



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

Special Item No. 132-51 Information Technology Professional Services

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

- FPDS Code D301 IT Facility Operation and Maintenance
- FPDS Code D302 IT Systems Development Services
- FPDS Code D306 IT Systems Analysis Services
- FPDS Code D307 Automated Information Systems Design and Integration Services
- FPDS Code D308 Programming Services
- FPDS Code D310 IT Backup and Security Services
- FPDS Code D311 IT Data Conversion Services
- FPDS Code D316 IT Network Management 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.

CKA,LLC
12020 Sunrise Valley Drive, Suite 100, Reston, Virginia 20191
(703) 581-6926
www.ckaonline.com

Contract Number: GS-35F-0314T
Period Covered by Contract: March 6, 2007 – March 5, 2012

**General Services Administration
Federal Supply Service**

Pricelist current through Modification #PO-0004, dated April 8, 2011.

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) 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.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:
Not applicable. _____

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

CKA, LLC, 12020 Sunrise Valley Drive, Suite 100, Reston, Virginia 20191

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 not 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:

Office (703) 581-6926, ext. 1001 Fax (703) 581-6942

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: 177089328
 Block 30: Type of Contractor - A. Small Disadvantaged Business
 Block 31: Woman-Owned Small Business - YES
 Block 36: Contractor's Taxpayer Identification Number (TIN): 0200099057

- 4a. CAGE Code: 45XR5
- 4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

- a. **TIME OF DELIVERY:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>132-51</u>	<u>As negotiated with ordering activity</u>

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

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

- a. Prompt Payment: 0% - NET 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: Government Educational Institutions are offered the same discounts as all other Government customers.
- e. 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:

10. Small Requirements: The minimum dollar value of orders to be issued 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) 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:

N/A

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

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

21. CONTRACTOR TEAM ARRANGEMENTS

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive 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.ckaonline.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

Refer to GSA Pricing Section.

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

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact:

Phuong Chen, President

CKA, LLC

12020 Sunrise Valley Drive, Suite 100

Reston, Virginia 20191

Office: (703) 581-6926

Mobile: (703) 835-1880

Fax: (703) 581-6942

phuong.chen@ckaonline.com



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

GSA PRICING

LABOR CATEGORY DESCRIPTIONS

This section presents descriptions of service offerings by labor categories. When determining the qualifications of an individual to fill one of the positions offered, substitutions for the education and experience requirements may be made as shown in Figure 1, Allowable substitutions of Education and Experience.

Figure 1. Allowable Substitutions of Education and Experience

The minimum education and experience will be met when the educational equivalencies in the tables below are considered. Additional educational achievements in excess of requirements can be substituted for experience as shown below.

Required Education	Actual Education Obtained	Additional Years of Experience Credited the Employee
MA/MS	PhD.	4
BA/BS	PhD.	6
BA/BS	MA/MS	2
HS/GED	BA/BS	4

1. SAN ARCHITECT

Functional Responsibility: Develop and maintain Global IT architectures and standards for Storage systems and large system OS and servers across IT infrastructure; Work with other IT Architects to coordinate the standards in their area so that they smoothly interface to other technologies and are fully supportable within the IT infrastructure.. As the technical expert in their area of responsibility the IT Architect will provide fourth level support for storage technologies and large server operating systems and servers.

Minimum/general Experience: A minimum of 5 - 10 years experience with a proven history of managing large amounts of storage over multiple SAN/Local storage devices. Backup and Recovery skills – EMC, Veritas (Backup Exec/NetBackup). Responsible for the evaluation, analysis and design of large scale storage solutions, backup solutions and SAN in a mixed environment. General systems engineering knowledge as pertains to storage and SAN integration required in open systems and mainframe platforms environment.

Minimum Education: Bachelors degree in Computer Science, Computer Information Systems, Electrical Engineering, mathematics or equivalent technical studies.

2. SUBJECT MATTER EXPERT III

Minimum Education: Bachelors Degree or equivalent substitution.

Minimum Experience: Minimum of eight years or equivalent substitution.

Functional Responsibilities: Provides post-sales technical leadership in the design, integration and implementation of IT solution(s) as well as the ability to provide long term onsite support. Prepares technical architecture and implementation plans. Collaborates with project management in the implementation process. Participates in the installation, customization and integration of solution. Responsible for the overall technical architecture and design of the environment. In a long term role: Highly consultative in design and architecture for complex environments that contain various infrastructure products. Will provide ongoing recommendations and Best Practices from a technical and operational level to the customer. Provides technical leadership and is responsible for the delivery of the technical architectural design, strategies and plans that will be a delivered on an ongoing basis. Responsible for ongoing management of configuration and layout of storage infrastructure. Performs necessary IT infrastructure maintenance in accordance with IT and customer's change management policies. Recommend changes to procedures which result in operational optimization. Participate in Root Cause Analysis reviews when applicable.

