



**AUTHORIZED FEDERAL SUPPLY SERVICE  
INFORMATION TECHNOLOGY SCHEDULE PRICELIST  
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
EQUIPMENT, SOFTWARE AND SERVICES**

Special Item No. 132-51 Information Technology Professional Services

**SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

**Patriot LLC  
9520 Berger Road  
Suite 212  
Columbia, MD 21046  
410-381-8015 (Office)  
866-223-7568  
[www.patriotllc.net](http://www.patriotllc.net)**

**DUNS: 183051742**

**Contract Number: GS-35F-0095U**

**Period Covered by Contract: November 16, 2007 – November 15, 2012**

**General Services Administration  
Federal Supply Service  
Pricelist current through original award dated 11/15/2012**

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov>

## **Table of Contents**

<b>Information for Ordering Offices</b>	<b>3</b>
<b>Terms and Conditions Applicable to Information Technology Professional Services (Special Item 132-51)</b>	<b>11</b>
<b>Descriptions of Labor Categories</b>	<b>15</b>
<b>Patriot LLC GSA Approved Labor Rates</b>	<b>21</b>
<b>Inc. Small Business Commitment</b>	<b>22</b>
<b>Blanket Purchase Arrangement Format</b>	<b>23</b>
<b>Guidelines for Using “Contractor Teaming Arrangements”</b>	<b>26</b>

**INFORMATION FOR ORDERING ACTIVITIES  
APPLICABLE TO ALL SPECIAL ITEM NUMBERS**

**SPECIAL NOTICE TO AGENCIES: Small Business Participation**

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

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

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

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

1. Geographic Scope of Contract:

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

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

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

2. Contractor's Ordering Address and Payment Information:

**Patriot LLC  
9520 Berger Road  
Suite 212  
Columbia, MD 21046  
410-381-8015 (Office)  
866-223-7568**

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

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: **183051742**

Block 30: Type of Contractor – **A (Service Disabled Veteran Owned)**

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - **No**

Block 36: Contractor's Taxpayer Identification Number (TIN): **01-0829183**

4a. CAGE Code: **357X5**

4b. Contractor has/ registered with the Central Contractor Registration Database.

5. FOB Destination

6. DELIVERY SCHEDULE

a. 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)

132-51

As negotiated in task order

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b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the

agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. Discounts: Prices shown are NET Prices; Basic Discounts have been deducted.
  - a. Prompt Payment: 1% - 30 days from receipt of invoice or date of acceptance, whichever is later.
  - b. Quantity
  - c. Dollar Volume
  - d. Government Educational Institutions
  - e. Other
  
8. Trade Agreements Act of 1979, as amended:  
All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.
  
9. Statement Concerning Availability of Export Packing:
  
10. Small Requirements: The minimum dollar value of orders to be issued is \$1000.00.
11. Maximum Order (All dollar amounts are exclusive of any discount for prompt payment.)
  - a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:  
Special Item Number 132-51 - Information Technology (IT) Professional Services
  
  - b. The Maximum Order value for the following Special Item Numbers (SINs) is \$25,000:  
Special Item Number 132-50 - Training Courses
  
12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS  
Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.
  - a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
  - b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.
  
13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS: ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.
  - 13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS): Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing

Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

### 13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

### 14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.  
NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

#### 16. GSA Advantage!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

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

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

#### 17. PURCHASE OF OPEN MARKET ITEMS

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

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

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

- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

**18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
  - (1) Time of delivery/installation quotations for individual orders;
  - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
  - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

**19. OVERSEAS ACTIVITIES**

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

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

**20. BLANKET PURCHASE AGREEMENTS (BPAs)**

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

**21. CONTRACTOR TEAM ARRANGEMENTS**

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

**22. INSTALLATION, DEINSTALLATION, REINSTALLATION**

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

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

**23. SECTION 508 COMPLIANCE.**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

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The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

**24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

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

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

(b) The following statement:

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

**25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**

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

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

- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
  - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

**26. SOFTWARE INTEROPERABILITY.**

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

**27. ADVANCE PAYMENTS**

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)  
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51) AND  
SERVICES (SPECIAL ITEM NUMBER 132-52)**

1. SCOPE

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

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/EC 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

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

#### 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 (Deviation – May 2003) 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/EC Services.

