



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

Note: ALTEK Information Technology, Inc. wishes to participate under the cooperative and disaster recovery purchasing program. The following SINs are available to state and local: 132-51

SIN 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 D316 IT Network Management 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

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

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

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

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Contract Number: **GS-35F-0140U**

DUNS: **18-165-0727**

Period Covered by Contract: **December 13,2007 – December 12, 2012**

General Services Administration

Federal Supply Service

Pricelist current through Modification # PO-0001, dated 29, April, 2008.

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/>

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

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page (www.fss.gsa.gov) 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 micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT:

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

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

Offerors are requested to check one of the following boxes:

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

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

**ALTEK Information Technology, Inc.
241 East 4th Street, Suite 201
Frederick, MD 21701-3605**

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:

301-695-4440

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 **\$100.**

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

The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 132-51 – Information Technology (IT) Professional Services

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, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;

- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

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

NOT APPLICABLE

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.

23. 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 segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

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

23. SECTION 508 COMPLIANCE.

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

The EIT standard can be found at: 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)**

1. SCOPE

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

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

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 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 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

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

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

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

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

PREAMBLE

(Name of Company) 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 Anne Lipman, 301-695-4440, alipman@al-tekinc.com, 301-695-9390.

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.



ALTEK Information Technology, Inc.

Labor Categories and Descriptions

1) Application Developer – I

Education / Experience: A Bachelors degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. Position requires a minimum of four (4) years experience managing or performing software engineering activities, of which at least four (4) years must be specialized.

Functions: Analyzes and studies complex system/Technical requirements and prepares recommendations for change. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, and other accepted design techniques. Prepares existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management.

Qualifications: Specialized technical experience includes: z/OS, JCL, COBOL, DB2, SQL, Syncsort, COBOL Stored Procedures Full Life Cycle methodology BMC DB2 utilities, MQSeries, C/C++, UNIX, Java, J2EE, EJB (Enterprise JavaBeans), Applet, Java Swing, GUI Development, WebSphere Application Server, WASD (WebSphere Studio Application Developer), Object oriented design and IBM/SUN design patterns knowledge, Servlets, JSP (Java Server Pages), Struts frameworks, JUnit (testing framework), XML (Extensible Markup Language), XSL (Extensible Stylesheet Language), XSD (XML Schema Definition), DTD (Document Type Definition), JavaScript, HTML, RMI (Remote Method Invocation), JMS (Java Message Service), Web Services, SOAP (Simple Object Access Protocol), PVCS Version Manager, Rational Rose, Unified Process, RDBMS experience (prefer DB2, Oracle), SQL, JDBC (Java Database Connectivity), UML (Unified Modeling Language), Full Life Cycle methodology, C/C++, UNIX, SAS, ETS (Econometric Time Series), High Performance Forecasting (HPF), SAS Data Miner, CPLEX, Visual Basic, ActiveX Controls, ADO, COM+, ODBC.

2) Application Developer – II

Education / Experience: A Bachelors degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. Position requires a minimum of eight (8) years experience managing or performing software engineering activities.

Functions: Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques.

Qualifications: A Bachelors degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. Position requires a minimum of eight (8) years experience managing or performing software engineering activities. Specialized experience includes: z/OS, JCL, COBOL, DB2, SQL, Syncsort, COBOL Stored Procedures Full Life Cycle methodology BMC DB2 utilities, MQSeries, C/C++, UNIX, Java, J2EE, EJB (Enterprise JavaBeans), Applet, Java Swing, GUI Development, WebSphere Application Server, WASD (WebSphere Studio Application Developer), Object oriented design and IBM/SUN design patterns knowledge, Servlets, JSP (Java Server Pages), Struts frameworks, JUnit (testing framework), XML (Extensible Markup Language), XSL (Extensible Stylesheet Language), XSD (XML Schema Definition), DTD (Document Type Definition), JavaScript, HTML, RMI (Remote Method Invocation), JMS (Java Message Service), Web Services, SOAP (Simple Object Access Protocol), PVCS Version Manager, Rational Rose, Unified Process, RDBMS experience (prefer DB2, Oracle), SQL, JDBC (Java Database Connectivity), UML (Unified Modeling Language), Full Life Cycle methodology, C/C++, UNIX, SAS, ETS (Econometric Time Series), High Performance Forecasting (HPF), SAS Data Miner, CPLEX, Visual Basic, ActiveX Controls, ADO, COM+, ODBC.

3) Technical Architect

Education / Experience: A Masters or Bachelor's Degree in Engineering, Computer Science, Math, and Physics or in an appropriate discipline. The Technical Architect must have a minimum of eight (8) years of experience in the design, development and support of large complex mission critical systems in areas such as: BPM (Business Process Management) tools, design, workflow management, development of technical diagrams, creation of technical solutions, knowledge of SOA (Service Oriented Architecture).

Functions: Serves as the expert responsible for providing direction in supporting the technical architecture. The Technical Architect advises, participates and supports projects and teams in the technical analysis of large complex mission critical systems in defining systems and software architecture.

Facilitates the resolution and maintenance of enterprise common valid values and assists clients with the synchronization and integration of data across the enterprise. Uses joint application development techniques (JAD) to assist clients with the translation of business rules into data models. Conducts data definition sessions with users. Provides guidance, education and assistance to the IT and user communities in support of their data access and usage activities. Maps artifacts to a data architecture framework and managing data/message requirements in an Enterprise Application Integration environment for Middleware layer.

