



(i) GENERAL SERVICES ADMINISTRATION

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: GSAAdvantage.gov

Schedule Title: **General Purpose Commercial Information Technology Equipment, Software and Services**

FSC Group, Part, and Section or Standard Industrial Group (as applicable): **7010**

FSC Class and/or Product code(s) and/or Service Codes:

7010 – SYSTEM CONFIGURATION

7025 – INPUT/OUTPUT AND STORAGE DEVICES

J070 – Repair Service

FPDS Code D302 IT Systems Development Services

FPDS Code D306 IT Systems Analysis Services

FPDS Code D316 IT Network Management Services

Contract number: **GS-35F-0317Y**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov

Period Covered by Contract: **April 4, 2012 to April 3, 2017**

Pricelist current through PS-0-13, effective March 24, 2015

Alutiiq Pacific, LLC
3909 Arctic Blvd, Suite 400, Anchorage, AK 99503-5710

www.alutiiq.com

256.489.3312

Business size: Small business. SBA Certified Small Disadvantaged business and SBA Certified 8(a) Firm.

(ii) **CUSTOMER INFORMATION:** The following information should be placed under this heading in consecutively numbered paragraphs in the sequence set forth below. If this information is placed in another part of the Federal Supply Schedule Price List, a table of contents must be shown on the cover page that refers to the exact location of the information.

1a. **Special Item No 132-51 Information Technology Professional Services** – services descriptions are on pages 35 to 46 and awarded prices are on pages 46 to 48.

1b. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.**

132-8 Gemalto, Inc item O1029622E - \$5.13.

132-12 KIOSK Information Systems, Inc item AQ-BOR-BNCH-0001 - \$199.50

132-33 Mentor Enterprises, Inc item Award Quick - \$36.23

132-51 – Alutiiq Pacific, LLC - IT/Computer Generalist III - \$37.16

1c. **A description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided** – See pages 35 to 46.

2. **Maximum order:** \$500,000.

3. **Minimum order:** \$100.

4. **Geographic coverage** (delivery area): *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.

The Geographic Scope of Contract will be domestic delivery only.

5. **Point of production:** Huntsville, AL (Limestone County)

6. **Discount from list prices or statement of net price.** Net 30 days from receipt of invoice or date of acceptance, whichever is later.

7. **Quantity discounts** – For SIN 132-8– An additional 1.5% discount for orders from KIOSK Information Systems, Inc for 5-9 units (Kiosks), an additional .5% discount (total of 2.0%) for 10-49 units and an additional.5% (total of 2.5%) for 50+ units.

For SIN 132-12 – An additional 1% discount for 75-249 hours, an additional .5% discount for 250-499 hours (total of 1.5%) and an additional .5% discount for 500+ hours (total of 2%).

For SINs 132-33, 132-51 an additional .5% discount for single orders exceeding \$150,000 and an additional discount of .5% (total of 1%) for single orders exceeding \$300,000.

8. **Prompt payment terms** – Net 30 days from receipt of invoice or date of acceptance, whichever is later.
- 9a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold** – Yes.
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold** – Yes.
10. **Foreign items** – Not applicable.
- 11a. **Time of delivery** –
- | | |
|--------------------------|--|
| 132-8 Equipment Purchase | 70-98 Days (Gemalto, Inc – 30 Days) |
| 132-8 - Installation | 2-5 Days |
| 132-12 Bench Repair | 1-3 Days |
| 132-33 | 30 Days |
| 132-51 | As mutually agreed with each ordering activity |
- 11b. **Expedited Delivery** – Not Applicable.
- 11c. **Overnight and 2-day delivery** – Not Applicable.
- 11d. **Urgent Requirements** – Not Applicable.
12. **F.O.B. point:** DEST.

- 13a. **Ordering address:**
- Alutiiq Pacific, LLC
Attn: Travis Coldwell
360C Quality Circle NW, STE 300
Huntsville, AL 35806
- 13b. **Ordering 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:**
- Alutiiq Pacific, LLC
3909 Arctic Blvd, Suite 400
Anchorage, AK 99503
15. **Warranty provision** – See price list.
16. **Export packing charges** – Not Applicable.
17. **Terms and conditions of Government purchase card acceptance** (any thresholds above the micro-purchase level) – No restrictions.
18. **Terms and conditions of rental, maintenance, and repair** – See pages 22 to 27.
19. **Terms and conditions of installation** – Not Applicable.
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices** – Not Applicable.
- 20a. **Terms and conditions for any other services** – Not Applicable.
21. **List of service and distribution points** - Not Applicable.
22. **List of participating dealers** – Not Applicable.
23. **Preventive maintenance** – See pages 22 to 27.
- 24a. **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/

Name of Product: **KIOSK Information Systems, Inc**

Contact for more Information: Ben Schafer, 303-661-1608, bens@kiosk.com

Section 1194.25 Self-Contained, Closed Products – Detail Criteria	Supporting Features	Remarks and explanations
(a) Self contained products shall be usable by people with disabilities without requiring an end-user to attach Assistive Technology to the product. Personal headsets for private listening are not Assistive Technology.	Supported	Supported with exceptions
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Supported	Supported with exceptions
(c) Where a product utilizes touchscreens or contact-sensitive controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Supported	
(d) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Supported	Supported with exceptions
(e) When products provide auditory output, the audio signal shall be provided at a standard signal level through an industry standard connector that will allow for private listening. The product must provide the ability to interrupt, pause, and restart the audio at	Supported	Supported with exceptions
(f) When products deliver voice output in a public area, incremental volume control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the environment is above 45 dB, a volume gain of at least 20 dB above the ambient level shall be user selectable. A function shall be provided to automatically reset the	Supported	Supported with exceptions

Section 1194.25 Self-Contained, Closed Products – Detail - Criteria	Supporting Features	Remarks and explanations
(g) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supported	Supported with exceptions
(h) When a product permits a user to adjust color and contrast settings, a range of color selections capable of producing a variety of contrast levels shall be provided.	Supported	Supported with exceptions
(i) Products shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Supported	
(j) (1) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: The position of any operable control shall be determined with respect to a vertical plane, which is 48 inches in length, centered on the operable control, and at the maximum protrusion of the product within the 48 inch length on products which are freestanding, non-portable, and intended to be used in one location and which have operable controls.	Supported	
(j)(2) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is 10 inches or less behind the reference plane, the height shall be 54 inches maximum and 15 inches minimum above the floor.	Supported	
(j)(3) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is more than 10 inches and not more than 24 inches behind the reference plane, the height shall be 46 inches maximum and 15 inches minimum above the floor.	Supported	

<i>Section 1194.25 Self-Contained, Closed Products – Detail Criteria</i>	Supporting Features	Remarks and explanations
(j)(4) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Operable controls shall not be more than 24 inches behind the reference plane.	Supported	

Section 1194.26 Desktop and Portable Computers – Detail Criteria	Supporting Features	Remarks and explanations
(a) All mechanically operated controls and keys shall comply with §1194.23 (k) (1) through (4).	Supported	
(b) If a product utilizes touchscreens or touch-operated controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Supported	
(c) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Supported	Supported with exceptions
(d) Where provided, at least one of each type of expansion slots, ports and connectors shall comply with publicly available industry standards	Supported	Supported with exceptions

Section 1194.31 Functional Performance Criteria – Detail Criteria	Supporting Features	Remarks and explanations
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.	Supported	Supported with exceptions
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.	Supported	Supported with exceptions
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided	Supported	Supported with exceptions
(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.	Supported	Supported with exceptions
(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.	Supported	Supported with exceptions
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Supported	

Voluntary Product Accessibility Template[®]

Name of Product: **Mentor Enterprises, Inc**

Contact for more Information

<http://www.armycounselingonline.com/support/>

Summary Table

Criteria	Supporting Features	Remarks and explanations
Section 1194.21 Software Applications and Operating Systems	Supported	
Section 1194.22 Web-based Internet Information and Applications	Not applicable	
Section 1194.23 Telecommunications Products	Not applicable	
Section 1194.24 Video and Multi-media Products	Not applicable	
Section 1194.25 Self-Contained Closed Products	Not applicable	
Section 1194.26 Desktop and Portable Computers	Not applicable	
Section 1194.31 Functional Performance Criteria	Supported	
Section 1194.41 Information Documentation and Support	Supported	

Section 1194.21 Software Applications and Operating Systems – Detail Criteria	Supporting Features	Remarks and explanations
(a) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.	Supported	
(b) Applications shall not disrupt or disable activated features of other products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer.	Supported	
(c) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that Assistive Technology can track focus and focus changes.	Supported	
(d) Sufficient information about a user interface element including the identity, operation and state of the element shall be available to Assistive Technology. When an image represents a program element, the information conveyed by the image must also be available in text.	Supported	
(e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.	Supported	

(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.	Supported	
(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	Supported	
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Not applicable	
(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supported	
(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.	Not applicable	
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz.	Not applicable	
(l) When electronic forms are used, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Supported	

Section 1194.22 Web-based Internet information and applications – Detail Criteria	Supporting Features	Remarks and explanations
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	Not applicable	

Section 1194.22 Web-based Internet information and applications – Detail Criteria	Supporting Features	Remarks and explanations
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Not applicable	
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Not applicable	
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Not applicable	
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not applicable	
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.	Not applicable	
(g) Row and column headers shall be identified for data tables.	Not applicable	
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.	Not applicable	
(i) Frames shall be titled with text that facilitates frame identification and navigation	Not applicable	
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Not applicable	
(k) A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.	Not applicable	

<p>(l) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology.</p>	<p>Not applicable</p>	
<p>(m) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with §1194.21(a) through (l).</p>	<p>Not applicable</p>	
<p>(n) When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.</p>	<p>Not applicable</p>	
<p>(o) A method shall be provided that permits users to skip repetitive navigation links.</p>	<p>Not applicable</p>	
<p>(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.</p>	<p>Not applicable</p>	

<p style="text-align: center;">Section 1194.23 Telecommunications Products – Detail Criteria</p>	<p style="text-align: center;">Supporting Features</p>	<p style="text-align: center;">Remarks and explanations</p>
<p>(a) Telecommunications products or systems which provide a function allowing voice communication and which do not themselves provide a TTY functionality shall provide a standard non-acoustic connection point for TTYs. Microphones shall be capable of being turned on and off to allow the user to intermix speech with TTY use.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(b) Telecommunications products which include voice communication functionality shall support all commonly used cross-manufacturer non-proprietary standard TTY signal protocols.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(c) Voice mail, auto-attendant, and interactive voice response telecommunications systems shall be usable by TTY users with their TTYs.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(d) Voice mail, messaging, auto-attendant, and interactive voice response telecommunications systems that require a response from a user within a time interval, shall give an alert when the time interval is about to run out, and shall provide sufficient time for the user to indicate more time is required.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(e) Where provided, caller identification and similar telecommunications functions shall also be available for users of TTYs, and for users who cannot see displays.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(f) For transmitted voice signals, telecommunications products shall provide a gain adjustable up to a minimum of 20 dB. For incremental volume control, at least one intermediate step of 12 dB of gain shall be provided.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(g) If the telecommunications product allows a user to adjust the receive volume, a function shall be provided to automatically reset the volume to the default level after every use.</p>	<p style="text-align: center;">Not applicable</p>	