3. SUBJECT MATTER EXPERT II

Minimum Education: Bachelors Degree or equivalent substitution.

Minimum Experience: Minimum of four years or equivalent substitution.

Functional Responsibilities: Designs post-sales IT solutions as well as the ability to provide long term onsite support. Prepares technical architecture and implementation design plans. Leads the implementation of an engagement. Participates in the installation, customization and integration of solution. In the long term role: responsible for the storage configuration and operations management, along with daily storage management tasks in a complex environment. The typical environment contains complex environments that contain various infrastructure products. Responsible for ongoing improvement of processes and applying best practices for the environment. Responsible for configuration, layout and performance tuning of the specified IT infrastructure. Plans, coordinates, and is responsible for the execution of the business continuance and disaster recovery plans as applicable. Performs necessary specified IT infrastructure maintenance in accordance with change management policies. Responsible for configuration, layout and performance tuning of the specified IT infrastructure. Performance tuning in the environment when needed. Provides analysis of Environment and Best Practice knowledge transfer. Generate Regular operations reports using customer supplied tools. Recommend changes to procedures which result in operational optimization. Participate in Root Cause Analysis reviews when applicable.

4. SUBJECT MATTER EXPERT I

Minimum Education: Bachelors Degree or equivalent substitution.

Minimum Experience: Minimum of two years or equivalent substitution.

Functional Responsibilities: Provides custom integration implementation support on a majority of specified IT products at the customer site. Inspects site, installs, implements, customizes and integrates products. Performs moderately complex implementations. In the long term role, responsible for the specified IT product configuration and operations management, along with daily specified IT management tasks in a complex environment. The typical environment contains one or two infrastructure products. This role will be responsible for ongoing improvement of processes and applying best practices for the environment. Performs necessary specified IT infrastructure maintenance in accordance with customer's change management policies. Provides analysis of Environment and Best Practice knowledge transfer. Generate Regular operations reports using customer supplied tools. Recommend changes to procedures which result in operational optimization. Participate in Root Cause Analysis reviews when applicable.

5. Project Manager I

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of three (3) years or equivalent substitution.

Functional Responsibilities: Coordinate and direct projects, making detailed plans to accomplish goals and directing the integration of tasks and activities. Analyze technology, resource needs, and market demand, to plan and assess the feasibility of projects. Plan and direct the installation, testing, operation, maintenance, and repair of facilities and equipment. Direct, review, and approve product design and changes. Identify, track, manage and resolve project issues. Proactively disseminate project information to all stakeholders. Identify, manage and mitigate project risk. Ensure that the solution is of acceptable quality. Proactively managing scope to ensure that only what was agreed to is delivered, unless changes are approved through scope management. Define and collect metrics to give a sense for how the project is progressing and whether the deliverables produced are acceptable. Manage the overall schedule to ensure work is assigned and completed on time and within budget.

6. Project Manager II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Coordinate and direct projects, making detailed plans to accomplish goals and directing the integration of tasks and activities. Analyze technology, resource needs, and market demand, to plan and assess the feasibility of projects. Plan and direct the installation, testing, operation, maintenance, and repair of facilities and equipment. Direct, review, and approve product design and changes. Identify, track, manage and resolve project issues. Proactively disseminate project information to all stakeholders. Identify, manage and mitigate project risk. Ensure that the solution is of acceptable quality. Proactively managing scope to ensure that only what was agreed to is delivered, unless changes are approved through scope management. Define and collect metrics to give a sense for how the project is progressing and whether the deliverables produced are acceptable. Manage the overall schedule to ensure work is assigned and completed on time and within budget.

7. Technical Manager III

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of eight (8) years or equivalent substitution.

