



10201 Fairfax BLVD, STE 223
Fairfax, VA 22030
Telephone: 703-606-3080 / 571-330-3302
Fax: 703-539-8803

ARETECGSA@ARETECINC.COM
WWW.ARETECINC.COM

SIN 54151S – Information Technology Professional Services

FSC Class D302	IT & TELECOM – SYSTEMS DEVELOPMENT SERVICES
FSC Code D308	IT & TELECOM – PROGRAMMING
FSC Code D316	IT Network Management Services
FSC Code D399	IT & TELECOM – OTHER IT & TELECOM SERVICES, NOT ELSEWHERE CLASSIFIED

SIN 33411 – Purchasing of New Electronic Equipment

SIN 811212 – Maintenance of Equipment, Repair Services and/or Repair/Spare Parts

SIN OLM – Order Level Materials

Contract Number: **GS-35F-0316U**

Period Covered by Contract: **21 March 2008** thru **20 March 2023**

Pricelist current through Modification **#PS-A824** dated **08/26/2020**

Federal Supply Service
Authorized Federal Supply Schedule Price List

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

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. 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.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage! and the Federal Acquisition Service Home Page (www.gsa.gov/fas) 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

Customer Information

1. TABLE OF AWARDED SPECIAL ITEM NUMBERS

SIN	DESCRIPTION
54151S	Information Technology Professional Services
33411	Purchasing of New Electronic Equipment
811212	Maintenance of Equipment, Repair Services and/or Repair/Spare Parts
OLM	Order Level Materials

1b. Identification of the lowest priced model number:

SIN	DESCRIPTION	PRODUCT NUMBER	PRICE
54151S	Information Technology Professional Services	Professional Services, Not Applicable	
33411	Purchasing of New Electronic Equipment	Professional Services, Not Applicable	
811212	Maintenance of Equipment, Repair Services and/or Repair/Spare Parts	Professional Services, Not Applicable	

1c. Labor Categories and Descriptions:

See Attachment I: Labor Categories and Attachment II: Labor Rates

2. MAXIMUM ORDER.

The Maximum Order value for SINs 54151S is \$500,000.

The Maximum Order value for SINs 33411 is \$500,000.

The Maximum Order value for SINs 811212 is \$500,000.

The Maximum Order value for SINs OLM is \$250,000.

3. MINIMUM ORDER.

The Minimum of orders to be issued is \$100.

4. 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.

5. POINTS OF PRODUCTION

10201 Fairfax BLVD, STE 223
Fairfax, VA 22030

6. DISCOUNTS:

Prices shown are net prices; basic discounts have been deducted.

7. QUANTITY DISCOUNTS:

None

8. PROMPT PAYMENT DISCOUNTS:

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

9. GOVERNMENT PURCHASE CARD ARE ACCEPTED AT THE FOLLOWING THRESHOLDS:

- a. At or below the Micro Purchase Threshold: YES
- b. Above the micro-purchase threshold: YES

10. FOREIGN ITEMS:

Not Applicable

11. TIME OF DELIVERY:

SIN 54151S

- a. Time of delivery: Aretec will adhere to the delivery schedule stipulated in each delivery order and/or delivery order amendment
- b. Expedited Delivery: Not Applicable
- c. Overnight & 2-Day delivery: Not Applicable
- d. Urgent Requirements: Aretec will adhere to the delivery schedule stipulated in each task or delivery order and/or task or delivery order amendment

12. FOB.

Destination

13. ORDERING ADDRESS.

- a. Address:
10201 Fairfax BLVD, STE 223
Fairfax, VA 22030
- b. Procedures:
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. PAYMENT ADDRESS

10201 Fairfax BLVD, STE 223
Fairfax, VA 22030

15. WARRANTY PROVISIONS

Not Applicable

16. EXPORT PACKING CHARGES, IF APPLICABLE.

Not Applicable

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICRO-PURCHASE LEVEL).

Not Applicable

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE).

Not Applicable

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE).

Not Applicable

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE).

Not Applicable

20a. Terms and conditions for any other services (if applicable).

Not Applicable

21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE).

Not Applicable

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE).

Not Applicable

23. PREVENTIVE MAINTENANCE (IF APPLICABLE).

Not Applicable

24. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS).

Not Applicable

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

www.Section508.gov/.

Not Applicable

25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER.

606205412

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE.

Aretec is registered in CCR database, now SAM

ATTACHMENT I: LABOR CATEGORIES

Program Manager

Functional Responsibility: Manages substantial contract support operations involving multiple projects. Organizes, directs, and coordinates planning and production of all contract support activities. Must have demonstrated communications skills at all levels of management. May serve as the contractor's authorized interface with the Contracting Officer's Representative (COR), government executive management personnel, and client agency representatives. Responsible for ensuring proper work standard, contractor schedule, and contractor personnel supervision policies exist. Ensures these policies, purposes, and goals are relayed to subordinate Project Manager(s). Responsible for overall contract performance. Under stringent time frames, recruits and oversees Project Manager(s) to ensure assigned tasks are accomplished in accordance with cost, schedule, and performance standards. Demonstrated capability in the overall management of multi-task contracts of the size, type, and complexity described in the Task Order.

