



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

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

FPDS Code D302-----IT Systems Development Services
FPDS Code D306-----IT Systems Analysis Services
FPDS Code D308-----Programming Services
FPDS Code D311-----IT Data Conversion Services
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.

**EVERWARE-CBDI NORTH AMERICA, INC. (Everware-CBDI)
2750 Prosperity Ave. Suite 210
Fairfax, VA 22031
Telephone Number: 703-246-0000
www.everware-cbdi.com**

CONTRACT NUMBER: GS-35F-016DA

PERIOD COVERED BY CONTRACT: 10/13/2015 – 10/12/2020

**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE**

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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EVERWARE-CBDI NORTH AMERICA, INC. BACKGROUND / CORPORATE CAPABILITIES

Everware-CBDI North America, Inc. is a growing, professional services company furnishing application development consulting to government organizations and commercial clients. Everware-CBDI North America, Inc. provides the highest quality services to produce creative and comprehensive solutions to solve the technical and business issues faced by our clients.

Everware-CBDI North America, Inc. is a Virginia corporation founded in July of 1997. The company is located in Fairfax, Virginia.

Our staff consists of professionals with backgrounds in all facets of application development, from information strategy planning and enterprise architecture development, to requirements determination and conceptual modeling, as well as solution development and deployment.

In addition to our staff and associates, we have alliance partnerships with several of the most influential companies in our field, as well as with numerous niche consulting and product companies. This allows us to leverage our own skills and expertise by bringing the resources of partner organizations to bear on solving a particular problem.

While our firm usually works directly with the client, we are often retained, as an additional resource, by the client's prime contractor or systems integrator through a subcontracting vehicle. We are happy to work under the contractual arrangement that best suits our clients.

Our objective is simply to provide creative and effective solutions for our customers, based on their unique needs.

The services provided by Everware-CBDI North America, Inc. include the following:

- ◆ Strategic Planning and Architecture Development
 - Enterprise Architecture
 - Business and Technology Alignment
 - Information and Data Architecture
 - Application System Architecture
 - Technical Architecture (TRM/Standards Profile)
- ◆ Service Oriented Architecture (SOA)
 - Component Design and Specification
 - Model-Driven Architecture
 - Reuse Infrastructure and Enablement
 - Web Services Implementation
- ◆ Project and Program Management
 - Project Definition and Scoping
 - Cost/benefit and Feasibility Analysis
 - Project Effort and Cost Estimation
 - Progress Assessments and In-Process Reviews
- ◆ Readiness Assessments
 - Service-Oriented Architecture
 - Legacy System Modernization
 - J2EE and .Net
- ◆ Process Analysis
 - Business Process Reengineering
 - Business Modeling and Workflow Analysis

- Activity Based Costing
- ◆ Requirements Analysis and Documentation
 - Business Area Analysis
 - Rapid Application Prototyping
 - Requirements Traceability
- ◆ Development and Technical Infrastructure
 - Development Coordination
 - New Technology Rollout
 - Model Management and Version Control
 - Configuration Management
- ◆ Application Development
 - Mission-critical Batch and Block-mode Applications
 - GUI, API-based and n-Tier
 - Web Enablement of Corporate Applications and Databases
 - Transition Engineering (Application Reengineering and Integration)
 - Application Components (SOA) and Solution Assembly
- ◆ Education
 - COOL/Advantage/All Fusion Gen
 - Methodology (Enterprise Architecture, SOA, Component-Based Development, OO)
 - Project Management
 - Java/J2EE Best Practices
 - Application Assembly

The range of services offered underscores the breadth and depth of skills available to assist our clients. Each of these skills contributes to the main focus of Everware-CBDI North America, Inc.: providing expert services to assist organizations in developing applications and ***getting them into production.***

INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT:

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

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

Offerors are requested to check one of the following boxes:

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

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

a. ORDERING ADDRESS:

Everware-CBDI North America, Inc.
2750 Prosperity Ave. Suite 210
Fairfax, VA 22031
FAX: (703) 246-0001

b. PAYMENT ADDRESS:

Payments under this contract will be made either by check or wire transfer through the Treasury Financial Communications Systems at the option of the Ordering activity.

Mailing Address:

Everware-CBDI North America, Inc.
2750 Prosperity Ave. Suite 210
Fairfax, VA 22031

FAX: (703) 246-0001

Payment Telephone Inquiries:

(703) 246-0000

ATTN: Everware-CBDI Accounts Receivable

Wire Address:

Cardinal Bank
8270 Greensboro Drive
McLean, VA 22102

ABA Routing #: 056008849

Acct #: 5060079521

FBO: Everware-CBDI North America, Inc.