<p style="text-align: center;">Section 1194.23 Telecommunications Products – Detail Criteria</p>	<p style="text-align: center;">Supporting Features</p>	<p style="text-align: center;">Remarks and explanations</p>
<p>(h) Where a telecommunications product delivers output by an audio transducer which is normally held up to the ear, a means for effective magnetic wireless coupling to hearing technologies shall be provided.</p>	<p style="text-align: center;">Not applicable</p>	

<p>(i) Interference to hearing technologies (including hearing aids, cochlear implants, and assistive listening devices) shall be reduced to the lowest possible level that allows a user of hearing technologies to utilize the telecommunications product.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(j) Products that transmit or conduct information or communication, shall pass through cross-manufacturer, non-proprietary, industry-standard codes, translation protocols, formats or other information necessary to provide the information or communication in a usable format. Technologies which use encoding, signal compression, format transformation, or similar techniques shall not remove information needed for access or shall restore it upon delivery.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(k)(1) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be tactilely discernible without activating the controls or keys.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(k)(2) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be operable with one hand and shall not require tight grasping, pinching, twisting of the wrist. The force required to activate controls and keys shall be 5 lbs. (22.2N) maximum.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(k)(3) Products which have mechanically operated controls or keys shall comply with the following: If key repeat is supported, the delay before repeat shall be adjustable to at least 2 seconds. Key repeat rate shall be adjustable to 2 seconds per character.</p>	<p style="text-align: center;">Not applicable</p>	

(k)(4) Products which have mechanically operated controls or keys shall comply with the following: The status of all locking or toggle controls or keys shall be visually discernible, and discernible either through touch or sound.	Not applicable	
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<i>Section 1194.24 Video and Multi-media Products – Detail</i>	Supporting Features	Remarks and explanations
a) All analog television displays 13 inches and larger, and computer equipment that includes analog television receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. As soon as practicable, but not later than July 1, 2002, widescreen digital television (DTV) displays measuring at least 7.8 inches vertically, DTV sets with conventional displays measuring at least 13 inches vertically, and stand- alone DTV tuners, whether or not they are marketed with display screens, and computer equipment that includes DTV receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals.	Not applicable	
(b) Television tuners, including tuner cards for use in computers, shall be equipped with secondary audio program playback circuitry.	Not applicable	
(c) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned.	Not applicable	
(d) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described.	Not applicable	

(e) Display or presentation of alternate text presentation or audio descriptions shall be user-selectable unless permanent.	Not applicable	
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Section 1194.25 Self-Contained, Cbsed Products – Detail Criteria	Supporting Features	Remarks and explanations
(a) Self contained products shall be usable by people with disabilities without requiring an end- user to attach Assistive Technology to the product. Personal headsets for private listening are not Assistive Technology.	Not applicable	
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not applicable	
(c) Where a product utilizes touchscreens or contact-sensitive controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Not applicable	
(d) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Not applicable	

(e) When products provide auditory output, the audio signal shall be provided at a standard signal level through an industry standard connector that will allow for private listening. The product must provide the ability to interrupt, pause, and restart the audio at anytime.	Not applicable	
(f) When products deliver voice output in a public area, incremental volume control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the environment is above 45 dB, a volume gain of at least 20 dB above the ambient level shall be user selectable. A function shall be provided to automatically reset the volume to the default level after every use.	Not applicable	
(g) Color coding shall not be used as the only means of conveying information, indicating an action, prompting	Not applicable	

(h) When a product permits a user to adjust color and contrast settings, a range of color selections capable of producing a variety of contrast levels shall be provided.	Not applicable	
(i) Products shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Not applicable	
(j) (1) Products which are freestanding, non- portable, and intended to be used in one location and which have operable controls shall comply with the following: The position of any operable control shall be determined with respect to a vertical plane, which is 48 inches in length, centered on the operable control, and at the maximum protrusion of the product within the 48 inch length on products which are freestanding, non-portable, and intended to be used in one location and which have operable controls.	Not applicable	
(j)(2) Products which are freestanding, non- portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is 10 inches or less behind the reference plane, the height shall be 54 inches maximum and 15 inches minimum above the floor.	Not applicable	

(j)(3) Products which are freestanding, non- portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is more than 10 inches and not more than 24 inches behind the reference plane, the height shall be 46 inches maximum and 15 inches minimum above the floor.	Not applicable	
(j)(4) Products which are freestanding, non- portable, and intended to be used in one location and which have operable controls shall comply with the following: Operable controls shall not be more than 24 inches behind the reference plane.	Not applicable	
Section 1194.26 Desktop and Portable Computers – Detail Criteria	Supporting Features	Remarks and explanations
(a) All mechanically operated controls and keys shall comply with §1194.23 (k) (1) through (4).	Not applicable	
(b) If a product utilizes touchscreens or touch-operated controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Not applicable	
(c) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Not applicable	
(d) Where provided, at least one of each type of expansion slots, ports and connectors shall comply with publicly available industry standards	Not applicable	

<p style="text-align: center;">Section 1194.31 Functional Performance Criteria – Detail Criteria</p>	<p style="text-align: center;">Supporting Features</p>	<p style="text-align: center;">Remarks and explanations</p>
<p>(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided</p>	<p style="text-align: center;">Not applicable</p>	
<p>(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.</p>	<p style="text-align: center;">Not applicable</p>	
<p>(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.</p>	<p style="text-align: center;">Supported</p>	

Section 1194.41 Information, Documentation and Support – Detail Criteria	Supporting Features	Remarks and explanations
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge	Supported	Documentation and contact information may be found at: http://www.armycounselingonline.com/support/
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Supported	
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supported	Support is available by email and telephone. All effort will be given to support users with disabilities in whatever capacity they require.

- 25. **Data Universal Number System (DUNS) number – 809841898.**
- 26. **Notification regarding registration in System for Award Management (SAM) database – Yes.**

**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF GENERAL
PURPOSE COMMERCIAL INFORMATION TECHNOLOGY NEW EQUIPMENT
(SPECIAL ITEM NUMBER 132-8)**

1. MATERIAL AND WORKMANSHIP

All equipment furnished hereunder must satisfactorily perform the function for which it is intended.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPA) agreements shall be the basis for purchase in accordance with the provisions of this contract. If time of delivery extends beyond the expiration date of the contract, the Contractor will be obligated to meet the delivery and installation date specified in the original order.

For credit card orders and BPAs, telephone orders are permissible.

3. TRANSPORTATION OF EQUIPMENT

FOB DESTINATION. Prices cover equipment delivery to destination, for any location within the geographic scope of this contract.

4. INSTALLATION AND TECHNICAL SERVICES

a. **INSTALLATION.** When the equipment provided under this contract is not normally self-installable, the Contractor's technical personnel shall be available to the ordering activity, at the ordering activity's location, to install the equipment and to train ordering activity personnel in the use and maintenance of the equipment. The charges, if any, for such services are listed below, or in the price schedule:

See price list.

b. **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 or SIN 132-9.

c. OPERATING AND MAINTENANCE MANUALS. The Contractor shall furnish the ordering activity with one (1) copy of all operating and maintenance manuals which are normally provided with the equipment being purchased.

5. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any equipment that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming equipment at no increase in contract price. The ordering activity must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

6. WARRANTY

a. Unless specified otherwise in this contract, the Contractor's standard commercial warranty as stated in the contract's commercial pricelist will apply to this contract.

Gemalto, Inc – 365 days from delivery of order.

Kiosk Information Systems, Inc (KIOSK) hereby warrants that each component manufactured or supplied directly by KIOSK will be free of defects in material and workmanship for a period of (1) year following the date of invoice or shipment, whichever occurs first (the 'Warranty Period'). Any product invoiced but not shipped will have its Warranty Period started as of that date. During the Warranty Period, Customer shall return defective parts to KIOSK at Customer's expense. KIOSK shall repair or replace any defective component within thirty (30) days of receipt, at KIOSK's expense, including all return shipping expenses. Notwithstanding the foregoing, this warranty shall include, without limitation, all metal and plastic parts, fabrications, and formations whether or not a warranty is provided by the manufacturer, subcontractor, or supplier thereof. KIOSK does not warrant any component supplied by customer or its suppliers. KIOSK's warranty may be voided by misuse, accident, modification, unsuitable physical or operating environment, improper maintenance by Customer or Customer's service organizations, removal or alteration of part identification, or failure caused by a product for which KIOSK is not responsible.

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

c. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

d. If inspection and repair of defective equipment under this warranty will be performed at the Contractor's plant, the address is as follows: Kiosk Information Systems, Inc, 346 South Arthur Avenue, Louisville, CO 80027

7. PURCHASE PRICE FOR ORDERED EQUIPMENT

The purchase price that the ordering activity will be charged will be the ordering activity purchase price in effect at the time of order placement, or the ordering activity purchase price in effect on the installation date (or delivery date when installation is not applicable), whichever is less.

8. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City or otherwise) covering work of this character, and shall include all costs, if any, of such compliance in the prices quoted in this offer.

9. TRADE-IN OF INFORMATION TECHNOLOGY EQUIPMENT

When an ordering activity determines that Information Technology equipment will be replaced, the ordering activity shall follow the contracting policies and procedures in the Federal Acquisition Regulation (FAR), the policies and procedures regarding disposition of information technology excess personal property in the Federal Property Management Regulations (FPMR) (41 CFR 101-43.6), and the policies and procedures on exchange/sale contained in the FPMR (41 CFR part 101-46).

**TERMS AND CONDITIONS APPLICABLE TO REPAIR
SERVICE FOR GOVERNMENT-OWNED GENERAL PURPOSE
COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, RADIO/TELEPHONE EQUIPMENT, (AFTER
EXPIRATION OF GUARANTEE/WARRANTY PROVISIONS
AND/OR WHEN REQUIRED SERVICE IS NOT COVERED BY
GUARANTEE/WARRANTY PROVISIONS) AND FOR LEASED
EQUIPMENT
(SPECIAL ITEM NUMBER 132-12)**

1. SERVICE AREAS

- a. The maintenance and repair service rates listed herein are applicable to any ordering activity location within a Not Applicable (**insert miles**) mile radius of the Contractor's service points. If any additional charge is to apply because of the greater distance from the Contractor's service locations, the mileage rate or other distance factor shall be negotiated at the Task Order level.
- b. When repair services cannot be performed at the ordering activity installation site, the repair services will be performed at the Contractor's plant(s) listed below:

Not Applicable

2. MAINTENANCE ORDER

- a. Agencies may use written orders, EDI orders, credit card orders, or BPAs, for ordering maintenance under this contract. The Contractor shall confirm orders within fifteen (15) calendar days from the date of receipt, except that confirmation of orders shall be considered automatic for renewals for maintenance (Special Item Number 132- 12). Automatic acceptance of order renewals for maintenance service shall apply for machines which may have been discontinued from use for temporary periods of time not longer than 120 calendar days. If the order is not confirmed by the Contractor as prescribed by this paragraph, the order shall be considered to be confirmed by the Contractor.
- b. The Contractor shall honor orders for maintenance for the duration of the contract period or a lesser period of time, for the equipment shown in the pricelist. Maintenance service shall commence on a mutually agreed upon date, which will be written into the maintenance order. Maintenance orders shall not be made effective before the expiration of any applicable maintenance and parts guarantee/warranty period associated with the purchase of equipment. Orders for maintenance service shall not extend beyond the end of the contract period.
- c. Maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice, or shorter notice when agreed to by the Contractor; such notice to become effective thirty (30) calendar days from the date on the notification. However, the ordering activity may extend the original discontinuance date upon written notice to the Contractor, provided that such notice is furnished at least ten (10) calendar days prior to the original discontinuance date.

d. Annual Funding. When annually appropriated funds are cited on a maintenance order, the period of maintenance shall automatically expire on September 30th of the contract period, or at the end of the contract period, whichever occurs first. Renewal of a maintenance order citing the new appropriation shall be required, if maintenance is to continue during any remainder of the contract period.

e. Cross-year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month, fiscal year period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

f. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of maintenance service, if maintenance is to be terminated at that time. Orders for continued maintenance will be required if maintenance is to be continued during the subsequent period.

3. REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS ORDERS

a. Agencies may use written orders, EDI orders, credit card orders, blanket purchase agreements (BPAs), or small order procedures for ordering repair service and/or repair parts/spare parts under this contract. Orders for repair service shall not extend beyond the end of the contract period.

b. When repair service is ordered, only one chargeable repairman shall be dispatched to perform repair service, unless the ordering activity agrees, in advance, that additional repair personnel are required to effect repairs.

4. LOSS OR DAMAGE

When the Contractor removes equipment to his establishment for repairs, the Contractor shall be responsible for any damage or loss, from the time the equipment is removed from the ordering activity installation, until the equipment is returned to such installation.

5. SCOPE

a. The Contractor shall provide maintenance for all equipment listed herein, as requested by the ordering activity during the contract term. Repair service and repair parts/spare parts shall apply exclusively to the equipment types/models within the scope of this Information Technology Schedule.

b. Equipment placed under maintenance service shall be in good operating condition.

(1) In order to determine that the equipment is in good operating condition, the equipment shall be subject to inspection by the Contractor, without charge to the ordering activity.

(2) Costs of any repairs performed for the purpose of placing the equipment in good operating condition shall be borne by the Contractor, if the equipment was under the Contractor's guarantee/warranty or maintenance responsibility prior to the effective date of the maintenance order.

(3) If the equipment was not under the Contractor's responsibility, the costs necessary to place the equipment in proper operating condition are to be borne by the ordering activity, in accordance with the provisions of Special Item Number 132-12 (or outside the scope of this contract).

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY

- a. Ordering activity personnel shall not perform maintenance or attempt repairs to equipment while such equipment is under the purview of a maintenance order, unless agreed to by the Contractor.
- b. Subject to security regulations, the ordering activity shall permit access to the equipment which is to be maintained or repaired.
- c. If the Ordering Activity desires a factory authorized/certified service personnel then this should be clearly stated in the task or delivery order.

7. RESPONSIBILITIES OF THE CONTRACTOR

- a. For equipment not covered by a maintenance contract or warranty, the Contractor's repair service personnel shall complete repairs as soon as possible after notification by the ordering activity that service is required. Within the service areas, this repair service should normally be done within 4 hours after notification.
- b. If the Ordering Activity task or delivery order specifies a factory authorized/certified service personnel then the Contractor is obligated to provide such a factory authorized/certified service personnel for the equipment to be repaired or serviced, unless otherwise agreed to in advance between the Agency and the Contractor.

8. MAINTENANCE RATE PROVISIONS

- a. The Contractor shall bear all costs of maintenance, including labor, parts, and such other expenses as are necessary to keep the equipment in good operating condition, provided that the required repairs are not occasioned by fault or negligence of the ordering activity.

b. REGULAR HOURS

The basic monthly rate for each make and model of equipment shall entitle the ordering activity to maintenance service during a mutually agreed upon nine (9) hour principal period of maintenance, Monday through Friday, exclusive of holidays observed at the ordering activity location.

c. AFTER HOURS

Should the ordering activity require that maintenance be performed outside of Regular Hours, charges for such maintenance, if any, will be specified in the pricelist. Periods of less than one hour will be prorated to the nearest quarter hour.

d. TRAVEL AND TRANSPORTATION

If any charge is to apply, over and above the regular maintenance rates, because of the distance between the ordering activity location and the Contractor's service area, the charge will be negotiated at the Task Order level.

e. QUANTITY DISCOUNTS – Not Applicable

Quantity discounts from listed maintenance service rates for multiple equipment owned and/or leased by a ordering activity are indicated below:

Quantity Range	Discounts
75-249 hours	Additional 1% discount
250-499 hours	Additional .5% discount (total of 1.5%)
500+ hours	Additional .5% (total of 2%).

9. REPAIR SERVICE RATE PROVISIONS

a. CHARGES. Charges for repair service will include the labor charge, computed at the rates set forth below, for the time during which repairmen are actually engaged in work, and, when applicable, the charge for travel or transportation.

b. MULTIPLE MACHINES. When repairs are ordered by a ordering activity on two or more machines located in one or more buildings within walking distance of each other, the charges will be computed from the time the repairman commences work on the first machine, until the work is completed on the last machine. The time required to go from one machine to another, or from one building to another, will be considered actual work performance, and chargeable to the ordering activity, provided the time consumed in going between machines (or buildings) is reasonable.

c. TRAVEL OR TRANSPORTATION

(1) AT THE CONTRACTOR'S SHOP

(a) When equipment is returned to the Contractor's shop for adjustments or repairs which are not covered by the guarantee/warranty provision, the cost of transportation, packing, etc., from the ordering activity location to the Contractor's plant, and return to the ordering activity location, shall be borne by the ordering activity.

(b) The ordering activity should not return defective equipment to the Contractor for adjustments and repairs or replacement without his prior consultation and instruction.

(2) AT THE ORDERING ACTIVITY LOCATION (Within Established Service Areas)

When equipment is repaired at the ordering activity location, and repair service rates are established for service areas or zones, the listed rates are applicable to any ordering activity location within such service areas or zones. No extra charge, time, or expense will be allowed for travel or transportation of repairmen or machines to or from the ordering activity office; such overhead is included in the repair service rates listed.

(1) AT THE ORDERING ACTIVITY LOCATION (Outside Established Service Areas)

(a) If repairs are to be made at the ordering activity location, and the location is outside the service area as shown in paragraph 1.a, the repair service and mileage rates negotiated per subparagraphs 1.a and 8.d will apply.

(b) When the overall travel charge computed at the above mileage rate is unreasonable (considering the time required for travel, actual and necessary transportation costs, and the allowable ordering activity per diem rate for each night the repairman is required to remain overnight at the ordering activity location), the ordering activity shall have the option of reimbursing the Contractor for actual costs, provided that the actual costs are reasonable and allowable. The Contractor shall furnish the ordering activity with a report of travel performed and related expenses incurred. The report shall include departure and arrival dates, times, and the applicable mode of travel.

d. LABOR RATES

(1) REGULAR HOURS

The Regular Hours repair service rates listed herein shall entitle the ordering activity to repair service during the period 8:00 a.m. to 5:00 p.m., Monday through Friday, exclusive of holidays observed at the ordering activity location. There shall be no additional charge for repair service which was requested during Regular Hours, but performed outside the Regular Hours defined above, at the convenience of the Contractor.

(2) AFTER HOURS

When the ordering activity requires that repair service be performed outside the Regular Hours defined above, except Sundays and Holidays observed at the ordering activity location, the After Hours repair service rates listed herein shall apply. The Regular Hours rates defined above shall apply when repair service is requested during Regular Hours, but performed After Hours at the convenience of the Contractor.

(3) SUNDAYS AND HOLIDAYS

When the ordering activity requires that repair service be performed on Sundays and Holidays observed at the ordering activity location, the Sundays and Holidays repair service rates listed herein shall apply. When repair service is requested to be performed during Regular Hours and/or After Hours, but is performed at the convenience of the Contractor on Sundays or Holidays observed at the ordering activity location, the Regular Hours and/or After Hours repair service rates, as applicable, shall apply.

REPAIR SERVICE RATES

LOCATION	MINIMUM CHARGE*	REGULAR HOURS PER HOUR**	AFTER HOURS PER HOUR**	SUNDAYS AND HOLIDAYS PER HOUR
CONTRACTOR'S SHOP	\$199.50	\$199.50	\$332.49	\$332.49

*MINIMUM CHARGES INCLUDE 1 FULL HOURS ON THE JOB.

**FRACTIONAL HOURS, AT THE END OF THE JOB, WILL BE PRORATED TO THE NEAREST QUARTER HOUR.

10. REPAIR PARTS/SPARE PARTS RATE PROVISIONS

All parts, furnished as spares or as repair parts in connection with the repair of equipment, unless otherwise indicated in this pricelist, shall be new, standard parts manufactured by the equipment manufacturer. All parts shall be furnished at prices indicated in the Contractor's commercial current pricelist at a discount of 0% from such listed prices, as open market items.

11. GUARANTEE/WARRANTY—REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS

a. REPAIR SERVICE, as applicable

All repair work will be guaranteed/warranted for a period of 30 days.

b. REPAIR PARTS/SPARE PARTS, as applicable

All parts, furnished either as spares or repairs parts will be guaranteed/warranted for a period 30 days or for the length of a purchased warranty (whichever is greater).

12. INVOICES AND PAYMENTS

a. Maintenance Service

(1) Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

(2) Payment for maintenance service of less than one month's duration shall be prorated at 1/30th of the monthly rate for each calendar day.

b. Repair Service and Repair Parts/Spare Parts

Invoices for repair service and parts shall be submitted by the Contractor as soon as possible after completion of work. Payment under blanket purchase agreements will be made quarterly or monthly, except where cash payment procedures are used. Invoices shall be submitted separately to each ordering activity office ordering services under the contract. The cost of repair parts shall be shown as a separate item on the invoice, and shall be priced in accordance with paragraph #10, above. PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

**TERMS AND CONDITIONS APPLICABLE TO PERPETUAL SOFTWARE LICENSES
(SPECIAL ITEM NUMBER 132-33) OF GENERAL PURPOSE COMMERCIAL
INFORMATION TECHNOLOGY SOFTWARE**

1. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software at no increase in contract price. The ordering activity must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

**2. END USER LICENSE AGREEMENTS (EULA) / TERMS OF SERVICE (TOS)
AGREEMENT REQUIREMENTS**

3. GUARANTEE/WARRANTY

a. Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.

Mentor Enterprises, Inc - 30 Day Money Back Guarantee

We want you to be 100% satisfied with anything you've purchase from us. If for any reason you are not completely satisfied, please return the new, unopened item to us for a full refund (less shipping and handling charges) within 30 days of the delivery date.

To qualify for the 30 day money back guarantee all returned items must be new, unopened, and in saleable condition. We'll also pay the return shipping costs if the return is a result of our error.

You should expect to receive your refund within four weeks of giving your package to the return shipper; however, in many cases you will receive a refund sooner. This time period includes the transit time for us to receive your return from the shipper (5 to 10 business days), the time it takes us to process your return once we receive it (3 to 5 business days), and the time it takes your bank to process our refund request (5 to 10 business days). We'll notify you via e-mail of your refund once we've received and processed the returned item.

Exchanges

If you received a faulty item and need to exchange it for the same item please contact us to request a replacement.