Experienced managing data/message requirements in an Enterprise Application Integration environment. Establishes the Enterprise information architecture and the data components of a Systems Development Lifecycle. Develops procedures to convert enterprise assets to information assets from a knowledge management standpoint.

Qualifications: A Masters or Bachelor's Degree in Engineering, Computer Science, Math, and Physics or in an appropriate discipline. The Senior System Architect must have a minimum of eight (8) years of experience in the design, development and support of large complex mission critical systems in areas such as: BPM (Business Process Management) tools such as Pegasystems PRPC, design, workflow management, development of technical diagrams, creation of technical solutions, knowledge of SOA (Service Oriented Architecture), serving in a role for the enforcement and maintenance of governance policies, processes, performance measurements, and roles relative to industry best practice.

Experience with business process and enterprise modeling. Maps artifacts to a data architecture framework. Experience in Data Management within the field of Information Technology. Proven ability to distinguish data and architectural requirements at system level, project level, department level and enterprise level; must be able to perform

requirements definition, analysis, data pattern analysis and design in support of enterprise data integration efforts. Defines and maintains the use of standardized enterprise data element names, abbreviations, definitions, characteristics, and domains.

Experienced with business process frameworks and business process modeling as well as the ability to stratify data for data management purposes, Knowledgeable in the use and application of SEI's CMM and CMMI (Capability Maturity Model). Solid understanding of full Software Life Cycle Development and is able to develop policies related to the data architecture domain of a SDLC. Has the ability to create and maintain multi-subject area enterprise and canonical models that will support an Enterprise Data Architecture strategy and breaking said model down into service-oriented components to define strategy for service-oriented data management.

Has hands-on experience in developing and communicating Knowledge Management solutions including, but not limited to, creation of "as is" models for the current Information Assets and a "to be" model for future Information Assets; development of procedures to ensure information assets are developed and consistently retained as a normal part of project management; implementation of Knowledge Management portal to provide access to the Information Assets. Experienced in metadata management policies and procedures. Experience with Conceptual (ER Diagrams), logical and physical database design, data acquisition analysis and design. Proficient in Relational and Dimensional Data Modeling. Experienced in environments with Object Oriented methodology and development tools such as Rational Rose, VISIO and ERwin to develop process and models. Has experience in technologies such as SOAP, JDBC and XML. Experienced with OLTP/OLAP technologies, UI, Report and OO Analysis and Design. Knowledge of industry Data Architecture best practices. Familiarity with Middleware tools. Proven expertise in designing, building, and implementing data warehouses and data marts. Knowledge of multiple RDBMS (DB2, Oracle, Sybase) and the architectural implications associated with each platform. Ability to create and work with plans that lead to consolidation of legacy systems. Familiarity with LDAP, Single sign-on, Web technologies and enterprise web services as well as technical web services, Enterprise taxonomy.

4) Senior Technical Architect

Education / Experience: A Masters or Bachelor's Degree in Engineering, Computer Science, Math, and Physics or in an appropriate discipline. The Senior Technical Architect must have a minimum of ten (10) years of experience in the design, development and management of large complex mission critical systems in areas such as: BPM (Business Process Management) tools. Able to develop source-to-target mapping of data creation and review, workflow management, development of technical diagrams, creation of technical solutions, knowledge of SOA (Service Oriented Architecture). Serves in a role for the definition and enforcement of governance policies, processes, performance measurements, and roles relative to industry best practice, and providing both technical and administrative services to execute architecture policy, procedures, roles and responsibilities, concept of operations and standards.

Functions: Serves as the expert responsible for The Senior Technical Architect advises, leads and supports projects and teams in the technical analysis of large complex mission critical systems in defining systems and software architecture.

Facilitates the resolution and maintenance of enterprise common valid values and assists clients with the synchronization and integration of data across the enterprise. Uses joint application development techniques (JAD) to assist clients with the translation of business rules into data models. Participates in the development, implementation and use of an enterprise data warehouse. Provides guidance, education and assistance to the IT and user communities in support of their data access and usage activities. Maps artifacts to a data architecture framework and managing data/message requirements in an Enterprise Application Integration environment for Middleware layer. Experienced in managing data and message requirements in an Enterprise Application Integration environment for both a Middleware layer and Enterprise data architecture strategy.

Establishes and enforces the Enterprise information architecture and the data components of a Systems Development Lifecycle. Defines and enforces procedures to convert enterprise assets to information assets from a Knowledge Management standpoint. Experienced with business process frameworks and business process modeling as well as the ability to stratify data for Data Management purposes.

Qualifications: A Masters or Bachelor's Degree in Engineering, Computer Science, Math, and Physics or in an appropriate discipline. The Senior System Architect must have a minimum of ten (10) years of experience in the design, development and support of large complex mission critical systems in areas such as: BPM (Business Process Management) tools such as Pegasystems PRPC, design, source-to-target mapping of data creation and review, workflow management, development of technical diagrams, creation of technical solutions, knowledge of SOA (Service Oriented Architecture), serving in a role for the definition and enforcement of governance policies, processes, performance measurements, and roles relative to industry best practice. Provides both

technical and administrative services to execute architecture policy, procedures, roles and responsibilities, concept of operations and standards. Experience with business process and enterprise modeling/mapping artifacts to a data architecture framework. Extensive experience in Data Management within the field of Information Technology. Proven ability to distinguish data and architectural requirements at system level, project level, department level and enterprise level; must be able to perform requirements definition, analysis, data pattern analysis and design in support of enterprise data integration efforts. Define, maintain and enforce the use of standardized enterprise data element names, abbreviations, definitions, characteristics, and domains.