Functional Responsibilities: A senior staff member who partner with management and engineering team to understand and design business and solution capabilities to meet business needs and translate architectures into a cohesive solution within a specific business functions. Deliver solutions that improve business capabilities through service-based design and delivery (Service Oriented Architecture). Identify, influence and manage technical system roadmaps for vendor applications and drive adoption of future technology. Design and facilitate larger research and proof of concept projects as an individual contributor and in collaboration with Technical Architecture. Understand, advocate usage of, and ensure alignment (governance) to Enterprise-wide and Application Architecture principles, standards, and best practices within investment decision-making and project processes. Understand and articulate business strategies and challenges and based on that understanding, drive modeling of high-level systems designs that will meet requirements of business strategies & processes. Overall management of the specific task order(s) for

milestone and project planning to ensure that the technical solutions and schedules in the task order are implemented in a timely manner. Interface with project leads and shall assist senior leadership or key stakeholders. Extensive knowledge of the techniques for project planning and control, high experience in project development using methodologies, best practices and tools for the project management, ability to manage teamwork, knowledge of the financial management of a project.

8. UNIX Administrator II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Responsible for installing, configuring and maintaining UNIX workstations and servers, including Web servers, in support of business processing requirements. Perform software installations and upgrades to UNIX operating systems and layered software packages and maintains them in accordance with established policies, procedures and service level agreements. Monitor and tune the system to achieve optimum level of performance. Ensure UNIX workstations/server integrity by evaluating, implementing and managing appropriate software and hardware solutions. Ensure data/media recoverability by implementing schedule of system backups and database archive operations. Support media management through internal methods and procedures or through offsite storage and retrieval services. Conduct routine hardware and software audits of UNIX workstations/servers for compliance with established standards, policies, procedures and configuration guidelines.

9. SAN Administrator III

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of eight (8) years or equivalent substitution.

Functional Responsibilities: A senior staff member who is responsible for design, implement, allocate, create, and zone storage to servers using storage provisioning tools. Provide reports on storage utilization and uptime of the storage arrays and servers attached to SAN. Coordinate with customer to provide storage technical solutions. Evaluates products and upgrades for appropriateness. Oversee and implement system upgrade strategies. Lead the design, implementation, and maintenance of complex solutions. Coordinate activities with other technical personnel as appropriate. Develop and analyzes highly complex system standards, thresholds, and recommendations to maximize system performance. Conducts capacity planning reviews and approves capacity plans formulated by less experienced personnel. Develop strategies to manage the frequency of appropriate support package/patch application. Monitor maintenance and provides appropriate recommendations, when required. Provide technical leadership to internal and external personnel on storage implementation processes. Mentor and provide guidance to less experienced personnel.

10. Data Base Administrator II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Provide day-to-day operation support of database administration. Monitor and perform database tuning to ensure optimal performance. Design and implement database schema that meets customer and application requirements. Modify existing databases and database management systems or direct programmers and analysts to make changes. Test programs or databases, correct errors and make necessary modifications. Plan, coordinate and implement security measures to safeguard information in computer files against accidental or unauthorized damage, modification or disclosure. Plan and schedule the installation and testing of new products and improvements to computer systems, such as the installation of new databases.

11. Application Engineer I

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of three (3) years or equivalent substitution.

Functional Responsibilities: Plan, design, configure, manage, maintenance, disaster recovery, and operations of applications. Knowledge of commonly-used procedures, practices and concepts within a particular application. Research, collect and report information on the capacity and ability of vendor products and its competing equipment. Collaborate with staff members in the design and integration of applications. Customize existing applications to provide additional capabilities based on customer requirements. Serve as a technical liaison/subject matter expert on a particular application. Manages system security to include installation of operating system patches fixes or service packs. Ensure the application of information security/information assurance policies, principles and practices in the delivery of system administration services. Investigate security breaches in collaboration with the Information Assurance Security Manager.

12. Application Engineer II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Plan, design, configure, manage, maintenance, disaster recovery, and operations of applications. Knowledge of commonly-used procedures, practices and concepts within a particular application. Research, collect and report information on the capacity and ability of vendor products and its competing equipment. Collaborate with staff members in the design and integration of applications. Customize existing applications to provide additional capabilities based on customer requirements. Serve as a technical liaison/subject matter expert on a particular application. Manages system security to include installation of operating system patches fixes or service packs. Ensure the application of information security/information assurance policies, principles and practices in the delivery of system administration services. Investigate security breaches in collaboration with the Information Assurance Security Manager.

13. Application Engineer III

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of eight (8) years or equivalent substitution.