Sending Your Return

Pack the item(s) along with the original packing slip (the receipt included in the box with your items) securely in a box. You can use the box the items arrived in or another box, if you prefer. If you do not have the packing slip, you will need to include the order number along with the package by printing the email receipt you received when you made your purchase or by logging in to your account on GiPubs.com and printing the receipt from there.

Send the box (or package) to:

Returns Dept.-

GiPubs.com

121 Castle Drive

Suite F

Madison, AL 35758

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

c. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

4. TECHNICAL SERVICES

Mentor Enterprises, Inc. without additional charge to the ordering activity, shall provide a hot line technical support number 256.830.8282 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from Monday through Friday, 9AM–5PM CST.

5. SOFTWARE MAINTENANCE

a. Software maintenance as it is defined: (select software maintenance type) :

X 1. Software Maintenance as a Product (SIN 132-32 or SIN 132-33)

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service.

Software Maintenance as a product is billed at the time of purchase.

2. Software Maintenance as a Service (SIN 132-34)

Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person-to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged commercially. Software maintenance as a service is billed arrears in accordance with 31 U.S.C. 3324.

Software maintenance as a service is billed in arrears in accordance with 31 U.S.C. 3324.

- b. Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

6. UTILIZATION LIMITATIONS - (SIN 132-33)

- a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.

- b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:

(1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.

(2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.

(3) Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.

(4) The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of Disaster Recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.

(5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause,

7. SOFTWARE CONVERSIONS - (SIN 132-33)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system, or from one computer system to another. Under a perpetual license (132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version.

8. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

The Contractor shall include, in the schedule pricelist, a complete description of each software product and a list of equipment on which the software can be used. Also, included shall be a brief, introductory explanation of the modules and documentation which are offered.

Mentor Enterprises, Inc

Counsel Quick System Requirements:

Internet Connection and Administrator Privileges Required for Installation!

Supported Operation Systems: Windows® XP or Vista (32 bit and 64 bit) Mac OS not supported

RAM: 256 MB

Processor: Pentium IV or higher processor

Additional Software Required: Lotus Forms™ Viewer, Adobe™ Reader or similar PDF viewer, and Microsoft® Word 97-2007

9. RIGHT-TO-COPY PRICING

Mentor Enterprises, Inc - Not applicable.

**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. 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 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.

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

Program Manager

Minimum Experience: Fifteen (15) years experience in the field of Information Technology, that provides the required knowledge and skill set to fulfill all identified duties

Functional Duties: Responsible for the quality of project development components and provides project and customer relations oversight, tracking, and management. Identifies and analyzes information systems requirements. Evaluates monitors and ensures compliance with laws, regulations, policies, standards and procedures. Integrates information systems subsystems and develops testing strategies, plans and scenarios. Prepare and analyze reports and develop project schedules. Ensures employee training and certifying documentation are available to the customer. The Program Manager is the highest level of management assigned to the contract.

Minimum Education: B.S. Degree

Computer Specialist

Minimum Experience: Six (6) years progressive experience in computer operator systems, with five (5) years of practical experience in data entry and formatting via common productivity tools such as the Microsoft Office Suite. (Experience may be concurrent) Must be able to type at a rate of 40 words per minute.

Functional Duties: Oversees the operation of computer hardware systems and software. Duties can include, but are not limited to the setting up, operating and monitoring of computers. Sets up and maintains operating records. Runs diagnostics, loads application programs, and performs some network administrative duties. Sets up and operates peripheral equipment and maintains operating records. Must be able to use specialized equipment.

Minimum Education: Associates Degree

Systems Administrator II

Minimum Experience: Four (4) years in an IT support role with five (5) + years related work experience.

Functional Duties: Provides Technical oversight and hands on support of hardware and software systems. Duties include implementing and maintaining system security and data recovery processes, providing technical support, utilizing automation tools for delivering applications, managing assets, monitoring performance, event notification and automating desktop support. Excellent communication skills are required.

Minimum Education: B.S. Degree.

Systems Administrator III

Minimum Experience: Five (5) years in an IT support role with five (5) + years related work experience

Functional Duties: Provides Technical oversight and hands on support of hardware and software systems. Duties include implementing and maintaining system security and data recovery processes, providing technical support, utilizing automation tools for delivering applications, managing assets, monitoring performance, event notification and automating desktop support. Excellent communication skills are required.

Minimum Education: B.S. Degree.

Systems Administrator IV

Minimum Experience: Six (6) years in an IT support role with six (6) + years related work experience

Functional Duties: Provides Technical oversight and hands on support of hardware and software systems. Duties include implementing and maintaining system security and data recovery processes, providing technical support, utilizing automation tools for delivering applications, managing assets, monitoring performance, event notification and automating desktop support. Excellent communication skills are required.

Minimum Education: B.S. Degree.

Sr. Computer Systems Analyst

Minimum Experience: Ten (10) years experience, of which at least six (6) years must be specialized. Specialized experience includes analysis and design of business applications on complex systems, and use of programming languages such as Oracle, Sybase, C/C++, UNIX, and various development tools. Three (3) years of specialized experience must include database experience and knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for programmers to use in coding, testing, and debugging. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required. Must have an understanding of the principles of client server architectures and data warehousing for large scale interactive databases with rapid activity by large numbers of simultaneous clients.

Functional Duties: Define, develop, design , and modify complex business applications for large scale computer systems. designs advanced systems by researching and evaluating complex business systems to develop detailed understanding of user needs. Designs, implements, analyzes, and modifies systems for various applications. Defines system requirements and creates resolution. Performs analysis, resolves problems and monitors to proactively prevent problems from occurring. Evaluates options for meeting user needs, and ensures that system requirements are identified, prioritized and incorporated in an effective, efficient manner. Troubleshoots complex development and production application problems. Performs technical evaluations of products.

Minimum Education: B.S. Degree.

Engineer II

Minimum Experience: Two (2) years experience, of which at least one (1) year must be specialized. Specialized experience includes analysis, design, and installation of local and wide area nets; and analysis and installation of communication systems. The engineer should be familiar with common communications architectures and measurement and diagnostics. General experience includes increasing responsibility in technical management and communications backbone.

Functional Duties: Plans and evaluates network systems and makes recommendations for required resources. Provides technical assistance in networking planning, engineering, and architecture.

Minimum Education: B.S. Degree

Sr. Engineer

Minimum Experience: Ten (10) years experience, of which at least four (4) years must be specialized. . Specialized experience includes analysis, design, and installation of local and wide area nets, and analysis and installation of communication systems. The engineer should be familiar with common communications architectures, command and control software, classical man-machine interfaces, and classical measurement and diagnostics architectures as part of the control structure of digital architecture. General experience includes increasing responsibilities in technical management and communications backbone.

Functional Duties: Plans and evaluates network systems and makes recommendations for required resources. Provides technical assistance in networking planning, engineering, and architecture. Reports on the procedures, plans and policies as they relate to risks for the organization. Develops documentation for report. Prepares hardware for implementation; tests applications upon implementation for functionality.

Program Manager, Senior

Minimum Experience: At least fifteen (15) years of experience in the field of Information Technology. Eight (8) years of supervisory/lead experience is required.

Functional Duties: Acts as the overall lead, manager and administrator for the contracted effort. Serves as the primary interface and point of contact with Government program authorities and representatives on technical and program/project issues. Oversees contractor personnel program/project operations. Organizes, directs and coordinates the planning and production of all contract and subcontract support activities. Responsible for the quality of project development components and provides project and customer relations oversight, tracking, and management. Identifies and analyzes information systems requirements. Evaluates monitors and ensures compliance with laws, regulations, policies, standards and procedures. Integrates information systems subsystems and develops testing strategies, plans and scenarios. Prepare and analyze reports and develop project schedules. Ensures employee training and certifying documentation are available to the customer.

Minimum Education: Bachelor's degree in Business Administration or other relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

Project Manager, Senior

Minimum Experience: Ten (10) years of experience in the field of Information Technology. Five (5) years of supervisory/lead experience is required.

Functional Duties: Responsible for the quality of project development components and provides project and customer relations oversight, tracking, and management. Identifies and analyzes information systems requirements. Evaluates monitors and ensures compliance with laws, regulations, policies, standards and procedures. Integrates information systems subsystems and develops testing strategies, plans and scenarios. Prepare and analyze reports and develop project schedules. Ensures employee training and certifying documentation are available to the customer..

Minimum Education: Bachelor's degree in Business Administration or other relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

Project Manager

Minimum Experience: Eight (8) years experience in the field of Information Technology. Three (3) years of supervisory/lead experience is required.

Functional Duties: Applies project principles to investigate, analyze, plan, design, develop, implement, test, or evaluate information technology systems. Reviews and prepares project and technical analyses, reports, change proposals, and other technical documentation. Ensures project procedures and controls are followed, manages manning and staffing project efforts, and leads problem resolution efforts.

Minimum Education: Bachelor's degree in Business Administration or other relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

Subject Matter Expert I

Minimum Experience: Fifteen (15) years of experience in the field of Information Technology, eight (8) years of which must include specialized experience in the area of expertise.

Functional Duties: Technical subject matter expert for complex, IT infrastructure operations, hardware, software, processes, and/or tools. Performs evaluation and implementation tasks using industry best practices and extensive product knowledge. Develops or executes functional and technical specifications and testing for advanced system configuration, interfaces, installation and modifications. Provides business process recommendations for project plans and resource requirements.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

Subject Matter Expert II

Minimum Experience: Twenty (20) years of experience in the field of Information Technology, ten (10) years of which must include specialized experience in the area of expertise.

Functional Duties: Technical subject matter expert for complex, IT infrastructure operations, hardware, software, processes, and/or tools. Performs evaluation and implementation tasks using industry best practices and extensive product knowledge. Develops or executes functional and technical specifications and testing for advanced system configuration, interfaces, installation and modifications. Provides business process recommendations for project plans and resource requirements.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Technician I

Minimum Experience: Up to three (3) years general experience.

Functional Duties: Works under continual supervision to perform a variety of tasks which are broad in nature. Supports the planning and performance of tasks such as research, design, development, and other assignments. Performs technical/engineering support in the area needed to support the task. May perform other duties as assigned.

Minimum Education: High School Diploma or GED required.

IT/Computer Technician II

Minimum Experience: Three (3) to five (5) years general experience.

Functional Duties: Works under moderate supervision to perform a variety of tasks which are broad in nature. Supports the planning and performance of tasks such as research, design, development, and other assignments. Performs technical/engineering support in the area needed to support the task. May perform other duties as assigned.

Minimum Education: High School Diploma or GED required.

IT/Computer Technician III

Minimum Experience: Five (5) to seven (7) years general experience.

Functional Duties: Works under minimal supervision to perform a variety of tasks which are broad in nature. Supports the planning and performance of tasks such as research, design, development, and other assignments. Performs technical/engineering support in the area needed to support the task. May perform other duties as assigned.

Minimum Education: High School Diploma or GED required. A Bachelor's degree may be substituted for four (4) years experience.

IT/Computer Technician IV

Minimum Experience: Seven (7) to ten (10) years general experience.

Functional Duties: Works under minimal supervision to perform a variety of tasks which are broad in nature. Supports the planning and performance of tasks such as research, design, development, and other assignments. Performs technical/engineering support in the area needed to support the task. May perform other duties as assigned.

Minimum Education: High School Diploma or GED required. A Bachelor's degree may be substituted for four (4) years experience.

IT/Computer Technician V

Minimum Experience: Ten (10) or more years general experience.