Experienced in the use and application of SEI's CMM and CMMI (Capability Maturity Model). Has a solid understanding of full Software Life Cycle Development and is able to develop policies related to the data architecture domain of a SDLC. Ability to create and maintain multi-subject area enterprise and canonical models that will support an Enterprise Data Architecture strategy and breaking said model down into service-oriented components to develop/define strategy for service-oriented data management. Has hands-on experience in developing and communicating Knowledge Management solutions including, but not limited to, creation of "as is" models for the current Information Assets and a "to be" model for future Information Assets; development of procedures to ensure information assets are developed and consistently retained as a normal part of project management; implementation of Knowledge Management portal to provide access to the Information Assets. Experience in metadata management policies and procedures. Experience with Conceptual (ER Diagrams), logical and physical database design, data acquisition analysis and design. Proficient in Relational and Dimensional Data Modeling. Solid experience in environments with Object Oriented methodology and development tools such as Rational Rose, Model Maker, VISIO and ERwin to develop process and models as well as experience in technologies such as SOAP, JDBC and XML. Experience with OLTP/OLAP technologies, UI, Report and OO Analysis and Design. Knowledge of industry Data Architecture best practices. Familiar with Middleware tools like TIBCO's BusinessWorks. Proven expertise in designing, building, and implementing data warehouses and data marts. Knowledge of multiple RDBMS (DB2, Oracle, Sybase) and the architectural implications associated with each platform. Creates and manages plans that lead to consolidation of legacy systems. Familiar with LDAP, Single sign-on, Web technologies and enterprise web services as well as technical web services, Enterprise taxonomy.

5) Technical Business Analyst

Education / Experience: A Bachelors degree in Computer Science, Information Systems, Business, or related field with eight (6) years of demonstrated experience, three (3) of which shall be within the last five (5) years in the business of information resources management, which must include five (5) years of experience in technical business process improvement.

Functions: Responsible for resource planning and allocation, analysis of buying trends, research, analysis and presentation of contract status and resource reports, and market analysis, requirements gathering and requirements definition. Provides professional support to Contract and Business Managers and maintains resource requirements. Evaluates internal requirements for the execution of IT strategies Develops compensation strategies for achieving and maintaining the optimum levels of technical capability with available financial resources.

Qualifications: A Bachelors degree in Computer Science, Information Systems, Business, or related field with eight (6) years of demonstrated experience, three (3) of which shall be within the last five (5) years in the business of information resources management, which must include five (5) years of experience in technical business process improvement.

6) Infrastructure Security Architect

Education / Experience: Bachelors degree in a technical field (Computer Science, MIS, Engineering) required. Ten (10) or more years' experience may be substituted for degree. Information Security Certification/Training a plus. Five (5) years of demonstrated analytical skills - the ability to translate security policy statements into an understanding of security tool implementation.

Functions: Provide security architecture, policy and design support for technical systems and networks. Individual will also provide Information Security Certification and Accreditation support for applications, systems and networks in accordance with appropriate customer policies and processes.

Qualifications: Bachelors degree in a technical field (Computer Science, MIS, Engineering) required. Ten (10) plus years' experience may be substituted for degree. Information Security Certification/Training a plus. Five (5) years of demonstrated analytical skills - the ability to translate security policy statements into an understanding of security tool implementation. Specialized experience may include: Tivoli Identity Manager (TIM) and Tivoli Access Manager (TAM), TDI (Tivoli Directory Integrator) configurations, LDAP, Meta Directory, Active Directory, SSO (Single Sign On), SiteMinder.

7) Senior Infrastructure Security Architect

Education / Experience: Bachelors in a technical field (Computer Science, MIS, Engineering) required, advanced degree a plus. Information Security certification or training is required. Seven (7) years of demonstrated analytical skills. Demonstrated ability to develop security policies and procedures and to translate security policy statements into an understanding of security tool implementation.

Functions: Provides definition and implementation guidance for security architecture, policy and design technical direction for systems and networks. Individual will provide Information Security Certification and Accreditation direction, guidance and support for applications, systems and networks in accordance with appropriate policies and processes.

Qualifications: Bachelors degree in a technical field (Computer Science, MIS, Engineering) required, advanced degree a plus. Information Security certification or training required. Seven (7) years of demonstrated analytical skills - the ability to translate security policy statements into an understanding of security tool implementation. Specialized experience may include: Tivoli Identity Manager (TIM) and Tivoli Access Manager (TAM), TDI (Tivoli Directory Integrator) configurations, LDAP, Meta Directory, Active Directory, SSO (Single Sign On), SiteMinder.

8) Technical Project Manager

Education / Experience: A Bachelor's degree in a technical or management field and eight (8) years of experience performing the overseeing project functions. At least five (5) years of the total experience which consists of management and supervisory experience including the performance of functions.