Functional Responsibilities: A senior staff member responsible for architect, design, configure, manage, maintenance, disaster recovery, and operations of applications. Knowledge of commonly-used procedures, practices

and concepts within a particular application. In-depth research, collect and report information on the capacity and ability of vendor products and its competing equipment. Collaborate with staff members in the design and integration of applications. Customize existing applications to provide additional capabilities based on customer requirements. Serve as a technical liaison/subject matter expert on a particular application. Manages system security to include installation of operating system patches fixes or service packs. Ensure the application of information security/information assurance policies, principles and practices in the delivery of system administration services. Investigate security breaches in collaboration with the Information Assurance Security Manager.

14. Network Engineer II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Analyze, design, install, configure and monitors performance of computer networks. Responsible for LANs, WANs and other deployable networks and also involves routers, switches, firewalls, operating systems, Internet and intranet systems. Maintain network hardware and software, analyze problems, and monitor networks to ensure their availability to system users. Perform network back-ups and measure network performance. Plan, architect, implement computer networks and monitor networks' performance, maintain security, make system upgrades, evaluate new products and tools from vendors.

15. Software Engineer II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: In-depth knowledge of one or more languages and relevant quality coding rules, and of the programming techniques, use of operating systems and software applications. In-charge of the following main activities: software programs development and integration starting from the detailed specifications; database implementation using the languages and the tools of the selected DBMS; definition and execution of the unit tests; production of the technical documentation of the delivered software; maintenance of the software modules; software development and maintenance is carried out using the structured programming techniques and debugging tools.

16. Systems Engineer II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Provide consultation and re-engineering of operational and technical processes to meet customer requirements. Considerations for greater efficiencies, and simplify operational management. Provide support to ensure the availability of server services and engaged in server performance analysis and tuning, capacity planning and other long-range and analytical activities to provide reliable workgroup services. Oversee complex projects and tasks to build and/or implement comprehensive integrated systems and application solutions while maintaining a high level of service on production systems. Provide integration and maintenance support of in-house

and third-party systems and software applications. Participate in disaster recovery design, implementation and exercises.

17. Systems Engineer III

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of eight (8) years or equivalent substitution.

Functional Responsibilities: A senior staff member responsible for consultation and re-engineering of operational and technical processes to meet customer requirements. Considerations for greater efficiencies, and simplify operational management. Provide support to ensure the availability of server services and engaged in server performance analysis and tuning, capacity planning and other long-range and analytical activities to provide reliable workgroup services. Oversee complex projects and tasks to build and/or implement comprehensive integrated systems and application solutions while maintaining a high level of service on production systems. Provide integration and maintenance support of in-house and third-party systems and software applications. Participate in disaster recovery design, implementation and exercises.

18. System Architect I

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: A senior technical staff with in-depth understanding of requirements, and desired outcomes of the technical solution(s). Provide overall architectural and data management strategy, recommending secure, cost effective, high performing technical solutions. Anticipates technology trends and changes to proactively planning for a meeting growth and new requirements. Identify key businesses and technology drivers that may impact existing systems architecture framework. Compliance and provides guidance regarding best practices, technology standards and architectural governance, and system performance and availability. Participate in management reviews and strategic planning. Has an in-depth understanding of requirements, and desired outcomes of the technical solution. Provide overall architectural and data management strategy, recommending secure, cost effective, high performing technical solutions. Subject matter expert and advises management team of emergent technologies. Anticipate technology trends and changes to proactively planning for a meeting growth and new requirements

19. Systems Architect II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of eight (8) years or equivalent substitution.

Functional Responsibilities: A senior technical staff with In-depth understanding of requirements, and desired outcomes of the technical solution(s). Provide overall architectural and data management strategy, recommending secure, cost effective, high performing technical solutions. Anticipates technology trends and changes to proactively planning for a meeting growth and new requirements. Identify key businesses and technology drivers that may impact existing systems architecture framework. Compliance and provides guidance regarding best practices, technology standards and architectural governance, and system performance and availability. Participate in

management reviews and strategic planning. Has an in-depth understanding of requirements, and desired outcomes of the technical solution. Provide overall architectural and data management strategy, recommending secure, cost effective, high performing technical solutions. Subject matter expert and advises management team of emergent technologies. Anticipate technology trends and changes to proactively planning for a meeting growth and new requirements.

20. Principal Architect III

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of ten (10) years or equivalent substitution.

Functional Responsibilities: A senior staff member and partner with management and engineering team to understand and design business and solution capabilities to meet business needs and translate architectures into a cohesive solution within a specific business functions. Subject matter expert and advises management team of emergent technologies. Deliver solutions that improve business capabilities through service-based design and delivery (Service Oriented Architecture). Identify, influence and manage technical system roadmaps for vendor applications and drive adoption of future technology. Design and facilitate larger research and proof of concept projects as an individual contributor and in collaboration with Technical Architecture. Understand, advocate usage of, and ensure alignment (governance) to Enterprise-wide and Application Architecture principles, standards, and best practices within investment decision-making and project processes. Understand and articulate business strategies and challenges and based on that understanding, drive modeling of high-level systems designs that will meet requirements of business strategies & processes.