Functional Duties: Works under minimal supervision to perform a variety of tasks which are broad in nature. Supports the planning and performance of tasks such as research, design, development, and other assignments. Performs technical/engineering support in the area needed to support the task. May perform other duties as assigned.

Minimum Education: High School Diploma or GED required. A Bachelor's degree may be substituted for four (4) years experience.

IT/Computer Analyst I

Minimum Experience: Up to three (3) years general experience.

Functional Duties: Provide research, collection, organization, and analysis support. Perform comparison/trend and forecasting analysis; determine impact assessments and identify actions required. Perform analytical tasks related to program management operations which may include any of the following areas: database design and development; briefing or website development; software analysis; local area network administration; analyzing troubleshooting for computer hardware/software issues; statistical analysis; marketing analysis; design communications; program/business statistical analysis; research and writing for internal/external communications.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Analyst II

Minimum Experience: Three (3) to five (5) years general experience.

Functional Duties: Provide research, collection, organization, and analysis support. Perform comparison/trend and forecasting analysis; determine impact assessments and identify actions required. Perform analytical tasks related to program management operations which may include any of the following areas: database design and development; briefing or website development; software analysis; local area network administration; analyzing troubleshooting for computer hardware/software issues; statistical analysis; marketing analysis; design communications; program/business statistical analysis; research and writing for internal/external communications.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Analyst III

Minimum Experience: Five (5) to seven (7) years general experience.

Functional Duties: Provide research, collection, organization, and analysis support. Perform comparison/trend and forecasting analysis; determine impact assessments and identify actions required. Perform analytical tasks related to business/program management operations which may include any of the following areas: financial management; database design and development; briefing or website development; software analysis; local area network administration; analyzing troubleshooting for computer hardware/software issues; statistical analysis; marketing analysis; design communications; resource manpower analysis; program/business statistical analysis; research and writing for internal/external communications.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Analyst IV

Minimum Experience: Seven (7) to ten (10) years general experience.

Functional Duties: Provide research, collection, and analysis support. Perform comparison/trend and forecasting analysis; determine impact assessments and identify actions required. Perform analytical tasks related to program management operations which may include any of the following areas: database design and development; briefing or website development; software analysis; local area network administration; analyzing troubleshooting for computer hardware/software issues; statistical analysis; marketing analysis; design communications; program/business statistical analysis; research and writing for internal/external communications.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Analyst V

Minimum Experience: Ten (10) or more years general experience.

Functional Duties: Provide research, collection, and analysis support. Perform comparison/trend and forecasting analysis; determine impact assessments and identify actions required. Perform analytical tasks related to program management operations which may include any of the following areas: database design and development; briefing or website development; software analysis; local area network administration; analyzing troubleshooting for computer hardware/software issues; statistical analysis; marketing analysis; design communications; program/business statistical analysis; research and writing for internal/external communications.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Engineer I

Minimum Experience: Up to three (3) years general experience.

Functional Duties: Provides technical assistance in networking planning, engineering, and architecture. May perform work in one or more phase of developing software used in products or services. Receives guidance from senior level managers/engineers to accomplish assigned tasks.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Engineer II

Minimum Experience: Three (3) to five (5) years general experience, of which at least one (1) year must be specialized.

Functional Duties: Provides technical assistance in networking planning, engineering, and architecture. May perform work in one or more phase of developing software used in products or services. Receives guidance from senior level managers/engineers and ability to work independently to accomplish assigned tasks.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Engineer III

Minimum Experience: Five (5) to eight (8) years general experience, of which at least three (3) years must be specialized.

Functional Duties: Provides technical assistance in networking planning, engineering, and architecture. May perform work in one or more phase of developing software used in products or services. Responsible for the opinions, decisions, and performance of the task assigned.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Engineer IV

Minimum Experience: Eight (8) to ten (10) years general experience, of which at least five (5) years must be specialized.

Functional Duties: Provides technical assistance in networking planning, engineering, and architecture. May perform work in one or more phase of developing software used in products or services. Responsible for the opinions, decisions, and performance of the task assigned. The position requires the ability to perform detailed and complex calculations plus knowledge of advanced engineering principles.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Engineer V

Minimum Experience: Ten (10) to fifteen (15) years general experience, of which at least seven (7) years must be specialized.

Functional Duties: Provides technical assistance in networking planning, engineering, and architecture. May perform work in one or more phase of developing software used in products or services. Responsible for the opinions, decisions, and performance of the task assigned. The position requires the ability to perform detailed and complex calculations plus knowledge of advanced engineering principles.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Engineer VI

Minimum Experience: Fifteen (15) to twenty (20) years general experience, of which at least ten (10) years must be specialized.

Functional Duties: Provides technical assistance in networking planning, engineering, and architecture. May perform work in one or more phase of developing software used in products or services. Responsible for the opinions, decisions, and performance of the task assigned. The position requires the ability to perform detailed and complex calculations plus knowledge of advanced engineering principles. Experienced in program management. Serves as advisor/consultant to senior level managers.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Engineer VII

Minimum Experience: Twenty (20) or more years general experience, of which at least twelve (12) years must be specialized.

Functional Duties: Provides technical assistance in networking planning, engineering, and architecture. May perform work in one or more phase of developing software used in products or services. Responsible for the opinions, decisions, and performance of the task assigned. The position requires the ability to perform detailed and complex calculations plus knowledge of advanced engineering principles. Experienced in program management and as advisor/consultant to senior level managers.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Generalist I

Minimum Experience: Up to three (3) years general experience.

Functional Duties: Provides administrative or operational support to technical and management personnel. This may include documentation planning and support, project administration, IT user support, general office support, operation of computer and peripheral systems, and maintaining supply inventories.

Minimum Education: High School Diploma or GED required.

IT/Computer Generalist II

Minimum Experience: Three (3) to five (5) years general experience.

Functional Duties: Provides administrative or operational support to technical and management personnel. This may include documentation planning and support, project administration, IT user support, general office support, operation of computer and peripheral systems, and maintaining supply inventories.

Minimum Education: High School Diploma or GED required.

IT/Computer Generalist III

Minimum Experience: Five (5) to eight (8) years general experience.

Functional Duties: Provides administrative or operational support to technical and management personnel. This may include documentation planning and support, project administration, IT user support, general office support, operation of computer and peripheral systems, and maintaining supply inventories.

Minimum Education: High School Diploma or GED required.

IT/Computer Generalist IV

Minimum Experience: Eight (8) or more years general experience.

Functional Duties: Provides administrative or operational support to technical and management personnel. This may include documentation planning and support, project administration, IT user support, general office support, operation of computer and peripheral systems, and maintaining supply inventories.

Minimum Education: High School Diploma or GED required.

Technical Writer/Illustrator I

Minimum Experience: Up to five (5) years general experience.

Functional Duties: Performs IT technical writer/illustrator duties in support of user's manuals, training materials, installation guides, proposals, and other reports and deliverables.

Minimum Education: High School Diploma or GED required.

Technical Writer/Illustrator II

Minimum Experience: Five (5) to ten (10) years general experience.

Functional Duties: Performs IT technical writer/illustrator duties in support of user's manuals, training materials, installation guides, proposals, and other reports and deliverables.

Minimum Education: High School Diploma or GED required.

Technical Writer/Illustrator III

Minimum Experience: Ten (10) or more years general experience.

Functional Duties: Performs IT technical writer/illustrator duties in support of user's manuals, training materials, installation guides, proposals, and other reports and deliverables.

Minimum Education: High School Diploma or GED required.

IT/Network Systems Administrator I

Minimum Experience: Up to five (5) years of IT support experience.

Functional Duties: Provides technical oversight and hands on support of hardware and software systems. Supervises and manages the daily activities of configuration and operation of business systems. Duties include implementing and maintaining system security and data recovery processes, providing technical support, utilizing automation tools for delivering applications, managing assets, monitoring performance, event notification and automating desktop support. Excellent communication skills are required.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Network Systems Administrator II

Minimum Experience: Five (5) to ten (10) years of general experience, of which at least three (3) years must be specialized in an IT support role.

Functional Duties: Provides Technical oversight and hands on support of hardware and software systems. Supervises and manages the daily activities of configuration and operation of business systems. Duties include implementing and maintaining system security and data recovery processes, providing technical support, utilizing automation tools for delivering applications, managing assets, monitoring performance, event notification and automating desktop support. Excellent communication skills are required.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Network Systems Administrator III

Minimum Experience: Ten (10) to fifteen (15) years of general experience, of which at least eight (8) years must be specialized in an IT support role.

Functional Duties: Provides Technical oversight and hands on support of hardware and software systems. Supervises and manages the daily activities of configuration and operation of business systems. Duties include implementing and maintaining system security and data recovery processes, providing technical support, utilizing automation tools for delivering applications, managing assets, monitoring performance, event notification and automating desktop support. Excellent communication skills are required.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Network Systems Administrator IV

Minimum Experience: Fifteen (15) or more years general experience, of which at least ten (10) years must be specialized in an IT support role.

Functional Duties: Provides Technical oversight and hands on support of hardware and software systems. Supervises and manages the daily activities of configuration and operation of business systems. Duties include implementing and maintaining system security and data recovery processes, providing technical support, utilizing automation tools for delivering applications, managing assets, monitoring performance, event notification and automating desktop support. Excellent communication skills are required.

Minimum Education: Bachelor's degree in a relevant technical discipline. An Associate's degree and an additional four (4) years of experience may be substituted for a Bachelor's degree or an additional eight (8) years of experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Specialist II

Minimum Experience: Three (3) to five (5) years of general experience.

Functional Duties: Oversees the operation of computer hardware systems and software. Duties can include, but are not limited to the setting up, operating and monitoring of computers. Sets up and maintains operating records. Runs diagnostics, loads application programs, and performs some network administrative duties. Identify problems and resolve minor hardware/software/network malfunctions. Sets up and operates peripheral equipment and maintains operating records. Perform preventive maintenance for hardware and software such as equipment cleaning and vacuuming, cable/connection inspection, software virus protection, and configuration integrity.

Minimum Education: Associates' degree. An additional four (4) years of experience may be substituted for an Associates' degree. Four (4) years' experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Specialist V

Minimum Experience: Ten (10) to fifteen (15) years of general experience, of which at least eight (8) years must be specialized in an IT support role.

Functional Duties: Oversees the operation of computer hardware systems and software. Duties can include, but are not limited to the setting up, operating and monitoring of computers. Sets up and maintains operating records. Runs diagnostics, loads application programs, and performs some network administrative duties. Identify problems and resolve minor hardware/software/network malfunctions. Sets up and operates peripheral equipment and maintains operating records. Perform preventive maintenance for hardware and software such as equipment cleaning and vacuuming, cable/connection inspection, software virus protection, and configuration integrity.

Minimum Education: Associates' degree. An additional four (4) years of experience may be substituted for an Associates' degree. Four (4) years' experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Specialist VI

Minimum Experience: Fifteen (15) to twenty (20) years of general experience, of which at least ten (10) years must be specialized in an IT support role.

Functional Duties: Oversees the operation of computer hardware systems and software. Duties can include, but are not limited to the setting up, operating and monitoring of computers. Sets up and maintains operating records. Runs diagnostics, loads application programs, and performs some network administrative duties. Identify problems and resolve minor hardware/software/network malfunctions. Sets up and operates peripheral equipment and maintains operating records. Perform preventive maintenance for hardware and software such as equipment cleaning and vacuuming, cable/connection inspection, software virus protection, and configuration integrity.

