variety of industries and leverage their diverse experience throughout project planning, execution, and delivery.

Requirement Discovery: Appian Senior Consultants conduct discovery workshops with customer stakeholders to collect and document BPM application requirements. Senior Consultants are familiar with common process-based documentation methods including use cases, agile user stories and process modeling using Business Process Modeling Notation.

Data Modeling: Appian Senior Consultants design and implement complex data models based on customer application requirements. They have expertise in multiple related technologies including: Structured Query Language and Appian Complex Data Type configurations. Appian Senior Consultants also have extensive experience in migrating data from one format to another using extract, transform and load techniques.

Appian Application Design: Appian Senior Consultants create process based applications using Appian's Business Process Management Suite which bring efficiencies to human-centric business processes. They draw on a variety of technical expertise including: process modeling, user interface design and data modeling. Senior Consultants work directly with end users to ensure that the functionality of an application meets their requirement.

Minimum Education: BA/BS in Computer Science, Engineering, Mathematics, Business, Management or equivalent.

Commercial Job Title: Consultant

Minimum/General Experience: Five (5) years of general experience in information systems, including two (2) years of specialized experience providing business process management solutions.

Functional Description: Appian Consultants are experts in requirement discovery, data modeling, and the design and build of BPM applications.

Requirement Discovery: Appian consultants conduct discovery workshops with customer stakeholders to collect and document BPM application requirements. Consultants are familiar with common process-based documentation methods including use cases, agile user stories and process modeling using Business Process Modeling Notation.

Data Modeling: Appian Consultants design and implement complex data models based on customer application requirements. They have expertise in multiple related technologies including: Structured Query Language and Appian Complex Data Type configurations. Appian Consultants also have extensive experience in migrating data from one format to another using extract, transform and load techniques.

Appian Application Design: Appian Consultants create process based applications using Appian's Business Process Management Suite which bring efficiencies to human-centric business processes. They draw on a variety of technical expertise including: process modeling, user interface design and data modeling. Consultants work directly with end users to ensure that the functionality of an application meets their requirement.

Minimum Education: BA/BS in Computer Science, Engineering, Mathematics, Business, Management or equivalent.

GSA Labor Rates SIN 132-51

LABOR CATEGORY	GSA HOURLY RATES
Technical Delivery Manager	\$247.62
Appian Architect	\$256.08
Principal Consultant	\$248.83
Senior Consultant	\$213.53
Consultant	\$181.70

Terms and Conditions Applicable to Information Technology (IT) Professional Services (SIN 132-51) and Identity Access Management Professional Services (SIN 132-60F)

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM 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/IAM 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 I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I OCT 2008)

(DEVIATION I - 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/IAM Professional Services.

9. INDEPENDENT CONTRACTOR

All IT/IAM 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/IAM Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

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

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT/IAM Service offered under Special Item Numbers 132-51 IT/IAM Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT/IAM Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science