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 agencies to obtain technical and/or ordering assistance:

Everware-CBDI North America, Inc. Marketing Representative (703) 246-0000

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. STATICAL 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: <u>179257092</u>
Block 30:	Type of Contractor: <u>B. Other Small Business.</u>
Block 31:	Woman-Owned Small Business <u>No.</u>
Block 36:	Contractor's Tax Identification Number (TIN): <u>54-1857797</u>

4a. CAGE CODE 1JKH9

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

5. F.O.B. 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 with Ordering Agency

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

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. PROMPT PAYMENT. .5% Net 20 days
- b. QUANTITY: None.
- c. DOLLAR VOLUME: 1% for orders of \$500,000 or more
- d. OTHER: None.

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:

Not Applicable.

10. SMALL REQUIREMENTS:

The minimum dollar value of an order to be issued for delivery to one destination is \$100.00.

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

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) 467-4650.

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. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (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.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

Any ordering office, 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 (1) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

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:

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, Contractor’s Reports of Sales and 552.238-76, Industrial Funding Fee, 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 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

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes X

No

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.everware-cbdi.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 a Federal Agency, shall follow the terms of the applicable schedule and authorization and include with each order –

- a. A copy of the authorization from the Agency 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.
- d. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity's 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 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. However, the following deviation will apply:

Everware-CBDI North America, Inc. shall have the rights to data produced or specifically used by Everware-CBDI North America, Inc. in the performance of Services under this contract in accordance with FAR 52.227-14 (DEC 2007) other than for deliverables considered “works for hire”. Everware-CBDI North America, Inc. shall have the right to develop for itself and other parties products, applications and other materials and to perform Services which may be the same or similar to the type(s) of products, applications and materials prepared by Everware-CBDI Personnel or Services performed by Everware-CBDI Personnel pursuant to this Agreement.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering office 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 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 office on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision: (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation. (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The

offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by:

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user agency 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 agency 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

Job Title: **Analyst**

Minimum General Experience: Three plus (3+) years of experience performing systems development, functional/data requirements analysis, systems analysis and design.

Responsibilities: Provides project consulting and support; conducts training classes on at least one phase of the selected development methodologies and implementation technologies; interprets software requirements and design specifications to code; integrates and tests software components.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree.

Job Title: **Architect**

Minimum General Experience: Five plus (5+) years of experience in Information Technology with experience performing Information Technology analysis and visual modeling.

Responsibilities: Gathers and analyzes information that will be used to populate architectural models. This may include analyzing existing client documentation for useful data, interviewing client subject matter experts, and participating in architectural workshops with the client. Responsible for entering this information into the modeling tool and/or repository.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree.

Job Title: **Chief Architect**

Minimum General Experience: Fifteen plus (15+) years of overall business experience, including familiarity with information technology architecture design concepts and techniques, and in-depth knowledge in the design and development of a variety of programs and systems (including Enterprise Architecture). Must possess exceptional interpersonal, oral, and written skills.

Responsibilities: Focuses on standards and best practices, and understands how technology affects

business. Looks for ways to simplify and maximize the benefits of increasingly complex enterprise environments. Must possess exceptional command of information technology subject matter necessary to anticipate and meet future technical challenges, as well as the ability to analyze complex technical issues, research and synthesize data, and propose innovative solutions. Must be able to identify, document, and drive to resolution technical issues to business requirements, and also be able to translate business requirements into technical specifications.

Minimum Education: Master's degree in relevant discipline preferred. Bachelor's degree with three (3) years relevant experience may be substituted for master's degree.

Job Title: **Chief Technologist**

Minimum General Experience: Twenty plus (20+) years of General Information Technology experience and twelve plus (12+) years of progressively responsible experience performing Information Technology analysis and implementations of infrastructure and technology platforms, at least seven (7) of which must have included consulting work.

Responsibilities: Develops the overall vision of a technical solution and guides its implementation. Provides effective and timely customer communications; coordination of consultants' project activities. Includes front-end team organization, assistance in providing general improvement project approaches/concepts, schedule and cost-management of the project, and also technical reviews of in-process and completed products. Requires the ability to manage, prioritize, and allocate resources for simultaneous activities or projects.

Minimum Education: Master's Degree or higher in relevant discipline preferred or Bachelor's degree with three (3) years relevant experience may be substituted for master's degree.

Job Title: **Data Architect**

Minimum General Experience: Five plus (5+) years of experience in Information Technology with experience performing database analysis, design, implementing, and maintenance.