Minimum Education: Associates' degree. An additional four (4) years of experience may be substituted for an Associates' degree. Four (4) years' experience may be substituted for a Bachelor's degree. Two (2) years' experience may be substituted for a Master's degree. Four (4) years' experience may be substituted for a PhD.

IT/Computer Specialist VII

Minimum Experience: Twenty (20) or more years of general experience, of which at least twelve (12) years must be specialized in an IT support role.

Functional Duties: Oversees the operation of computer hardware systems and software. Duties can include, but are not limited to the setting up, operating and monitoring of computers. Sets up and maintains operating records. Runs diagnostics, loads application programs, and performs some network administrative duties. Identify problems and resolve minor hardware/software/network malfunctions. Sets up and operates peripheral equipment and maintains operating records. Perform preventive maintenance for hardware and software such as equipment cleaning and vacuuming, cable/connection inspection, software virus protection, and configuration integrity.

Minimum Education: Associates’ degree. An additional four (4) years of experience may be substituted for an Associates’ degree. Four (4) years’ experience may be substituted for a Bachelor’s degree. Two (2) years’ experience may be substituted for a Master’s degree. Four (4) years’ experience may be substituted for a PhD.

Off-Site Rates (Customer location)

Labor Title	4-4-14 to 4-3-15	4-4-15 to 4-3-16	4-4-16 to 4-3-17
Program Manager	\$98.54	\$100.42	\$102.32
Computer Specialist	\$51.59	\$52.57	\$53.57
Systems Administrator II	\$57.78	\$58.88	\$60.00
Systems Administrator III	\$74.60	\$76.02	\$77.47
Systems Administrator IV	\$85.20	\$86.82	\$88.47
Sr. Computer Systems Analyst	\$88.97	\$90.66	\$92.39
Engineer II	\$72.46	\$73.83	\$75.24
Sr. Engineer	\$119.27	\$121.54	\$123.85

Volume discounts: An additional .5% discount for single orders exceeding \$150,000 and an additional discount of .5% (total of 1%) for single orders exceeding \$300,000.

SIN	LABOR CATEGORY	GSA
132-51	Project Manager	\$86.69
132-51	Project Manager, Senior	\$99.59
132-51	Program Manager, Senior	\$118.91
132-51	Subject Matter Expert I	\$131.65
132-51	Subject Matter Expert II	\$141.38
132-51	IT/Computer Technician I	\$46.80
132-51	IT/Computer Technician II	\$50.94
132-51	IT/Computer Technician III	\$55.21
132-51	IT/Computer Technician IV	\$62.09
132-51	IT/Computer Technician V	\$64.88
132-51	IT/Computer Analyst I	\$55.34
132-51	IT/Computer Analyst II	\$66.53
132-51	IT/Computer Analyst III	\$68.49
132-51	IT/Computer Analyst IV	\$73.89
132-51	IT/Computer Analyst V	\$85.49
132-51	IT/Computer Engineer I	\$58.39
132-51	IT/Computer Engineer II	\$68.22
132-51	IT/Computer Engineer III	\$71.95
132-51	IT/Computer Engineer IV	\$77.27
132-51	IT/Computer Engineer V	\$88.75
132-51	IT/Computer Engineer VI	\$95.13
132-51	IT/Computer Engineer VII	\$114.87

SIN	LABOR CATEGORY	GSA
132-51	IT/Computer Generalist I	\$32.55
132-51	IT/Computer Generalist II	\$35.36
132-51	IT/Computer Generalist III	\$37.16
132-51	IT/Computer Generalist IV	\$41.87
132-51	Technical Writer/Illustrator I	\$47.80
132-51	Technical Writer/Illustrator II	\$56.22
132-51	Technical Writer/Illustrator III	\$65.65
132-51	IT/Network Systems Administrator I	\$59.97
132-51	IT/Network Systems Administrator II	\$71.85
132-51	IT/Network Systems Administrator III	\$82.05
132-51	IT/Network Systems Administrator IV	\$84.92
132-51	IT/Computer Specialist I	\$41.88
132-51	IT/Computer Specialist IV	\$58.43
132-51	IT/Computer Specialist VI	\$72.15
132-51	IT/Computer Specialist VII	\$79.74

Mfg	Part #	SIN	Description	GSA	Warranty
Gemalto, Inc	O1026542A	132-8	Price each for 1k-4,999-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. (For Dept of State only, INAMI card) Applet: eTravel Printing: Includes printing up to 4 litho colors front and 4 litho colors back	\$10.76	365
Gemalto, Inc	O1026542B	132-8	Price each for 5k-9,999-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. (For Dept of State only, INAMI card) Applet: eTravel Printing: Includes printing up to 4 litho colors front and 4 litho colors back	\$9.80	365
Gemalto, Inc	O1026542C	132-8	Price each for 10k-<50k-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. (For Dept of State only, INAMI card) Applet: eTravel Printing: Includes printing up to 4 litho colors front and 4 litho colors back	\$6.95	365
Gemalto, Inc	O1026542D	132-8	Price each for 50k-<100k-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. (For Dept of State only, INAMI card) Applet: eTravel Printing: Includes printing up to 4 litho colors front and 4 litho colors back	\$5.21	365
Gemalto, Inc	O1026542E	132-8	Price each for 100k-<250k-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. (For Dept of State only, INAMI card) Applet: eTravel Printing: Includes printing up to 4 litho colors front and 4 litho colors back	\$5.16	365
Gemalto, Inc	O1029622A	132-8	Price each for 1k-4,999-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. Applet: eTravel Printing: No printing, plain white card bod	\$10.36	365
Gemalto, Inc	O1029622B	132-8	Price each for 5k-9,999-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. Applet: eTravel Printing: No printing, plain white card bod	\$9.42	365
Gemalto, Inc	O1029622C	132-8	Price each for 10k-<50k-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. Applet: eTravel Printing: No printing, plain white card bod	\$6.73	365
Gemalto, Inc	O1029622D	132-8	Price each for 50k-<100k-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. Applet: eTravel Printing: No printing, plain white card bod	\$5.18	365
Gemalto, Inc	O1029622E	132-8	Price each for 100k-<250k-MultiAppID (64k dual-interface)-Gemalto MultiAppID 64KB EEPROM. Dual Interface (Contact & Contactless) In PET card body. Applet: eTravel Printing: No printing, plain white card bod	\$5.13	365
KIOSK Information Systems, Inc.	AQ-BOR-BNCH-0001	132-12	Bench Repair - Regular Hours	\$199.50	30
KIOSK Information Systems, Inc.	AQ-BOR-BNCH-0002	132-12	Bench Repair - After Hours	\$332.49	30
KIOSK Information Systems, Inc.	AQ-BOR-BNCH-0003	132-12	Bench Repair - Sundays and Holidays	\$332.49	30
KIOSK Information Systems, Inc.	AQ-BOR-ENR-0001	132-8	Biometric Enrollment Kiosk Hardware Station - quantity discounts may apply - see price list	\$39,281.81	365
KIOSK Information Systems, Inc.	AQ-BOR-INST-0001	132-8	Biometric Enrollment Kiosk Hardware Installation - quantity discounts may apply - see price list	\$443.32	30
KIOSK Information Systems, Inc.	AQ-BOR-INST-0002	132-8	Biometric Verification Kiosk Installation - quantity discounts may apply - see price list	\$443.32	30
KIOSK Information Systems, Inc.	AQ-BOR-INST-0002	132-8	Multiple installs in single location discount (all above but eGate) - quantity discounts may apply - see price list	\$354.66	30
KIOSK Information Systems, Inc.	AQ-BOR-INST-0003	132-8	Migratory Biometric Kiosk Hardware Installation - quantity discounts may apply - see price list	\$443.32	30
KIOSK Information Systems, Inc.	AQ-BOR-INST-0004	132-8	Biometric Production Kiosk Installation - quantity discounts may apply - see price list	\$443.32	30
KIOSK Information Systems, Inc.	AQ-BOR-INST-0005	132-8	Global Entry Kiosk Enrollment Installation - quantity discounts may apply - see price list	\$443.32	30
KIOSK Information Systems, Inc.	AQ-BOR-MIG-0001	132-8	Migratory Biometric Kiosk Hardware Station - quantity discounts may apply - see price list	\$33,962.24	365
KIOSK Information Systems, Inc.	AQ-BOR-PRD-0001	132-8	Biometric Production Kiosk Station - quantity discounts may apply - see price list	\$35,849.03	365
KIOSK Information Systems, Inc.	AQ-BOR-VER-0001	132-8	Biometric Verification Kiosk Station - quantity discounts may apply - see price list	\$36,501.28	365
KIOSK Information Systems, Inc.	AQ-GEM-EGT-0001	132-8	Global Entry Gated Access Station - quantity discounts may apply - see price list	\$37,928.79	365
KIOSK Information Systems, Inc.	AQ-GEM-EGT-INST-0001M	132-8	Global Entry Gated Access Installation	\$664.99	30
KIOSK Information Systems, Inc.	AQ-GEM-EGT-INST-0002	132-8	Multiple eGate installs in single location discount	\$531.99	30
KIOSK Information Systems, Inc.	AQ-GEM-ENR-0001	132-8	Global Entry Kiosk Enrollment Station - quantity discounts may apply - see price list	\$39,281.81	365
Mentor Enterprises, Inc	Award-Quick	132-33	No one wants to go digging through a bulky regulation just to learn how to fill out a single form. Your time is valuable and you can't be chained to your desk if you want to lead from the front. This is why Army Counseling Online has worked to develop another high-quality program so you can find all of your Army award resources all in place. Award Quick is a self contained award preparation guide that assists you in developing achievement statements and citations for Army Awards. Quickly and Accurately construct Awards your Soldiers deserve How Does It Work? This all inclusive Army award builder provides you with everything you need to construct professional awards. Sample award information is divided into 8 categories including: Leadership, Special Duty Positions, Staff Positions, Inspections, Recognition, Deployment, Volunteerism, and Miscellaneous. This information is broken down into Achievement statements, opening, helping, and closing sentences and Citations. All achievement statements have been field tested and utilized in actual awards. We have also included an innovative sentence generator that allows you to construct various statements useful in writing awards. Contains the following tools: 100's of Army award example bullets including Achievement Statements, opening, helping, closing statements, and citations from actual awards. Web Resource Links: Award Order of Precedence Award Rack Builder HRC Military Awards Branch Example Documents Including: Bronze Star Narrative and Citations Legion of Merit Narrative and Citation Medal of Honor Citation Example Letters of Lateness Amendment of Orders Revocation of Orders References AR 600-8-22 DA Memo 600-8-2 AR 670-1 AR 600-8-2 Writing Tools that Include: Award Recommendation Guidelines Helpful Word Combinations Helpful Phrases Comprehensive List of: Adjectives, Nouns, Verbs Blank Forms in Lotus Form (LV) and Microsoft Word (WD), and Fillable PDFs (PDF): DA FORM 638, APR 2006 Recommendation for Award *(LV-WD-PDF) DA FORM 7594, APR 2006 Unit Award Recommendation *(LV-PDF) DA FORM 4187, JAN 2000 Personnel Action *(LV-WD-PDF) System Requirements Internet Connection and Administrator Privileges Required for Installation! Supported Operation Systems: Windows® XP or Vista (32 bit and 64 bit) Mac OS not supported RAM 256 MB Processor: Pentium IV or higher processor Additional Software Required: PureEdge™ Viewer, Adobe™ Reader or similar PDF viewer, and Microsoft® Word 97-2007	\$36.23	30
Mentor Enterprises, Inc	Counselor-12month-renewal	132-33	Maintenance extension for current license holders Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	\$204.36	30
Mentor Enterprises, Inc	Counselor-Battalion-300	132-33	Counselor Site Licensing: Battalion Pack (300 users). Counselor is the most comprehensive Counseling software on the market containing over 250 editable counseling templates/documents in 83 counseling/leadership categories. It contains a Soldier management database system that allows the leader to quickly track the status of his Soldiers and their counseling. The program provides leaders the capability to develop and design high quality professional counseling sessions in a matter of minutes, while simultaneously educating the leader as to specific regulatory and doctrine requirements about the counseling session. The Counselor provides the leader with specific mentorship/experience about the counseling situation, targeted questions the leader should consider prior to conducting the counseling and/or asking during the session. Extracts of pertinent regulations are provided for each counseling session where applicable so the leader can understand and explain where the authority for such a counseling is derived. This unique process educates and trains the leader in proper counseling techniques. It teaches leaders "How to Think" not "What to Think". The Soldier database allows leaders to enter specific information about the Soldier, track specific information about the Soldier, develop counseling reports relating to the Soldiers or the entire element. It also provides the capability to attach counseling forms and other documents to a Soldier electronic file. These files can be imported or exported and shared with other leaders who have the software installed on their computer. The program also includes an extensive reference library containing the complete regulations discussed in the counseling sessions. Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	\$75,070.61	365
Mentor Enterprises, Inc	Counselor-Brigade-500	132-33	Counselor Site Licensing: Brigade Pack (500 users). Counselor is the most comprehensive Counseling software on the market containing over 250 editable counseling templates/documents in 83 counseling/leadership categories. It contains a Soldier management database system that allows the leader to quickly track the status of his Soldiers and their counseling. The program provides leaders the capability to develop and design high quality professional counseling sessions in a matter of minutes, while simultaneously educating the leader as to specific regulatory and doctrine requirements about the counseling session. The Counselor provides the leader with specific mentorship/experience about the counseling situation, targeted questions the leader should consider prior to conducting the counseling and/or asking during the session. Extracts of pertinent regulations are provided for each counseling session where applicable so the leader can understand and explain where the authority for such a counseling is derived. This unique process educates and trains the leader in proper counseling techniques. It teaches leaders "How to Think" not "What to Think". The Soldier database allows leaders to enter specific information about the Soldier, track specific information about the Soldier, develop counseling reports relating to the Soldiers or the entire element. It also provides the capability to attach counseling forms and other documents to a Soldier electronic file. These files can be imported or exported and shared with other leaders who have the software installed on their computer. The program also includes an extensive reference library containing the complete regulations discussed in the counseling sessions. Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	#####	365