Functions: Acts as a technical manager and administrator for one or more projects; serves as an interface and point of contact with the business stakeholders. Oversees project operations by developing system management procedures, planning and execution of the technical effort. Responsible for monitoring and reporting project progress, manages the acquisition and employment of the project resources manages and controls financial and administrative aspects of the project with respect to delivery.

Qualifications: A Bachelor's degree in a technical or management field and eight (8) years of experience performing the overseeing project functions. At least five (5) years of the total experience which consists of management and supervisory experience including the performance of functions. At least two (2) years of the total experience spent as a leader investigating large and complex problems. Sound recommendations relevant to computing, quality control, analysis, and testing systems.

9) Senior Project Manager

Education / Experience: A Bachelor's degree in a technical or management field and ten (10) years of progressive experience in the development of systems in broad-based information technology (IT) settings involving the use of contemporary tools and techniques for information systems development. Six (6) years of specific experience in project development from inception to deployment, demonstrated ability to provide guidance and direction in tasks of varying levels of size and scope of effort, proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts.

Functions: Acts as the project manager and administrator for one or more projects; serves as the primary interface and point of contact with the business stakeholders. Oversees project operations by developing system management procedures, planning and execution of the technical effort. Responsible for monitoring and reporting project progress, manages the acquisition and employment of the project resources manages and controls financial and administrative aspects of the project with respect to delivery.

Qualifications: A Bachelor's degree in a technical or management field and ten (10) years of experience performing the overseeing project functions. At least six (6) years of the total experience which consists of management and supervisory experience including the performance of functions. At least four (4) years of the total experience spent as a leader investigating large and complex problems.

10) Database Administrator (DBA) I

Education / Experience: An associate's degree or technical certification and 2 years of related experience.

Functions: Performs day to day database maintenance, including data archival, data recovery, anomaly detection, and data management. Develops systems and processes to monitor data integrity issues. Corrects data as required and provides feedback to appropriate personnel. Analyzes information and runs queries to ensure accuracy. Creates reports as may be required of system data problems. Proactively reviews and improves overall system data processes to ensure high integrity of information

Reviews physical databases design with developers and creates objects in development, maintenance, testing, training, and production environments. Calculates optimum values for database parameters, and sets them as appropriate.

Runs diagnostic tools to identify database performance bottlenecks, and take appropriate corrective actions to improve database performance. Works with development teams to tune SQL queries.

Creates database users, and assign appropriate roles. Runs vulnerability scan software to detect security vulnerabilities, and apply patches. Strong experience in performance tuning. Sets-up and monitors database backup and recovery jobs. Performs disaster

recovery simulation tests. Participates in Disaster/Recovery Plan implementation. Trains users and developers on optimal usage of database resources. Consults with development teams to determine impact of database changes on other systems.

Qualifications: Clearly demonstrates the skills to evaluate existing databases and recommend architectural changes, tuning improvements and where appropriate, database consolidation.

11) Database Administrator (DBA) II

Education / Experience: BS degree in Computer Science or Computer Engineering or a related discipline plus significant database experience and/or 3+ years prior experience as a database administrator.

Functions: Performs day to day database maintenance, including data archival, data recovery, anomaly detection, and data management. Develops systems and processes to monitor data integrity issues. Corrects data as required and provides feedback to appropriate personnel. Analyzes information and runs queries to ensure accuracy. Creates reports as may be required of system data problems. Proactively reviews and improves overall system data processes to ensure high integrity of information

Reviews physical databases design with developers and creates objects in development, maintenance, testing, training, and production environments. Calculates optimum values for database parameters, and sets them as appropriate. Runs diagnostic tools to identify database performance bottlenecks, and take appropriate corrective actions to improve database performance. Works with development teams to tune SQL queries.

Creates database users, and assign appropriate roles. Runs vulnerability scan software to detect security vulnerabilities, and apply patches. Strong experience in Performance Tuning Sets-up and monitors database backup and recovery jobs. Performs disaster recovery simulation tests. Participates in Disaster/Recovery Plan implementation. Trains users and developers on optimal usage of database resources. Consults with development teams to determine impact of database changes on other systems.

Qualifications: Clearly demonstrates the skills to evaluate existing databases and recommend architectural changes, tuning improvements and where appropriate, database consolidation.

12) Database Administrator (DBA) III

Education / Experience:

BS degree in Computer Science or Computer Engineering or a related discipline plus significant database experience and/or 5-10 years prior experience as a database administrator

Functions: Designs, implements, and maintains complex databases with respect to the operating system, access methods, access time, device allocation, validation checks, organization, and statistical method. Maintains database dictionaries and integrates system through database design. May supervise small team of database administrators and data entry specialists. Works independently without direct supervision.

Performs day to day database maintenance, including data archival, data recovery, anomaly detection, and data management. Develops systems and processes to monitor data integrity issues. Corrects data as required and provides feedback to appropriate personnel. Analyzes information and runs queries to ensure accuracy. Creates reports as may be required of system data problems. Proactively reviews and improves overall system data processes to ensure high integrity of information

Reviews physical databases design with developers and creates objects in development, maintenance, testing, training, and production environments. Calculates optimum values for database parameters, and sets them as appropriate. Runs diagnostic tools to identify database performance bottlenecks, and take appropriate corrective actions to improve database performance. Works with development teams to tune SQL queries.