#### 9. INDEPENDENT CONTRACTOR

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

#### 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/EC 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under

Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

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 SERVICES AND PRICING

Patriot LLC offers a variety of Professional Technical, Managerial, and Administrative labor categories and skills as identified in the following section. The GSA Approved labor rates are included on Page 20.

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

## Labor Category Descriptions

Patriot LLC offers a variety of Information Technology (IT) Services to government clients. The hourly labor rates vary by labor category based on the complexity of the task and the experience/education required of the contractor. The following substitutions may be made for education or experience.

Degree	Degree and Experience Substitution	Related Experience Substitution
Doctorate	Master's + 2 years	8 years
Master's	Bachelor's + 2 years	6 years
Bachelor's	Associate's + 2 years	4 years

The following certifications are representative of industry-recognized certifications and may be substituted for one year of education or one year of experience. Other recognized certifications may be used as necessary.

- Microsoft Certified Systems Engineer (MCSE)
- Microsoft Certified Solution Developer (MCSD)
- Lotus Certified Notes Consultant (LCNC)
- Certified Sybase Professional Database Administrator (C SP-DBA)
- Certified Information Systems Security Professional (CISSP)
- Cisco Certified Network Professional (CCNP)
- Global Information Assurance Certification (GIAC)
- Unix System Administration Certification (USAC)

### MANAGEMENT

This category includes personnel who provide program planning, implementation and analysis, manpower and cost estimation, scheduling, meeting coordination, facilities evaluation, equipment costing and analysis.

#### *Project Manager (PM)*

##### **General Summary**

The Project Manager is responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. The PM takes projects from original concept through final implementation and interfaces with all areas of the project including end users, computer services, and client services.

##### **Principal Duties and Responsibilities**

1. Provides competent leadership and responsible program direction project team members
2. Directs completion of tasks within estimated timeframes and budget constraints.

3. Defines project scopes and objectives, develops detailed work plans, schedules, project estimates, resource plans, and status reports.
4. Conducts project meetings and is responsible for project tracking and analysis.
5. Ensures adherence to quality standards and reviews project deliverables.
6. Manages the integration of vendor tasks and tracks and reviews vendor deliverables.
7. Provides technical and analytical guidance and direction to project team and takes action to direct the analysis and solutions of problems.
8. Interacts with client contracting officials, the Program Manager, and other management personnel.
9. Confers with Program Manager to provide technical advice and to assist with problem resolution.
10. Reports in writing and orally to contractor management and client representatives.

### **Project Manager Experience and Educational Requirements**

Bachelor's Degree in Information Technology, Computer Science or Engineering, or related technical, scientific or engineering discipline and ten (10) years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

## **SUPPORT SERVICES**

This category includes personnel who provide professional office administration, and executive support services to staff and managers in performance of the Task. Support Services labor categories provide administrative-type support to technical and management-level personnel. This includes, but is not limited to, documentation planning and support, project administration, general office support, executive secretarial support, human resource planning, event planning and administration, office relocation planning, etc. **This category may not be ordered separately and must be ordered with any other professional services labor category.**

### *Access Control Specialist*

#### **General Summary**

Monitors and controls access into and from Sponsor facilities. The Sponsor will provide initial training to Patriot personnel but Patriot will be responsible training of replacement personnel.

#### **Principal Duties and Responsibilities**

1. Ensures positive personnel identification through the production, issuance, and verification of identification media.
2. Operates and ensures the proper administrative control of equipment designed for the management of property, deliveries, packages, and controlled/prohibited items and activities such as bar code readers and asset tracking equipment.
3. Operates and maintains various access control devices, metal detectors, x-ray machines, and other screening devices that are used for personnel and package screening operations.
4. Issues keys to authorized personnel as indicated by Standard Operating Procedure (SOP).
5. Troubleshoot and services inoperable automated Key Access Machines (AKAMS) as required in accordance with approved procedures.