Mfg	Part #	SIN	Description	GSA	Warranty
Mentor Enterprises, Inc	Counselor-Company-65	132-33	Counselor Site Licensing: Company Pack (65 users). Counselor is the most comprehensive Counseling software on the market containing over 250 editable counseling templates/documents in 83 counseling/leadership categories. It contains a Soldier management database system that allows the leader to quickly track the status of his Soldiers and their counseling. The program provides leaders the capability to develop and design high quality professional counseling sessions in a matter of minutes, while simultaneously educating the leader as to specific regulatory and doctrine requirements about the counseling session. The Counselor provides the leader with specific mentorship/experience about the counseling situation, targeted questions the leader should consider prior to conducting the counseling and/or ask during the session. Extracts of pertinent regulations are provided for each counseling session where applicable so the leader can understand and explain where the authority for such a counseling is derived. This unique process educates and trains the leader in proper counseling techniques. It teaches leaders "How to Think" not "What to Think". The Soldier database allows leaders to enter specific information about the Soldier, track specific information about the Soldier, develop counseling reports relating to the Soldiers or the entire element. It also provides the capability to attach counseling forms and other documents to a Soldier electronic file. These files can be imported or exported and shared with other leaders who have the software installed on their computer. The program also includes an extensive reference library containing the complete regulations discussed in the counseling sessions. Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	\$17,281.88	365
Mentor Enterprises, Inc	Counselor-Platoon-15	132-33	Counselor Site Licensing: Platoon Pack (15 users). Counselor is the most comprehensive Counseling software on the market containing over 250 editable counseling templates/documents in 83 counseling/leadership categories. It contains a Soldier management database system that allows the leader to quickly track the status of his Soldiers and their counseling. The program provides leaders the capability to develop and design high quality professional counseling sessions in a matter of minutes, while simultaneously educating the leader as to specific regulatory and doctrine requirements about the counseling session. The Counselor provides the leader with specific mentorship/experience about the counseling situation, targeted questions the leader should consider prior to conducting the counseling and/or ask during the session. Extracts of pertinent regulations are provided for each counseling session where applicable so the leader can understand and explain where the authority for such a counseling is derived. This unique process educates and trains the leader in proper counseling techniques. It teaches leaders "How to Think" not "What to Think". The Soldier database allows leaders to enter specific information about the Soldier, track specific information about the Soldier, develop counseling reports relating to the Soldiers or the entire element. It also provides the capability to attach counseling forms and other documents to a Soldier electronic file. These files can be imported or exported and shared with other leaders who have the software installed on their computer. The program also includes an extensive reference library containing the complete regulations discussed in the counseling sessions. Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	\$4,222.72	365
Mentor Enterprises, Inc	Counselor-Volume(101-500)	132-33	Counselor Volume pricing PER USER for 101-500 users. Counselor is the most comprehensive Counseling software on the market containing over 250 editable counseling templates/documents in 83 counseling/leadership categories. It contains a Soldier management database system that allows the leader to quickly track the status of his Soldiers and their counseling. The program provides leaders the capability to develop and design high quality professional counseling sessions in a matter of minutes, while simultaneously educating the leader as to specific regulatory and doctrine requirements about the counseling session. The Counselor provides the leader with specific mentorship/experience about the counseling situation, targeted questions the leader should consider prior to conducting the counseling and/or ask during the session. Extracts of pertinent regulations are provided for each counseling session where applicable so the leader can understand and explain where the authority for such a counseling is derived. This unique process educates and trains the leader in proper counseling techniques. It teaches leaders "How to Think" not "What to Think". The Soldier database allows leaders to enter specific information about the Soldier, track specific information about the Soldier, develop counseling reports relating to the Soldiers or the entire element. It also provides the capability to attach counseling forms and other documents to a Soldier electronic file. These files can be imported or exported and shared with other leaders who have the software installed on their computer. The program also includes an extensive reference library containing the complete regulations discussed in the counseling sessions. Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	\$265.87	365
Mentor Enterprises, Inc	Counselor-Volume(1-50)	132-33	Counselor Volume pricing PER USER for 1-50 users. Counselor is the most comprehensive Counseling software on the market containing over 250 editable counseling templates/documents in 83 counseling/leadership categories. It contains a Soldier management database system that allows the leader to quickly track the status of his Soldiers and their counseling. The program provides leaders the capability to develop and design high quality professional counseling sessions in a matter of minutes, while simultaneously educating the leader as to specific regulatory and doctrine requirements about the counseling session. The Counselor provides the leader with specific mentorship/experience about the counseling situation, targeted questions the leader should consider prior to conducting the counseling and/or ask during the session. Extracts of pertinent regulations are provided for each counseling session where applicable so the leader can understand and explain where the authority for such a counseling is derived. This unique process educates and trains the leader in proper counseling techniques. It teaches leaders "How to Think" not "What to Think". The Soldier database allows leaders to enter specific information about the Soldier, track specific information about the Soldier, develop counseling reports relating to the Soldiers or the entire element. It also provides the capability to attach counseling forms and other documents to a Soldier electronic file. These files can be imported or exported and shared with other leaders who have the software installed on their computer. The program also includes an extensive reference library containing the complete regulations discussed in the counseling sessions. Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	\$297.15	365
Mentor Enterprises, Inc	Counselor-Volume(501+)	132-33	Counselor Volume pricing for PER USER 501 or more users. Counselor is the most comprehensive Counseling software on the market containing over 250 editable counseling templates/documents in 83 counseling/leadership categories. It contains a Soldier management database system that allows the leader to quickly track the status of his Soldiers and their counseling. The program provides leaders the capability to develop and design high quality professional counseling sessions in a matter of minutes, while simultaneously educating the leader as to specific regulatory and doctrine requirements about the counseling session. The Counselor provides the leader with specific mentorship/experience about the counseling situation, targeted questions the leader should consider prior to conducting the counseling and/or ask during the session. Extracts of pertinent regulations are provided for each counseling session where applicable so the leader can understand and explain where the authority for such a counseling is derived. This unique process educates and trains the leader in proper counseling techniques. It teaches leaders "How to Think" not "What to Think". The Soldier database allows leaders to enter specific information about the Soldier, track specific information about the Soldier, develop counseling reports relating to the Soldiers or the entire element. It also provides the capability to attach counseling forms and other documents to a Soldier electronic file. These files can be imported or exported and shared with other leaders who have the software installed on their computer. The program also includes an extensive reference library containing the complete regulations discussed in the counseling sessions. Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	\$250.23	365
Mentor Enterprises, Inc	Counselor-Volume(51-100)	132-33	Counselor Volume pricing PER USER for 51-100 users. Counselor is the most comprehensive Counseling software on the market containing over 250 editable counseling templates/documents in 83 counseling/leadership categories. It contains a Soldier management database system that allows the leader to quickly track the status of his Soldiers and their counseling. The program provides leaders the capability to develop and design high quality professional counseling sessions in a matter of minutes, while simultaneously educating the leader as to specific regulatory and doctrine requirements about the counseling session. The Counselor provides the leader with specific mentorship/experience about the counseling situation, targeted questions the leader should consider prior to conducting the counseling and/or ask during the session. Extracts of pertinent regulations are provided for each counseling session where applicable so the leader can understand and explain where the authority for such a counseling is derived. This unique process educates and trains the leader in proper counseling techniques. It teaches leaders "How to Think" not "What to Think". The Soldier database allows leaders to enter specific information about the Soldier, track specific information about the Soldier, develop counseling reports relating to the Soldiers or the entire element. It also provides the capability to attach counseling forms and other documents to a Soldier electronic file. These files can be imported or exported and shared with other leaders who have the software installed on their computer. The program also includes an extensive reference library containing the complete regulations discussed in the counseling sessions. Contractor will provide necessary software maintenance updates to include 1. Bug fixes (resolving errors in programming) 2. Content correctors (resolving mistakes in content and typography) and 3. Content updates (improving existing content and updating material in accordance to changes in military doctrine) for a period of 12 months from the purchase date via automatic electronic download.	\$281.51	365