Responsibilities: Leads, designs, implements and maintains moderately complex databases, access methods, access time, device allocation, validation checks, organization, protection and security, documentation and statistical methods. Maintains database dictionaries, monitors standards and procedures and integration of systems through database design.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree.

Job Title: **Enterprise Architect**

Minimum General Experience: Ten plus (10+) years of overall experience, including some functional domain experience, familiarity with architecture design concepts and techniques; and experience with different Enterprise Architecture (EA) frameworks. Must also be proficient in EA modeling tools and possess excellent interpersonal, oral, and written skills.

Responsibilities: Develops and documents EA models for federal and commercial clients. Facilitates and assists in modeling sessions to collect business and technical requirements, organizing current information into as-is models, establishing target architectures, and preparing transition plans as part of an overall Enterprise Architecture. Utilizes various modeling tools and repository products to collect, organize and present EA information.

Minimum Education: Master's degree in relevant discipline preferred. Bachelor's degree with three (3) years relevant experience may be substituted for master's degree.

Job Title: **Principal Architect**

Minimum General Experience: Twelve plus (12+) years of overall business experience, including some functional domain experience, familiarity with architecture design concepts and techniques; familiarity with

different architecture frameworks; and in-depth knowledge in the design and development of a variety of programs and systems. Must possess excellent interpersonal, oral, and written skills.

Responsibilities: Oversees the development of various architectures and systems for federal and commercial clients; works directly with clients and staff in establishing project milestones, allocating costs, and ensuring that goals are being met. Must be able to identify, document, and drive to resolution technical issues to business requirements, and also be able to translate business requirements into technical specifications.

Minimum Education: Master's degree in relevant discipline preferred. Bachelor's degree with three (3) years relevant experience may be substituted for master's degree.

Job Title: **SOA Architect I**

Minimum General Experience: Twenty plus (20+) years of General Information Technology experience and ten plus (10+) years of experience in Service Oriented Architecture with experience performing SOA analysis and providing SOA architecture solutions.

Responsibilities: Assesses business objectives, leads and conducts gap analysis of existing versus needed capability, and identifies business requirements. Leads and evaluates business requirements to identify potential service-oriented solutions and SOA architecture that can be employed to meet business objectives. Designs and implements SOA architectures, understands the different forms of service-oriented technology that need to be implemented and fully understands the dependencies that exist between the architectural levels. Is an expert in SOA concepts and terminology and must be an expert with the use of industry design patterns and service-oriented design processes. Applies expertise in the mechanics of SOA through the physical design of service-oriented technology architectures, service-oriented solutions, and related infrastructure. Evaluates technical trends and provides recommendations for SOA architecture to meet business objectives. Performs research on emerging SOA methodologies and technologies to support proof-of-concept (POC) capabilities and identify future service-oriented solutions for the organization.

Minimum Education: Master's Degree or higher in relevant discipline preferred or Bachelor's degree with three (3) years relevant experience may be substituted for master's degree. Certification in SOA may be substituted for master's degree.

Job Title: **SOA Architect III**

Minimum General Experience: Twelve plus (12+) years of General Information Technology experience and three plus (3+) years of experience in Service Oriented Architecture with experience performing SOA analysis and providing SOA architecture solutions.

Responsibilities: Assesses business objectives, and conducts gap analysis of existing versus needed capability, and identifies business requirements. Evaluates business requirements to identify potential service-oriented solutions and SOA architecture that can be employed to meet business objectives. Understands SOA architectures designs and implementations, understands the different forms of service-oriented technology that need to be implemented and fully understands the dependencies that exist between the architectural levels. Is proficient in SOA concepts and terminology and is proficient with the use of industry design patterns and service-oriented design processes. Understands the mechanics of SOA through the physical design of service-oriented technology architectures, service-oriented solutions, and related infrastructure. Evaluates technical trends and provides recommendations for SOA architecture to meet business objectives. Performs research on emerging SOA methodologies and technologies to support proof-of-concept (POC) capabilities and identify future service-oriented solutions for the organization.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree. Certification in SOA may be substituted for 2 years of experience.

Job Title: **SOA Architect IV**

Minimum General Experience: Ten plus (10+) years of General Information Technology experience and one

plus (1+) years of experience in Service Oriented Architecture with experience performing SOA analysis and providing SOA architecture solutions.

Responsibilities: Assesses business objectives, and conducts gap analysis of existing versus needed capability, and identifies business requirements. Evaluates business requirements to identify potential service-oriented solutions and SOA architecture that can be employed to meet business objectives. Understands SOA architectures designs and implementations, understands the different forms of service-oriented technology that need to be implemented and understands the dependencies that exist between the architectural levels. Understands SOA concepts and terminology and is proficient with the use of industry design patterns and service-oriented design processes. Understands the mechanics of SOA through the physical design of service-oriented technology architectures, service-oriented solutions, and related infrastructure. Assist in evaluating technical trends and provides recommendations for SOA architecture to meet business objectives.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree. Certification in SOA may be substituted for 2 years of experience.