6. Staffs Visitor Centers, at various locations to process individuals into the Sponsors secure compound. This will be accomplished through proper identification, use of Sponsor's computer network, printed lists, and/or as directed by the COR. The Sponsor will supply specific procedures, regulations, and directives to accomplish this requirement.

### **Access Control Specialist Experience and Educational Requirements**

Associate's Degree in Information Technology, Computer Science or related technical, scientific or engineering discipline and two (2) years of experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

### ***Data Collection Specialist***

#### **General Summary**

Performs as a functional area expert for specialized applications and operational environments, knowledge of computer systems and ability to analyze complex problems to satisfy task order requirements. Possesses the ability to assume increasing responsibilities in the functional area activities and is knowledgeable of applicable functional standards and provides general technical support. Works independently under minimal supervision.

#### **Principal Duties and Responsibilities**

1. Provides technical knowledge and analysis of specialized applications and operational environments, and advice on problems which require knowledge of the subject matter for effective solutions.
2. Applies principles, methods and knowledge of the functional area of expertise to specific task order requirements.
3. Designs and prepares technical reports and related documentation.
4. Prepares and delivers presentations and briefings as required by the task order.
5. Responsibility includes coordinating and managing new functional area systems upgrades and entering data into database management computer systems for various functional areas to include providing documentation planning and support, project administration, general office support.

### **Data Collection Specialist Experience and Educational Requirements**

Bachelor's Degree in Information Technology, Computer Science or Engineering, or related technical, scientific or engineering discipline and three (3) years of experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

**Administrative Modification  
July 5, 2007**

## **INFORMATION SECURITY/ASSURANCE**

This category includes personnel who are schooled in the appropriate access and handling of secure, sensitive, national security information. Ability to secure and maintain an upper-level Top Secret Security clearance and other security requirements is essential for this category.

### ***Senior Engineer***

#### **General Summary**

This category includes personnel who are responsible for investigating a broad range of issues, often sensitive security related. Analysts collect, organize, extract, and format records, files, or general information. They evaluate analytical results and develop new or adapted analytical techniques.

#### **Principal Duties and Responsibilities**

1. Performs a variety of project tasks applied to specialized technology problems as they relate to Information Assurance (IA) requirements.
2. Conducts security assessments using both automated and non-automated penetration techniques to determine levels of compliance for the customer.
3. Analyzes information security requirements for assigned programs, software, procedures and provides recommendations/critiques to the Program Manager.
4. Applies analytical and systematic approaches in the resolution of problems of workflow, organization, and planning.
5. Conducts security certification and accreditation for information technologies using accepted classified procedures for secure systems.
6. Provides technical direction and supervision to other personnel; solving a variety of technical/scientific problems.
7. Generates and reviews designs for technical accuracy, completeness and appropriateness in light of objectives, budget, and schedule.
8. Manages computer investigations involving Network Penetration, Network Security, Computer Forensics and Data Recovery associated with sabotage, espionage and terrorism incidents.
9. Provides computer counterespionage advice and assistance to other elements of the organization and other intelligence agencies
10. May interface and provide liaison with federal law enforcement agencies in support of national level investigations at the direction of the Client.

#### **Senior Engineer Experience and Educational Requirements**

Bachelor's Degree in Information Technology, Computer Science or Engineering, or related technical, scientific or engineering discipline and six to sixteen (16) years of intensive and progressive experience in broad-based IT settings depending on the expertise required by the task elements. (Education may be substituted for general experience and relevant experience may be substituted for education). Top Secret Security Clearance is desired for applicant.

#### ***Engineer:***

Bachelor's degree in electrical engineering or management information systems or related field and six years experience systems engineering performing or directing advanced theoretical

Administrative Modification  
July 5, 2007

**Patriot LLC**

18

**410-381-8015**

**GS-35F-0095U**

studies of highly complex nature in a variety of scientific/engineering fields to discover concepts, techniques and applications that advance state-of-the-art system development; experience as a task leader; provides technical direction guidance to professionals.

***Junior Engineer***

Bachelor's degree in computer engineering or related field and one year experience in routine engineering assignments, such as, requirements identification, requirements analysis, system design, system development, system integration, and system testing.