Education/Experience: Master's degree and 10 years of IT experience. Equivalent additional IT experience may be substituted for each year of degree-level education.

Subject Matter Expert I

Functional Responsibility: Confers with client management to understand the client's strategic information technology business goals and information technology strategy. Analyzes client requirements and recommends development or acquisition strategies. Assists clients in developing strategic plans and concepts. Advises client on the impact of new legislation or new technologies that are relevant to their agency. Demonstrates exceptional oral and written communication skills. Possesses requisite knowledge and expertise so recognized in the professional community that the individual is considered "expert" in the technical/specialty area being addressed.

Education/Experience: Bachelor's degree and 8 years of IT experience in their respective areas of functional expertise. Equivalent additional IT experience may be substituted for each year of degree-level education.

Subject Matter Expert II

Functional Responsibility: Confers with client executive management using line of business expertise to define the client's strategic information technology business goals, and advise in the re-engineering of business processes to meet these goals. Analyzes client requirements and recommends development or acquisition strategies. Assists client in developing strategic plans and concepts. Advises client on the impact of new legislation or new technologies that are relevant to their agency. Demonstrates exceptional oral and written communication skills. Recognized in the professional community as an "expert" in the technical/specialty area being addressed.

Education/Experience: Bachelor's degree and 10 years of IT experience in their respective areas of functional expertise. Equivalent additional IT experience may be substituted for each year of degree-level education.

Subject Matter Expert III

Functional Responsibility: Confers with client executive management/senior decision makers using line of business expertise to define the client's strategic information technology business goals and advise in the re-engineering of business processes to meet those goals. Analyzes client requirements and recommends development or acquisition strategies. Assists client in developing strategic plans and concepts. Advises client on the impact of new legislation or new technologies that are relevant to their agency. Produces/reviews substantive and/or complex technical documentation reflecting detailed knowledge of client-specified technical area. Demonstrates exceptional oral and written communication skills. Recognized in the professional community as an "expert" in the technical/specialty area being addressed.

Education/Experience: Master's degree and 10 years of IT experience. Equivalent additional IT experience may be substituted for each year of degree-level education.

System Analyst

Functional Responsibility: Provides technical guidance and skills in support of the analysis, development, testing, and/or modification of hardware and software. This includes the processing of a wide range of capabilities involving engineering, business, quality assurance, and records management functions to meet the user's systems analysis and/or systems integration requirements. Coordinates with user to identify data availability, report requirements, and systems design problems. Reviews work products for correctness, adherence to the design concept and user standards, and progress in accordance with schedules. Prepares status reports and presentations on task performance to clients. May provide daily supervision and direction to support staff.

Education/Experience: Bachelor's degree and 5-8 years of IT experience in their respective areas of functional expertise. Equivalent additional IT experience may be substituted for each year of degree-level education.

Project Specialist

Functional Responsibility: Provides support to the project team on individual projects. Typical duties include maintaining and coordinating changes to the project schedule, preparing project or program status and funding reports, and maintaining internal project management databases. Must possess configuration management knowledge and expertise and familiarity of the individual task orders under contract. General skills required include knowledge of decision support tools such as Microsoft Project and Microsoft Access, Excel and other Office suite products. Applies analytical skills to support information technology process improvement, studies, and analysis projects.

Education/Experience: Bachelor's degree and 1-5 years of IT experience. Equivalent additional IT experience may be substituted for each year of degree-level education.

Functional Analyst

Functional Responsibility: Confers with client management to assist in designing a plan for the execution of the client's business information technology goals. Advises in the re-engineering of business processes to meet the milestones and project goals. Applies process improvement and re-engineering methodologies and principles to process modernization projects. Is responsible for effective transition of existing project teams, and the facilitation of project teams in the accomplishment of project activities and objectives. Defines project functional requirements and prepares business case documentation including return on investment. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. Acts as a

coordinator between multiple project teams to ensure project-wide integration of re-engineering efforts. May include specific knowledge of paperless environment and electronic document management systems.

Education/Experience: Bachelor's degree and 1-5 years of IT experience. Equivalent additional IT experience may be substituted for each year of degree-level education.

ATTACHMENT II: LABOR RATES

A) OFF-SITE RATES

LABOR CATEGORY TITLE	MAR 2018 – MAR 2019	MAR 2019 – MAR 2020	MAR 2020 – MAR 2021	MAR 2021 – MAR 2022	MAR 2022 – MAR 2023
Program Manager	224.13	230.63	237.31	244.20	251.28
Subject Matter Expert I	131.51	135.32	139.24	143.28	147.44
Subject Matter Expert II	148.66	152.97	157.41	161.97	166.67
Subject Matter Expert III	211.55	217.69	224.00	230.50	237.18
System Analyst	125.78	129.43	133.19	137.05	141.02
Project Specialist	125.78	129.43	133.19	137.05	141.02
Functional Analyst	148.66	152.97	157.41	161.97	166.67