Creates database users, and assign appropriate roles. Runs vulnerability scan software to detect security vulnerabilities, and apply patches. Strong experience in Performance Tuning Sets-up and monitors database backup and recovery jobs. Performs disaster recovery simulation tests. Participates in Disaster/Recovery Plan implementation. Trains users and developers on optimal usage of database resources. Consults with development teams to determine impact of database changes on other systems.

Qualifications: Clearly demonstrates the skills to evaluate existing databases and recommend architectural changes, tuning improvements and where appropriate, database consolidation. Demonstrated ability to mentor and supervise DBA's

13) Network Engineer I

Education / Experience: One year experience or a technical certification such as an MCSE, CNE.

Functions: Supports peripheral devices such as printers, scanners, tape backup devices etc. Installs and configures the operating system, desktop applications, or related software. Provides basic troubleshooting and help desk support.

Qualifications: Works under supervision to perform a variety of support activities, which are broad in nature and concerned with basic network troubleshooting, operations of desktop applications, use of the operating system.

14) Network Engineer II

Education / Experience: Bachelor's Degree in related field or equivalent. Five (5) years of general experience is considered equivalent to a Bachelor's Degree or four (4) years of general experience and a technical certification such as a MCSE, CNE, or CCIE is considered equivalent to a Bachelor's Degree.

Functions: Supports the planning and performance of network engineering research, design development, operations, and other assignments in conformance with network design, engineering, and customer specifications. Provides technical and engineering support for network projects assigned to higher level engineers.

Qualifications: Works under supervision to perform a variety of network engineering tasks, which are broad in nature and are concerned with the design, implementation, and operations of integrated networks. Provides hardware, software support as required. Works under the supervision of a Network Engineer III

15) Network Engineer III

Education / Experience: Bachelor's degree. Four (4) years of information technology experience may be substituted for the Bachelor's degree.

Functions: Plans and performs network engineering research, design development, and other assignments in conformance with network design, engineering, and customer specifications. Responsible for the technical/engineering part of a major project or a project of lesser complexity and importance than those normally assigned to a higher level engineer. Provides technical strategy and guidance by reviewing and recommending IT solutions to client problems based on an understanding of how IT products and services support the client's mission.

Qualifications: Experienced with the design, implementation, and operations of communications architectures, Internet/Intranets, and integrated networks, including personnel, hardware, software and support facilities and/or equipment. Experienced with the World Wide Web (WWW) and related protocols, architectures, and communication strategies. Understands network security methods and processes, network protocols, firewalls, etc. Experienced with local and wide area network and communications architectures.

19)Systems (Process) Engineer I

Education / Experience: Bachelor s degree. Four (4) years of information technology experience may be substituted for the Bachelor s degree.

Functions: Works independently to develop complex technical solutions for client information technology requirements. Plans complex IT project technical coordination and defines and documents client concept of operations and requirements. Implements the engineering methodology to meet the project technical requirements. Utilizes IT expertise to lead technical activities in areas such as software engineering, detailed design documentation, applications implementation and test management in coordination with other internal support groups to facilitate resolution of customer problems. Provides technical guidance by reviewing and recommending IT solutions to client problems based on an understanding of how IT products and services interrelate and support the client s mission.

Qualifications: Eight (8) years of information technology experience of which one (1) year is specialized experience working on complex IT solutions within a project organization.

16) Systems (Process) Engineer II

Education / Experience: Seven (7) years of specialized experience in information technology design, development and implementation in addition to three (3) years specialized experience working on complex IT solutions within a project organization.

Functions: Works independently as an expert consultant to the project organization to provide advanced technical expertise and guidance for significantly complex information technology problems. Leads complex IT project technical coordination resulting in documentation of the client's concept of operations and requirements. Leads the implementation of engineering methodologies to meet the project technical requirements. Utilizes IT expertise to lead technical activities in areas such as software engineering, detailed design documentation, applications implementation and test management .

17) Systems (Process) Engineer III

Education / Experience: Ten (10) years of specialized experience in information technology design, development and implementation in addition to three (3) years experience in a senior leadership role working on complex IT solutions within a project organization.

Functions: Works independently as an expert consultant to the project organization to provide advanced technical expertise and guidance for significantly complex information technology problems. Leads complex IT project technical coordination resulting in documentation of the client's concept of operations and requirements. Leads the implementation of engineering methodologies to meet the project technical requirements. Utilizes IT expertise to lead technical activities in areas such as software engineering, detailed design documentation, applications implementation and test management in coordination with other internal support groups to facilitate resolution of customer problems. Provides technical guidance by reviewing and recommending IT

solutions to client problems based on an understanding of how IT products and services interrelate and support the client s mission.

Qualifications: Bachelor s degree. Four (4) years of information technology experience may be substituted for the Bachelor s degree.

18) Senior Configuration Management (CM) Specialist

Education / Experience: Bachelor s degree. Four (4) years of information technology experience may be substituted for the Bachelor s degree.