**IT ENGINEERING**

This category includes personnel who perform a variety of engineering assignments such as designing, planning, installing, operating, maintaining, and implementing systems in various fields of specialization.

***Senior Technical Expert:***

Bachelor's degree in business management and computer studies or related field and 20 years, 10 months of IT experience of technical IT experience with 16 years, 7 months of the IT experience having been in leadership positions, such as direction of significant research and development efforts and 20 years, 7 months experience managing programs requiring comprehensive and innovative technical solutions; and a proven record of having successfully effected applicable technology transfer is imperative; or

Master's degree in computer science or related field, Bachelor's degree in mathematics and science or related field, and 27 years, 5 months experience IT experience of technical IT experience with 2 years, 3 months of the IT experience having been in leadership positions, such as direction of significant research and development efforts and 7 years, 5 months experience managing programs requiring comprehensive and innovative technical solutions; and a proven record of having successfully effected applicable technology transfer is imperative.

***Senior Infosec Software Support Specialist II***

**General Summary**

The Senior Infosec Software Support Specialist II works with the Client to evaluate, test, engineer, modify, and document many commercial and non-commercial security software programs that are used in the work of the agency. As the "Level II" Specialist this labor category may head development teams and assign work to other specialists and will participate in management discussions on the development and integration of software products and services with the Client

### **Principal Duties and Responsibilities**

1. Performs analysis, design, development, testing and debugging of computer software using accepted engineering techniques.
2. Installs, upgrades, and provides on-going technical support for major commercial packages.
3. Is proficient in programming with script languages such as: ASP, .NET, Apache, Sharepoint, SQL, PERL, Bourne Shell, and/or C Shell.
4. Prepares documentation for software projects through the various plans, specifications, and manuals that are an integral part of the software life cycle.
5. Works with client representatives to develop requirements testing criteria.
6. May provide guidance and direction to other support specialists on project team.

### **Senior Infosec Software Support Specialist II Experience and Educational Requirements**

Bachelor's Degree in Information Technology, Computer Science or Engineering, or related technical, scientific or engineering discipline and 10 years of intensive and progressive experience in broad-based IT settings depending on the expertise required by the task elements.. (Education may be substituted for general experience and relevant experience may be substituted for education.)

### ***Senior Infosec Software Support Specialist I***

#### **General Summary**

The Senior Infosec Software Support Specialist I either alone or with other Infosec Software Support Specialists to evaluate, test, engineer, modify, and document many commercial and non-commercial security software programs that are used in the work of the agency

### **Principal Duties and Responsibilities**

1. Performs analysis, design, development, testing and debugging of computer software using accepted engineering techniques.
2. Installs, upgrades, and provides on-going technical support for major commercial packages.
3. Is proficient in programming with script languages such as: ASP, .NET, Apache, Sharepoint, SQL, PERL, Bourne Shell, and/or C Shell.
4. Prepares documentation for software projects through the various plans, specifications, and manuals that are an integral part of the software life cycle.
5. Works with client representatives to develop requirements testing criteria.

### **Senior Infosec Software Support Specialist I Experience and Educational Requirements**

Bachelor's Degree in Information Technology, Computer Science or Engineering, or related technical, scientific or engineering discipline and 10 years of intensive and progressive experience in broad-based IT settings depending on the expertise required by the task elements.. (Education may be substituted for general experience and relevant experience may be substituted for education.)

## ***Senior Systems Integration Engineer***

### **General Summary**

The Senior Systems Integration Engineer generally leads a development team that provides installation and configuration of operating systems on both servers and workstations for a client. Position requires good customer relation and interaction skills. Must be able to understand customers' business functions.

### **Principal Duties and Responsibilities**

1. Design and develop web enabled .NET applications for government customers.
2. Perform systems analysis to determine requirements for automated systems that include database management systems (DBMS), Hyper Text Mark-up Language (HTML) end user interfaces, eXtensible Mark-up Language (XML) data interchange implementations, and other applications such as JAVA/JSP and SQL.
3. Translates Client business functions and practices into technology specifications.
4. Assists client in the identification, selection and utilization of hardware and software solutions for the organization.
5. Trouble shoots hardware and software problems, maintains and assigns IP addresses, and provides network connection for new systems.
6. Works with limited supervision. Must be willing to work in a team environment in the completion of multiple tasks.