21. Information Assurance Engineer II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Responsible for all activities relating to information assurance procedures and systems. Develop information systems assurance programs and control guidelines that complied with agency's specific security standards. Confer with and advises team members on administrative policies and procedures and resolving technical problems, priorities, and methods. Consult with and advises other sections regarding internal controls and security procedures. Prepare activity and progress reports relating to the information systems audit function.

22. Documentation Specialist

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of three (3) years or equivalent substitution.

Functional Responsibilities: Coordinate and prepare document packages for submission to customer's specific project and/or requirements. Compile all materials required for documentation submissions, license renewal, and registrations. Monitor and improve tracking and control systems and recommend strategies improvements. Technical

document specialists manage the flow of information to help improve products or services. Strong working knowledge of industry's best practices, writing and word processing, and desktop publishing skills.

23. Business Process Analyst II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Work with internal and external teams to analyze and evaluate current business processes. Work with key stakeholders to analyze and internal business process, practices, and make recommendations for improvements. Act as a liaison to internal organizations related to information retention, protection, handling, and access within new and existing IT systems, internal business functions, and newly emerging capabilities. Lead communications and outreach efforts to increase awareness and understanding of ITIL framework and/or industry best-practices.

24. Systems Analyst I

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of three (3) years or equivalent substitution.

Functional Responsibilities: Responsible for researching, planning, coordinating and recommending IT system choices to meet an organization's business requirements. Knowledgeable of various computer hardware platforms and applications. Perform health checks of computer systems; as well as the software for those systems. Provide capacity planning for space, power, cooling. Perform assets inventory and track configuration changes (add/modify/delete) computer system assets. Monitor and maintain physical access and user access to hardware systems. Coordinate planned systems upgrades and replacement. Document user requests into technical specifications.

25. Systems Analyst II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Technical staffs responsible for researching, planning, coordinating and recommending IT system choices to meet an organization's business requirements. Knowledgeable of various computer hardware platforms and applications. Perform health checks of computer systems; as well as the software for those systems. Provide capacity planning for space, power, cooling. Perform assets inventory and track configuration changes (add/modify/delete) computer system assets. Monitor and maintain physical access and user access to hardware systems. Coordinate planned systems upgrades and replacement. Document user requests into technical specifications.

26. Mainframe Architect II

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Serve as subject matter expert in IBM Mainframe systems architecture. Technical leader with the ability to not only understand the current technologies and architecture, but lead efforts to improve availability, work closely with business and technical teams and add expert depth to our current support structure. Undertake complex projects requiring additional specialized technical knowledge. Make well thought-out decisions on complex architecture issues. Coordinate with customers to determine requirements. Ensure that system improvements are successfully implemented and monitored to increase efficiency. Establish and communicate common goal and direction for team. Mentor and provide guidance to less experienced staff.

GSA PRICE LIST

No.	Labor Category	GSA Price (inclusive of IFF)
1	SAN Architect	\$107.67
2	Subject Matter Expert III	\$263.22
3	Subject Matter Expert II	\$239.29
4	Subject Matter Expert I	\$230.68
5	Project Manager I	\$ 82.80
6	Project Manager II	\$ 119.65
7	Technical Manager III	\$ 162.24
8	UNIX Administrator II	\$ 83.71
9	SAN Administrator III	\$ 135.20
10	Database Administrator II	\$ 110.08
11	Application Engineer I	\$ 78.87
12	Application Engineer II	\$ 95.72
13	Application Engineer III	\$ 135.20
14	Network Engineer II	\$ 124.20
15	Software Engineer II	\$ 119.60
16	Systems Engineer II	\$ 124.38
17	Systems Engineer III	\$ 136.81
18	System Architect I	\$ 135.02
19	System Architect II	\$ 140.61
20	Principal Architect III	\$ 162.24
21	Information Assurance Engineer II	\$ 82.80
22	Documentation Specialist	\$ 78.66
23	Business Process Analyst II	\$ 93.15
24	Systems Analyst I	\$ 71.79
25	Systems Analyst II	\$ 81.36
26	Mainframe Architect II	\$ 120.86