Functions: The Senior Configuration Management Specialist creates and maintains a configuration management library of software, systems, technical documents, user manuals, controlled documents, requirements information, submissions and other items or information necessary to define the configuration of a regulated software system. This position also maintains inventories of equipment, hardware and software used in the creation, maintenance, testing or support of a software application. The Senior Configuration Management Specialist may supervise junior staff, provide training in CM processes and practices and evaluate the overall CM process to identify and implement improvements.

The Senior CM Specialist is also responsible for:

- Creation and maintenance of databases and inventories.
- Reporting on information contained in databases and inventories.
- Logistical related tasks such as shipping, receiving and storage of equipment and hardware.
- Responding to enquiries for information from the CM library.
- Supervision and training

Qualifications: At least 5 years related experience in configuration management and support. Good written and verbal communication skills and a general business knowledge and background.

19) Technical Writer

Education / Experience: A BS or associates degree in Technical Writing, Journalism, Communication, English or equivalent and 3+ years as a technical writer.

Functions: The Technical Writer develops, writes and edits material for product documentation including all training & marketing material Maintains and reviews published materials and recommends revisions and changes for clarity and usability.

The Technical writer is also responsible for:

- Determining documentation needs.
- Communicating complex subject material in simple, consumable terminology.
- Translating software usage into user manuals and other material
- Providing communication support to other organizational entities

20) Data Warehousing Architect

Education / Experience: Bachelor's degree in a technical or management field and 5+ years experience with data warehousing environments and the development of DW architecture Performance tuning experience in Oracle data warehousing environments.

Functions: The Data Warehouse Architect has primary administrative responsibility for the logical and physical design of the warehouse environment. The Data Warehouse Architect develops the vision of the logical / physical view of the warehouse and mentors others on best practices for DW data structures. Creates and maintains the DW conceptual (or logical) model based on the business rules captured from the business requirement gathering sessions.

Creates the first cut physical model and participates in the modifications to it as the project moves through the design and development phases. Ensures all models are consistent with the Enterprise data models, naming standards, etc. Update DW conceptual model as needed (additional subject areas / entities / attributes). Updates physical model as needed.

Create the first cut physical model and participates in the modifications to it as the project moves through the design and development phases. Participates in design, source-to-target mapping, meta data creation and review, and testing Skills.

Qualifications: 5+ years experience with data warehousing environments and the development of DW architecture Performance tuning experience in Oracle data warehousing environments. Possesses a firm understanding of data base security concepts and rules. Experience in both operational (i.e. transactional) and DW physical data modeling (including 3rd normal form and star schema). Ability to create a collaborative environment. Strong mentoring and collaboration skills. Experience with data modeling tools ERWIN, TIBCO, COGNOS, Business Objects (BO) and Informatica. Modifies and documents the logical and physical models including definitions, indexing, cardinality, and ensuring consistency in naming conventions and domains. Experience in both operational (i.e. transactional) and DW physical data modeling (including 3rd normal form and star schema).

21) System Administrator I

Education / Experience: A technical certification and two years experience..

Functions The Systems Administrator (SA) ensures the operation of computer systems, hardware and networks for internal and external clients. SA responsibilities include:

- Following key product requirements as outlined within the Standard Operating Procedures (SOPs).
- Installing, configuring and maintaining workstations, servers and network hardware and software components.
- Managing and supporting the production hardware and network on a 7/24 basis
- Troubleshooting technical problems as they arise.
- Implementing and managing system security.
- Developing technical specifications from requirements

- Designing security and access controls.
- Performing software implementations and validations under the defined quality management practices

Qualifications: Must clearly demonstrate the skills to evaluate existing databases and recommend architectural changes, tuning improvements and where appropriate, database consolidation.

22) System Administrator II

Education / Experience: A technical certification, or associates degree and four (4)years experience..

Functions: The Systems Administrator II (SA II) ensures the operation of computer systems, hardware and networks for internal and external clients. The SA II also:

- Establishes policies and procedures for administering the network servers.
- Works with the Information Assurance Specialist to ensure that security policies, procedures, and guidelines are being followed.
- Performs user account and password maintenance.
- Works with the Network Engineer to establish system backup and maintenance policies, procedures, and guidelines.
- Performs system backups.
- Troubleshoots network and desktop problems.
- Performs related duties as required.

Qualifications: Works under supervision but independently works to perform a variety of system administration functions which are broad in nature and are concerned with the support of network systems, network servers and desktop computers.

23) System Administrator III

Education / Experience: B.S. degree in in Computer Science or Computer Engineering or a related discipline plus significant database experience and/or 3+ years prior experience as a system administrator

Functions: The Systems Administrator III has a leadership role in ensuring the operation of computer systems, hardware and networks for internal and external clients. The SA III:

- Establishes policies and procedures for administering the network servers.
- Works with the Information Assurance Specialist to ensure that security policies, procedures, and guidelines are being followed.
- Performs user account and password maintenance.
- Works with the Network Engineer to establish system backup and maintenance policies, procedures, and guidelines.
- Performs system backups.
- Troubleshoots network and desktop problems.
- Performs related duties as required.

Qualifications: Works independently with management oversight. Works to perform a variety of system administration functions which are broad in nature and are concerned with the support of network systems, network servers and desktop computers

24) Systems Administrator

Education / Experience: Bachelor's degree in a technical or management field and minimum of 10 years of IT experience, 5 of which should be in Middleware technology specifically the Websphere suite of technologies. Experience with Portal servers (specifically WebSphere Portal). Experience with single-sign-on (authentication and authorization mechanisms), preferably using Netegrity Siteminder in Production environment.