### **Senior Systems Integration Engineer Experience and Educational Requirements**

Bachelor's Degree in Information Technology, Computer Science or Engineering, or related technical, scientific or engineering discipline and ten (10) years of intensive and progressive experience in broad-based IT settings depending on the expertise required by the task elements. Experience in Oracle database applications and communications/ data exchange requirements is a must. (Education may be substituted for general experience and relevant experience may be substituted for education.)

#### ***Lead Analyst***

MSA in information resource management or related field, Bachelor's degree in management studies or related field, and 12 years experience as engineering, analyst, or software experience in the following areas: system security analysis and implementation; program design and implementation; system engineering, electrical design, design assurance, or testing of information assurance products and systems; maintenance, integration or testing of information assurance products and systems.

#### ***Senior Analyst***

Ten years experience in the following areas: system security analysis and implementation; program design and implementation; system engineering, electrical design, design assurance, or testing of information assurance products and systems; maintenance, integration or testing of information assurance products and systems.

### ***Analyst***

Bachelor's degree in computer science or related field and 11 months experience system security analysis and implementation; program design and implementation; system engineering, electrical design, design assurance, or testing of information assurance products and systems; maintenance, integration or testing of information assurance products and systems.

### ***Computer Scientist Level Four***

Bachelor's degree in computer science or related field and 17 years experience in Unix and/or Windows operating systems, computer networking, and database systems (such as Oracle, Sybase, Lotus Notes); or

Master's degree in computer science or related field and 10 years experience in Unix and/or Windows Operating Systems, computer networking, and database systems (such as Oracle, Sybase, Lotus Notes)

### ***Computer Scientist Level Three***

Bachelor's degree in Computer science or related field and 10 years experience in Unix and/or NT operating Systems, computer networking, and database systems (such as Oracle, Sybase, Lotus Notes); or

Master's degree in computer science or related field and 8 years experience in Unix and/or NT Operating Systems, computer networking, and database systems (such as Oracle, Sybase, Lotus Notes)

### ***Computer Scientist Level Two***

Bachelor's degree in computer science or related field and 5 years experience in Unix and/or NT operating Systems , computer networking, and database systems (such as Oracle, Sybase, Lotus Notes); or

Master's degree in computer science or related field and 7 years experience in Unix and/or NT Operating Systems, computer networking, and database systems (such as Oracle, Sybase, Lotus Notes); or

12 years experience in Unix and/or NT Operating Systems, computer networking, and database systems (such as Oracle, Sybase, Lotus Notes).

### ***Computer Scientist Level One***

Bachelor's degree in software engineering or related field and 2 years and six months experience in Unix and/or NT Operating Systems, computer networking, and database systems (such as Oracle, Sybase, Lotus Notes).

### ***System Support Level Four***

Twelve years of cumulative experience providing systems support in the arenas of: systems administration; network administration; applications support; customer support; system and network development; database development and support; and computer operations;

### ***System Support Level Three***

Nine years of cumulative experience providing systems support in the arenas of: systems administration; network administration; applications support; customer support; system and network development; database development and support; and computer operations;

### ***System Support Level Two***

Five years of cumulative experience providing systems support in the arenas of: systems administration; network administration; applications support; customer support; system and network development; database development and support; and computer operations;

### ***System Support Level One***

Two years of cumulative experience providing systems support in the arenas of: systems administration; network administration; applications support; customer support; system and network development; database development and support; and computer operations;

### ***System Engineer Level Four***

Bachelor degree in business information systems or related field and 20 years experience in system engineering performing or directing advanced theoretical studies of highly complex nature in a variety of scientific/engineering fields to discover concepts, techniques and applications that advance state-of-the-art system development; experience as a task leader; provides technical direction guidance to professionals, or.