Job Title: **Solution Architect I**

Minimum General Experience: Twelve plus (12+) years of General Information Technology experience and eight plus (8+) years of experience in Information Technology with experience performing Information Technology analysis and providing technical architecture solutions.

Responsibilities: Assesses business objectives, leads and conducts gap analysis of existing versus needed capability, and identifies business requirements. Leads and evaluates business requirements to identify potential software, hardware, and system architectures that can be employed to meet business objectives. Develops potential technical solutions to meet business needs and supports analysis of alternatives for best fit. Evaluates technical trends and provides recommendations for technology and architecture to meet business objectives. Performs research on emerging technologies to support proof-of-concept (POC) capabilities and identify future solutions for the organization.

Minimum Education: Master's Degree or higher in relevant discipline preferred or Bachelor's degree with three (3) years relevant experience may be substituted for master's degree.

Job Title: **Solution Architect II**

Minimum General Experience: Ten plus (10+) years of General Information Technology experience and five plus (5+) years of experience in Information Technology with experience performing Information Technology analysis and providing technical architecture solutions.

Responsibilities: Assesses business objectives, leads and conducts gap analysis of existing versus needed capability, and identifies business requirements. Leads and evaluates business requirements to identify potential software, hardware, and system architectures that can be employed to meet business objectives. Develops potential technical solutions to meet business needs and supports analysis of alternatives for best fit. Evaluates technical trends and provides recommendations for technology and architecture to meet business objectives. Performs research on emerging technologies to support proof-of-concept (POC) capabilities and identify future solutions for the organization.

Minimum Education: Master's Degree or higher in relevant discipline preferred or Bachelor's degree with three (3) years relevant experience may be substituted for master's degree.

Job Title: **Solution Architect III**

Minimum General Experience: Eight plus (8+) years of General Information Technology experience and three plus (3+) years of experience in Information Technology with experience performing Information Technology analysis and providing technical solutions.

Responsibilities: Assesses business objectives, conducts gap analysis of existing versus needed capability, and identifies business requirements. Evaluates business requirements to identify potential software, hardware, and system architectures that can be employed to meet business objectives. Develops potential technical solutions to meet business needs and supports analysis of alternatives for best fit. Evaluates technical trends and provides recommendations for technology and architecture to meet business objectives. Performs research on emerging technologies to support proof-of-concept (POC) capabilities and identify future solutions for the organization.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree.

Job Title: **Senior Technologist I**

Minimum General Experience: Twelve plus (12+) years of experience in Information Technology with experience performing Information Technology analysis and/or implementations of infrastructure and technology platforms.

Responsibilities: Assesses business objectives, leads and conducts gap analysis of existing versus needed capability, and identifies business requirements. Leads and evaluates business requirements to identify potential software, hardware, infrastructure, and system architectures that can be employed to meet business and systems objectives. Integrates technical solutions across the technical stack and technical platforms. Provides guidance and consulting on technical platforms selected to meet system and business needs and provides analysis of alternatives for best fit. Evaluates technical platform and infrastructure trends and provides recommendations for technology and architecture to meet business and systems objectives. Performs research on emerging technologies to support proof-of-concept (POC) capabilities and identify future solutions for the organization.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) of relevant experience may be substituted for bachelor's degree.

Job Title: **Senior Technologist II**

Minimum General Experience: Ten plus (10+) years of experience in Information Technology with experience performing Information Technology analysis and/or implementations of infrastructure and technology platforms.

Responsibilities: Assesses business objectives, leads and conducts gap analysis of existing versus needed capability, and identifies business requirements. Leads and evaluates business requirements to identify potential software, hardware, infrastructure, and system architectures that can be employed to meet business and systems objectives. Integrates technical solutions across the technical stack and technical platforms. Provides guidance and consulting on technical platforms selected to meet system and business needs and provides analysis of alternatives for best fit. Evaluates technical platform and infrastructure trends and provides recommendations for technology and architecture to meet business and systems objectives. Performs research on emerging technologies to support proof-of-concept (POC) capabilities and identify future solutions for the organization.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree.

Job Title: **Senior Technologist III**

Minimum General Experience: Eight plus (8+) years of experience in Information Technology with experience performing Information Technology analysis and/or implementations of infrastructure and technology platforms.