Functions: Responsible for activities related to Internet Systems Administration and Internet Systems Architecture. Under minimal supervision by manager or lead technical staff member, installs, maintains, configures and secures computer hardware and operating systems software as well as supported software/network services (file and print, server clustering, web servers, directory services, security services, etc.). This includes accountability for the integrity of the systems infrastructure environment, all activities related to production systems management and problem resolution, all related planning, scheduling, testing and coordination, the maintenance of growth statistics, space forecasts, hardware and software inventories and tape backup coverage/inclusion ownership. Provides technical support to other support teams and team members, engages in network and systems management and monitoring using various tools (OS & SW logs, SiteScope, Wily, network packet analysis, etc.), and participates in disaster recovery planning and testing. Willing to carry and respond to cell phone/pager calls in a 24X7 support role with call escalation and after hours support rotation responsibilities.

Qualifications: Minimum of 10 years of IT experience, 5 of which should be in Middleware technology specifically the Websphere suite of technologies. Experience with Portal servers (.g.,specifically WebSphere Portal). Experience with single-sign-on (authentication and authorization mechanisms), preferably using Netegrity Siteminder in Production environment. Experience with Business Continuity and Disaster recovery implementations in the Web/Middleware platform. Experience working on UNIX and Windows platforms. Experience in installation and administration of Web servers (e.g., Apache, Domino, IIS). Experience with Java application servers (e.g., WebSphere, Weblogic, JBoss, etc.). Experience in programming using scripting languages such as Bourne/Korn shell. Experience interfacing web applications using relational databases and knowledge of SQL. Proven ability to develop scripts to automate frequent administration tasks.

25) QA/Test Analyst

Education / Experience: A Bachelor's degree in a technical or management field and 5 to 7 years of QA Testing / Functional Testing and Analysis. Experience with most current release of Mercury Quality Center and Automated testing Software.

Functions: Development of Processes, software lifecycle, testing methodology, defect tracking & test estimation & planning. Writing and executing test cases. Working and conceptual knowledge of manual testing and defect tracking tools. Innovate and integrate the QA/Testing lifecycle with the SDLC. Configuration management

Qualifications: Functional test plan design and creation, Test Case and Data development. Operating in a standardized quality testing process. Developing detailed test cases and data in Centralized/ Shared Data Repositories. Solid experience in testing methodologies, including Integration, System End-to-End testing, Regression and Black Box Testing.

ALTEK Information Technology, Inc
GSA Pricing
GS-35F-0140U

Year 1			
	SIN	Labor Category	GSA Hourly Rate w/IFF
1	132-51	Application Developer - I	\$ 72.54
2	132-51	Application Developer - II	\$ 87.05
3	132-51	Technical Architect	\$ 134.45
4	132-51	Sr. Technical Architect	\$ 154.76
5	132-51	Technical Business Analyst	\$ 67.71
6	132-51	Infrastructure Security Architect	\$ 106.40
7	132-51	Sr. Infrastructure Security Architect	\$ 125.74
8	132-51	Technical Project Manager	\$ 111.23
9	132-51	Data Warehousing Architect	\$ 91.89
10	132-51	Web Administrator	\$ 87.05
11	132-51	QA / Test Analyst	\$ 67.71
12	132-51	Database Admin I	\$ 82.22
13	132-51	Database Admin II	\$ 94.71
14	132-51	Database Admin III	\$ 111.34
15	132-51	System Administrator I	\$ 77.38
16	132-51	System Administrator II	\$ 91.89
17	132-51	System Administrator III	\$ 111.23
19	132-51	Network Engineer I	\$ 96.73
20	132-51	Network Engineer II	\$ 108.92
21	132-51	Network Engineer III	\$ 124.18
22	132-51	Web Content Manager	\$ 87.05
23	132-51	Admin Assistant	\$ 45.46
24	132-51	Systems (Process) Engineer I	\$ 78.35
25	132-51	Systems (Process) Engineer II	\$ 120.91
26	132-51	Systems (Process) Engineer III	\$ 145.09
27	132-51	Technical Writer	\$ 68.68

Year 2			
	SIN	Labor Category	GSA Hourly Rate w/IFF
1	132-51	Application Developer - I	\$ 75.45
2	132-51	Application Developer - II	\$ 90.54
3	132-51	Technical Architect	\$ 139.83
4	132-51	Sr. Technical Architect	\$ 160.95
5	132-51	Technical Business Analyst	\$ 70.42
6	132-51	Infrastructure Security Architect	\$ 110.65
7	132-51	Sr. Infrastructure Security Architect	\$ 130.77
8	132-51	Technical Project Manager	\$ 115.68
9	132-51	Data Warehousing Architect	\$ 95.56
10	132-51	Web Administrator	\$ 90.54
11	132-51	QA / Test Analyst	\$ 70.42
12	132-51	Database Admin I	\$ 85.51
13	132-51	Database Admin II	\$ 98.50
14	132-51	Database Admin III	\$ 115.79
15	132-51	System Administrator I	\$ 80.48
16	132-51	System Administrator II	\$ 95.56
17	132-51	System Administrator III	\$ 115.68
19	132-51	Network Engineer I	\$ 100.59
20	132-51	Network Engineer II	\$ 113.27
21	132-51	Network Engineer III	\$ 129.15
22	132-51	Web Content Manager	\$ 90.54
23	132-51	Admin Assistant	\$ 47.28
24	132-51	Systems (Process) Engineer I	\$ 81.48
25	132-51	Systems (Process) Engineer II	\$ 125.74
26	132-51	Systems (Process) Engineer III	\$ 150.89
27	132-51	Technical Writer	\$ 71.42