Master's degree in computer science or related field and 16 years experience in systems engineering performing or directing advanced theoretical studies of a highly complex nature in a variety of scientific/engineering fields to discover concepts, techniques and applications that advance state-of-the-art system development; experience as a task leader; provides technical direction guidance to professionals.

### ***System Engineer Level Three***

Master's degree in computer science or related field and 14 years experience in systems engineering performing or directing advanced theoretical studies of a highly complex nature in a variety of scientific/engineering fields to discover concepts, techniques and applications that advance state-of-the-art system development; experience as a task leader; provides technical direction guidance to professionals; or

Bachelor degree in business information systems or related field and 16 years experience in system engineering performing or directing advanced theoretical studies of highly complex nature in a variety of scientific/engineering fields to discover concepts, techniques and applications that advance state-of-the-art system development; experience as a task leader; provides technical direction guidance to professionals.

### ***System Engineer Level Two***

Bachelor's degree in electrical engineering or management information systems or related field and six years experience systems engineering performing or directing advanced theoretical studies of highly complex nature in a variety of scientific/engineering fields to discover concepts, techniques and applications that advance state-of-the-art system development; experience as a task leader; provides technical direction guidance to professionals.

### ***System Engineer Level One***

Bachelor's degree in computer engineering or related field and one year experience in routine engineering assignments, such as, requirements identification, requirements analysis, system design, system development, system integration, and system testing.

### ***Lead Analyst***

MSA in information resource management or related field, Bachelor's degree in management studies or related field, and 12 years experience as engineering, analyst, or software experience in the following areas: system security analysis and implementation; program design and implementation; system engineering, electrical design, design assurance, or testing of information assurance products and systems; maintenance, integration or testing of information assurance products and systems.

### ***Senior Analyst***

Ten years experience in the following areas: system security analysis and implementation; program design and implementation; system engineering, electrical design, design assurance, or testing of information assurance products and systems; maintenance, integration or testing of information assurance products and systems.

### ***Analyst***

Bachelor's degree in computer science or related field and 11 months experience system security analysis and implementation; program design and implementation; system engineering, electrical design, design assurance, or testing of information assurance products and systems; maintenance, integration or testing of information assurance products and systems.

### ***Tempest Level II***

Certified Tempest Level II with 19 years experience Tempest design, modification Tempest testing, NONSTOP, HIJACK, analysis, Tempest test plans, and Tempest Test Reports.

### ***Tempest Level I:***

Certified Tempest Level I with 16 years experience Tempest design, modification Tempest testing, NONSTOP, HIJACK, analysis, Tempest test plans, and Tempest Test Reports.

### ***Technical Writer***

Experience, which demonstrates the level of technical knowledge, abilities, and journalism skills required to format publications to include writing, illustration, interpretations, and depth of coverage. The knowledge and ability to interpret engineering and maintenance drawings, operational procedures, and absorb and synthesize large quantities of IT related information is required.

### ***Technical Specialist***

High school diploma and seven years experience in basic computer skills (data entry, word processing, spreadsheets, graphic applications, and document editing).

***Illustrator***

AA degree in drafting technology or related field, twenty five years experience in the areas of illustrating, and must be proficient in Auto Cad, Auto Sketch, Imagination, PhotoShoot, Adobe Illustrator, Designer, etc.

***Trainer Level II***

Eighteen years experience developing and implementing in-house programs, practice, and procedures to train all levels of personnel; coordinates class arrangements; conducts training classes; keeps abreast of training career field; develops solutions to complex problems requiring the use on ingenuity and innovation; considered an expert in the field.

***Trainer Level I***

Sixteen years experience developing and implementing in-house programs, practice, and procedures to train all levels of personnel; coordinates class arrangements; conducts training classes; keeps abreast of training career field; develops solutions to complex problems requiring the use on ingenuity and innovation; considered an expert in the field.