Responsibilities: Assesses business objectives, conducts gap analysis of existing versus needed capability, and identifies business requirements. Evaluates business requirements to identify potential software, hardware, infrastructure, and system architectures that can be employed to meet business and systems

objectives. Understands technical solutions across the technical stack and technical platforms. Provides guidance and consulting on technical platforms selected to meet system and business needs and provides analysis of alternatives for best fit. . Assist in evaluating technical platform and infrastructure trends and provides recommendations for technology and architecture to meet business and systems objectives. Performs research on emerging technologies to support proof-of-concept (POC) capabilities and identify future solutions for the organization.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree.

Job Title: **Technical Architect**

Minimum General Experience: Five plus (5+) years of experience establishing system requirements in the development of engineering programs. Experience may include designing the software, hardware, and communications to support total requirements, and providing required interfaces to other systems. Should also have experience in systems engineering and in the application of structured analysis and design principles.

Responsibilities: Provides overall technical direction in systems engineering and in the development of technology architectures for a variety of hardware and software programs. Evaluates organizational work and information flows to determine the optimum technology architecture for the system. Provides guidance and direction to management and to system architects and hardware/software developers. May serve as task or project leader. Establishes system requirements in the development of engineering programs.

Minimum Education: Bachelor's degree in relevant discipline preferred. Four (4) years of relevant experience may be substituted for bachelor's degree.

**INFORMATION TECHNOLOGY PROFESSIONAL SERVICES
LABOR RATE SCHEDULE**

<u>Labor Category</u>	<u>GSA Price</u> <u>See Note</u>
Analyst	\$95.21
Architect	\$108.82
Chief Architect	\$163.22
Chief Technologist	\$181.36
Data Architect	\$117.88
Enterprise Architect	\$145.09
Principal Architect	\$154.16
SOA Architect I	\$208.56
SOA Architect III	\$172.29
SOA Architect IV	\$158.69
Solution Architect I	\$149.62
Solution Architect II	\$140.55
Solution Architect III	\$131.49
Sr. Technologist I	\$136.02
Sr. Technologist II	\$122.42
Sr. Technologist III	\$113.35
Technical Architect	\$126.95

Note: Information Technology Professional Services labor rates are per hour and include the GSA Industrial Funding Fee (IFF). Any travel required by an ordering agency, in the performance of ADP Services under this contract, will be reimbursed by the ordering agency, in which contractor travel will be in accordance with the Federal Travel Regulations or Joint Travel Regulations, as applicable. Established Federal Government Per Diem Rates will apply to contract travel. In addition, the contractor shall not add the .75% Industrial Funding Fee onto any travel costs.

EVERWARE-CBDI PERSONNEL/WARRANTY

- (1) The term "Everware-CBDI Personnel" as used throughout this contract shall mean any trainers or other support personnel provided by Everware-CBDI North America, Inc. for the performance of Work Assignments and may include any employee, agent or third-party subcontractor engaged by Everware-CBDI North America, Inc. in connection with a Work Assignment whether or not employed by Everware-CBDI North America, Inc.
- (2) While Everware-CBDI North America, Inc. will attempt to honor the ordering activity's requests for specific Everware-CBDI Personnel to perform a Work Assignment, Everware-CBDI North America, Inc. shall be obligated to fill requests for skills and skill levels only and not for specific individuals.

Everware-CBDI North America, Inc. certifies that the individuals proposed for each Work Assignment will have been hired and will be ready to perform upon the start date of the Work Assignment. Should the ordering activity become dissatisfied with the performance of any Everware-CBDI Personnel assigned to a Work Assignment, the ordering activity shall immediately notify the Director of Consulting Services in Fairfax, VA at (703) 246-0000 with details of the unsatisfactory performance and Everware-CBDI North America, Inc. shall replace that person as soon as is reasonably practical following the ordering activity's request.

- (3) Everware-CBDI North America, Inc. warrants that services performed by its personnel shall be of professional quality consistent with generally accepted industry standards for the performance of such types of services. Services performed by Everware-CBDI North America, Inc.'s personnel which are of less-than-professional quality shall be corrected by reperformance of the services without charge to the ordering activity, provided that the ordering activity provides Everware-CBDI North America, Inc.'s Project Manager with written notice and evidence of such defective performance within two (2) weeks after completion of the defective services involved.

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

PREAMBLE

Everware-CBDI North America, Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protege 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: Everware-CBDI North America, Inc. Director of Consulting Services at 703-246-0000 or fax at 703-246-0001.

**SUGGESTED FORMAT FOR
BLANKET PURCHASE AGREEMENT
BEST VALUE
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 of the Federal Supply Schedule Contract.

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

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

Here is a general outline on how it works:

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