Year 3			
	SIN	Labor Category	GSA Hourly Rate w/IFF
1	132-51	Application Developer - I	\$ 78.46
2	132-51	Application Developer - II	\$ 94.16
3	132-51	Technical Architect	\$ 145.42
4	132-51	Sr. Technical Architect	\$ 167.39
5	132-51	Technical Business Analyst	\$ 73.23
6	132-51	Infrastructure Security Architect	\$ 115.08
7	132-51	Sr. Infrastructure Security Architect	\$ 136.00
8	132-51	Technical Project Manager	\$ 120.31
9	132-51	Data Warehousing Architect	\$ 99.39
10	132-51	Web Administrator	\$ 94.16
11	132-51	QA / Test Analyst	\$ 73.23
12	132-51	Database Admin I	\$ 88.93
13	132-51	Database Admin II	\$ 102.44
14	132-51	Database Admin III	\$ 120.42
15	132-51	System Administrator I	\$ 83.69
16	132-51	System Administrator II	\$ 99.39
17	132-51	System Administrator III	\$ 120.31
19	132-51	Network Engineer I	\$ 104.62
20	132-51	Network Engineer II	\$ 117.80
21	132-51	Network Engineer III	\$ 134.31
22	132-51	Web Content Manager	\$ 94.16
23	132-51	Admin Assistant	\$ 49.17
24	132-51	Systems (Process) Engineer I	\$ 84.74
25	132-51	Systems (Process) Engineer II	\$ 130.77
26	132-51	Systems (Process) Engineer III	\$ 156.93
27	132-51	Technical Writer	\$ 74.28

Year 4			
	SIN	Labor Category	GSA Hourly Rate w/IFF
1	132-51	Application Developer - I	\$ 81.60
2	132-51	Application Developer - II	\$ 97.92
3	132-51	Technical Architect	\$ 151.24
4	132-51	Sr. Technical Architect	\$ 174.08
5	132-51	Technical Business Analyst	\$ 76.16
6	132-51	Infrastructure Security Architect	\$ 119.68
7	132-51	Sr. Infrastructure Security Architect	\$ 141.44
8	132-51	Technical Project Manager	\$ 125.12
9	132-51	Data Warehousing Architect	\$ 103.36
10	132-51	Web Administrator	\$ 97.92
11	132-51	QA / Test Analyst	\$ 76.16
12	132-51	Database Admin I	\$ 92.48
13	132-51	Database Admin II	\$ 106.54
14	132-51	Database Admin III	\$ 125.24
15	132-51	System Administrator I	\$ 87.04
16	132-51	System Administrator II	\$ 103.36
17	132-51	System Administrator III	\$ 125.12
19	132-51	Network Engineer I	\$ 108.80
20	132-51	Network Engineer II	\$ 122.52
21	132-51	Network Engineer III	\$ 139.69
22	132-51	Web Content Manager	\$ 97.92
23	132-51	Admin Assistant	\$ 51.14
24	132-51	Systems (Process) Engineer I	\$ 88.13
25	132-51	Systems (Process) Engineer II	\$ 136.00
26	132-51	Systems (Process) Engineer III	\$ 163.20
27	132-51	Technical Writer	\$ 77.25

Year 5			
	SIN	Labor Category	GSA Hourly Rate w/IFF
1	132-51	Application Developer - I	\$ 84.87
2	132-51	Application Developer - II	\$ 101.84
3	132-51	Technical Architect	\$ 157.29
4	132-51	Sr. Technical Architect	\$ 181.05
5	132-51	Technical Business Analyst	\$ 79.21
6	132-51	Infrastructure Security Architect	\$ 124.47
7	132-51	Sr. Infrastructure Security Architect	\$ 147.10
8	132-51	Technical Project Manager	\$ 130.13
9	132-51	Data Warehousing Architect	\$ 107.50
10	132-51	Web Administrator	\$ 101.84
11	132-51	QA / Test Analyst	\$ 79.21
12	132-51	Database Admin I	\$ 96.18
13	132-51	Database Admin II	\$ 110.80
14	132-51	Database Admin III	\$ 130.25
15	132-51	System Administrator I	\$ 90.52
16	132-51	System Administrator II	\$ 107.50
17	132-51	System Administrator III	\$ 130.13
19	132-51	Network Engineer I	\$ 113.16
20	132-51	Network Engineer II	\$ 127.42
21	132-51	Network Engineer III	\$ 145.27
22	132-51	Web Content Manager	\$ 101.84
23	132-51	Admin Assistant	\$ 53.18
24	132-51	Systems (Process) Engineer I	\$ 91.66
25	132-51	Systems (Process) Engineer II	\$ 141.44
26	132-51	Systems (Process) Engineer III	\$ 169.73
27	132-51	Technical Writer	\$ 80.34