**GSA Approved Labor Rates**

Effective Date: November 16, 2007

Labor Category	Patriot, LLC. Corporate Rates	Discount Offered to GSA 2%	GSA GS-35F- 0095U Schedule Rate Govt. Site	Education	Experience
Program Manager	\$ 95.00	\$ 1.90	\$ 93.10	MS/MBA	10
Data Collection Specialist	\$ 40.71	\$ 0.81	\$ 39.90	HS	2
Senior Engineer	\$ 120.19	\$ 2.40	\$ 117.79	MS/MBA	14
Engineer	\$ 107.69	\$ 2.15	\$ 105.54	BS	12
Junior Engineer	\$ 96.15	\$ 1.92	\$ 94.23	BS	8
Senior Analyst II	\$ 105.77	\$ 2.12	\$ 103.65	MS/MBA	2
Senior Analyst I	\$ 91.35	\$ 1.83	\$ 89.52	BS	12
Junior Analyst	\$ 81.73	\$ 1.63	\$ 80.10	BS	8
Senior Systems Integration Engineer	\$ 113.92	\$ 2.28	\$ 111.64	BS	10
Senior Infosec Software Support Specialist II	\$ 113.92	\$ 2.28	\$ 111.64	BS	10
Senior Infosec Software Support Specialist I	\$ 110.00	\$ 2.20	\$ 107.80	BS	10
Senior Technical Expert	\$ 114.00	\$ 2.28	\$ 111.72	BS	25
Computer Scientist IV	\$ 104.00	\$ 2.08	\$ 101.92	BS	17
Computer Scientist III	\$ 86.00	\$ 1.72	\$ 84.28	BS	10
Computer Scientist II	\$ 73.00	\$ 1.46	\$ 71.54	BS	5
Computer Scientist I	\$ 57.00	\$ 1.14	\$ 55.86	BS	2.5
System Support IV	\$ 93.00	\$ 1.86	\$ 91.14	Cert.	12
System Support III	\$ 78.00	\$ 1.56	\$ 76.44	Cert.	9
System Support II	\$ 61.00	\$ 1.22	\$ 59.78	Cert.	5
System Support I	\$ 51.00	\$ 1.02	\$ 49.98	Cert.	2
System Engineer IV	\$ 115.38	\$ 2.31	\$ 113.07	BS	20
System Engineer III	\$ 89.00	\$ 1.78	\$ 87.22	BS	16
System Engineer II	\$ 75.00	\$ 1.50	\$ 73.50	BS	6
System Engineer I	\$ 53.00	\$ 1.06	\$ 51.94	BS	1
Lead Analyst	\$ 85.00	\$ 1.70	\$ 83.30	BS	12
Senior Analyst	\$ 75.00	\$ 1.50	\$ 73.50	BS	12
Analyst	\$ 57.00	\$ 1.14	\$ 55.86	BS	9
Tempest II	\$ 75.92	\$ 1.52	\$ 74.40	Cert.	19
Tempest I	\$ 67.31	\$ 1.35	\$ 65.96	Cert.	16
Technical Writer	\$ 57.00	\$ 1.14	\$ 55.86	HS	27
Technical Specialist	\$ 48.08	\$ 0.96	\$ 47.12	HS	7
Illustrator	\$ 47.00	\$ 0.94	\$ 46.06	AA	25
Trainer II	\$ 81.00	\$ 1.62	\$ 79.38	HS	18
Trainer I	\$ 60.00	\$ 1.20	\$ 58.80	HS	16

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

**PREAMBLE**

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

**COMMITMENT**

To actively seek and partner with small businesses.

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

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

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

To 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 ordering activity contracts. To accelerate potential opportunities please contact

BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

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

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

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

Signatures

\_\_\_\_\_

Ordering Activity

\_\_\_\_\_

Date

\_\_\_\_\_

Contractor

\_\_\_\_\_

Date

BPA NUMBER \_\_\_\_\_

(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT

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

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

MODEL NUMBER/PART NUMBER	*SPECIAL
BPA DISCOUNT/PRICE	
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

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

(4) This BPA does not obligate any funds.

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

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

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

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

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

- (a) Name of Contractor;
- (b) Contract Number;

- (c) BPA Number;
  - (d) Model Number or National Stock Number (NSN);
  - (e) Purchase Order Number;
  - (f) Date of Purchase;
  - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
  - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

**BASIC GUIDELINES FOR USING  
“CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to 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 or the Federal Supply Schedule Contract.

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers 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.