Mfg	Part #	SIN	Description	GSA	Warranty
Mentor Enterprises, Inc	Counsel-Quick-vol1	132-33	<p>What is Counsel Quick Volume 1? Counsel Quick is a series of software programs designed to help US Army leaders prepare for counseling sessions. Counsel Quick Volume 1 is the first in the series and places special emphasis for first line leaders. Counsel Quick contains the latest forms, examples, and references you'll need to quickly compose and manage counseling's all in one easy to use program. How Does It Work? Counsel Quick Volume 1 installs to your computer (up to three) just like most other programs so you can use it at home, at the office, or in the field on a laptop. What's New in Version 2.0? The program contains counseling templates in Microsoft Word and PureEdge Viewer that are pre-formatted and fully editable. Each counseling subject also contains information, guidance, references and examples that pertain to each subject. We've added a few new tools such as an integrated counseling tracker database and notepad to make tracking daily events and counseling history easier. Best of all, now Counsel Quick has the ability to check for updates! Improved Navigation Interface The new interface makes navigating your way around the program much easier. Ability to Update Counsel Quick can check itself for updates and will download and install them. This is very useful in the event of regulation and form changes. Counseling Tracker This section allows the user to keep a database of individual soldiers and their current counseling status. This helps the counselor to keep track of counseling dates and individualized notes on each soldier they counsel. The user can also print out a report that will display the dates for the soldiers Reception, Initial, and Last Performance counseling's. My Notes Section This allows the user to keep a daily journal of events. This makes it easier for the counselor to recall events that happened earlier in the month when preparing monthly performance counseling's. User can enter anything they want in this section such as soldier data or regulation snippets. Army Regulations, Field Manuals, and UCMJ The Reference section contains all of the Army Regulations, Field Manuals, and UCMJ Manuals for Courts Martial referred to in the counseling templates. This enable the counselor to quickly verify that the pertinent regulations and procedures are being followed and provides a quick resource to lookup Army policies and procedures Table of Contents Counseling Subjects Borderline APFT prior to NCOES Borderline Overweight Prior to NCOES Borderline Overweight Unit Weigh In Diagnostic APFT Failure Excess Leave Extended Travel Pass Failure to Report Family Care Plan (Initial) Family Care Plan (Invalid) Family Care Plan (Valid) Fully Eligible Not Recommended for Promotion (SGT/SSG) Indebtedness Initial Counseling NCO Initial Counseling PVT-SPC Initial Overweight Counseling Monthly Performance Counseling PVT-SPC Quarterly Performance Counseling NCO Monthly Overweight (Satisfactory)</p>	\$36.23	30
Mentor Enterprises, Inc	Counsel-Quick-vol2	132-33	<p>Overview of Counsel Quick Volume 2 What is Counsel Quick Volume 2? Counsel Quick is a series of software programs designed to help US Army leaders prepare for counseling sessions. Counsel Quick: Volume 2 is the second in the series and places special emphasis for senior leaders. Complete with the latest forms, army counseling examples, and references you'll need to quickly compose and manage counselings all in one easy to use program. How Does It Work? Counsel Quick: Volume 2 installs to your computer (up to three installs per user) as a self-contained program so you can use it at home, at the office or in the field on a laptop. What's New in Version 2.0? The program contains counseling templates in Microsoft Word and PureEdge Viewer that are pre-formatted and fully editable. Each counseling subject also contains information, guidance, references and examples that pertain to each subject. We've added a few new tools such as an integrated counseling tracker database and notepad to make tracking daily events and counseling history easier. Best of all, now Counsel Quick has the ability to check for updates! Improved Navigation Interface The new interface makes navigating your way around the program much easier. Ability to Update Counsel Quick can check itself for updates and will download and install them. This is very useful in the event of regulation and form changes. Counseling Tracker This section allows the user to keep a database of individual soldiers and their current counseling status. This helps the counselor to keep track of counseling dates and individualized notes on each soldier they counsel. The user can also print out a report that will display the dates for the soldiers reception, initial, and last performance counselings. My Notes Section This allows the user to keep a daily journal of events. This makes it easier for the counselor to recall events that happened earlier in the month when preparing monthly performance counselings. User can enter anything they want in this section such as soldier data or regulation snippets. Army Regulations, Field Manuals, and UCMJ The Reference section contains all of the Army Regulations, Field Manuals, and UCMJ Manuals for Courts Martial referred to in the counseling templates. This enable the counselor to quickly verify that the pertinent regulations and procedures are being followed and provides a quick resource to look up Army policies and procedures Table of Contents Counseling Statements 3-4 Day Pass Business Card AWOL AWOL Letter Home AWOL Point Paper Cease Contact Order Domestic Violence DUI Failure to Conduct Risk Assessment Government Travel Card (Initial Counseling) Government Travel Card (Misuse of) GT Improvement Improper or Inappropriate Relationship Indebtedness Initiate or Transfer Flag Job Well Done Counseling Leave Request Leave Safety Pledge Letter Home Counseling Letter Home Example Lift Flag Action Marriage Counseling Monthly Performance Counseling Off Duty Employment Approved Off Duty Employment Disapproved Protective Order Under Age Drinking Checklists and SOPs Command Inspection Counseling Checklist Counseling Requirements Table Counseling SOP WLC Checklist References Included Army Regulations AR 140-111 (US Army Reserve Reenlistment Program) AR 190-45 (Law Enforcement Reporting) AR 600-8-2 (Suspension of Favorable Personnel Actions (Flags)) AR 600-8-24 (Officer Transfers and Discharges) AR 600-8-104 (Military Personnel Information Management / Records) AR 600-15 (Indebtedness of Military Personnel) AR 600-20 (Army Command Policy) AR 601-210 (Active and Reserve Components Enlistment Program) AR 623-3 (Evaluation Reporting System) AR 635-40 (Physical Evaluation for Retention, Retirement, or Separation) AR 635-200 (Active Duty Enlisted Administrative Separations) Field Manuals FM 6-22 (Army Leadership) UCMJ Manual for Courts-Martial (2008) System Requirements Internet Connection and Administrator Privileges Required for Installation! Supported Operation Systems: Windows® XP or Vista (32 bit and 64 bit) Mac OS not supported RAM: 256 MB Processor: Pentium IV or higher processor Additional Software Required: PureEdge™ Viewer, Adobe™ Reader or similar PDF viewer, and Microsoft® Word 97-2007</p>	\$36.23	30
Mentor Enterprises, Inc	Counsel-Quick-vol3	132-33	<p>Counsel Quick Volume 3 What is Counsel Quick Volume 3? Counsel Quick is a series of software programs designed to help US Army leaders prepare for counseling sessions. Counsel Quick Volume 3 is the third in the series and contains 32 army counseling examples. Counsel Quick contains the latest forms, examples, and references you'll need to quickly compose and manage counseling's all in one easy to use program. How Does It Work? Counsel Quick Volume 3 can be installed on three of your computers. Features The program contains counseling templates in Microsoft® Word and Lotus Forms™ Viewer that are pre-formatted and fully editable. Each counseling subject also contains information, guidance, references and examples that pertain to each subject. Best of all, Counsel Quick has the ability to check for updates so you will always have the latest information available! Navigation Interface The interface used by the current generation of Counsel Quick products makes navigating your way around the program very easy. Ability to Update Counsel Quick can check itself for updates and will download and install them. This is very useful in the event of regulation and form changes. My Notes Section This allows the user to keep a daily journal of events. This makes it easier for the counselor to recall events that happened earlier in the month when preparing monthly performance counseling's. User can enter anything they want in this section such as soldier data or regulation snippets. Army Regulations, Field Manuals, and UCMJ The Reference section contains all of the Army Regulations, Field Manuals, and UCMJ Manuals for Courts Martial referred to in the counseling templates. This enable the counselor to quickly verify that the pertinent regulations and procedures are being followed and provides a quick resource to look up Army policies and procedures Table of Contents Counseling Subjects Bar to Reenlistment Corrective Training Disapproval of Good Conduct Medal Disrespect Drunk on Duty Emergency Leave Failure to Utilize Chain of Command Hazing Late for Appointment Letters of Reprimand Loss of ID Card Loss of ID Tags Loss or Damage to Govt. Property Missed Appointments Motorcycle Safety Negligent Weapons Discharge Off Limit Areas/Establishments Overweight Appearance Redeployment Safety Briefing Special Leave Accrual Substance Abuse Under Minimum Weight Standards Weight Control References Included Army Regulations AR 27-10 (Military Justice) AR 350-1 (Army Training and Leader Development) AR 600-20 (Army Command Policy) AR 600-37 (Unfavorable Information) AR 600-8-10 (Leaves and Passes) AR 600-8-2 (Suspension of Favorable Personnel Actions (Flags)) AR 600-8-22 (Military Awards) AR 600-85 (The Army Substance Abuse Program) AR 601-280 (Army Retention Program) Field Manuals FM 27-1 (Legal Guide for Commanders) FM 27-14 (Legal Guide for Soldiers) UCMJ Manual for Courts-Martial (2008) System Requirements Internet Connection and Administrator Privileges Required for Installation! Supported Operation Systems: Windows® XP or Vista (32 bit and 64 bit) Mac OS not supported RAM: 256 MB Processor: Pentium IV or higher processor Additional Software Required: PureEdge™ Viewer, Adobe™ Reader or similar PDF viewer, and Microsoft® Word 97-2007</p>	\$36.23	30
Mentor Enterprises, Inc	Rater-Quick-NCOER	132-33	<p>The Rater Quick NCOER Edition contains the latest forms, examples, and references you'll need to quickly compose and manage professional looking NCOER Evaluation Reports all in one easy to use program. This is by far the most up to date, easiest to use, and most comprehensive NCOER program available anywhere! Over 1700 editable cut and paste NCOER bullet examples categorized by value and competency! Get guidance from Senior NCO's and Officers that you won't find in any regulation or manual! My Favorite Bullets™ This feature allows you to store your favorite or most used bullets right inside the program! Rater Quick Has All The NCOER Forms You'll Need DA Form 2166-8 March 2006 (NCOER) APD V6.00 DA Form 2166-8-1 March 2006 (Counseling and Support Form) DA Form 4856 (Developmental Counseling Form) All forms are in Microsoft® Word and PureEdge™ viewer. Microsoft® Word forms can be secured with password protection. Complete Reference Library that contains all the Army Regulations, DA Pamphlets, DA Memos, and FM's related to the NCOER! 24hr technical support via email. (Phone support available during regular business hours) Backup CD is included and will be sent via USPS to wherever you like. License Key is included. Each license key is valid for three installations. This means you can install the program on one computer three times, three computers one time, or any combination thereof. Un-used installs never expire! We've added a new feature that allows you to check for updates so you'll always have the latest information. Just click the Check for Update link in the programs folder in your Start Menu and it will check itself over the internet to see if you have the most current version. If not, it will automatically update your software to the current version. Supported Operating Systems: Windows® XP or Vista. (Apple Computers with Mac OS not supported!) RAM: 256 MB minimum Processor: Pentium III 800Mhz or higher processor Hard Drive Space: 35 MB minimum Additional Software Required: PDF viewer such as the Adobe® Reader® (Free) http://www.adobe.com/products/acrobat/readstep2.html Lotus Form™ Viewer (Free with AKO Login) https://chess.army.mil/asep/commerce/download/lotus_forms_viewer.jsp Microsoft® Word (Free Trial) http://office.microsoft.com/en-us/word/default.aspx</p>	\$36.23	30
Mentor Enterprises, Inc	Rater-Quick-OER	132-33	<p>The Rater Quick OER Edition contains the latest forms, bullet examples, template, and references you'll need to quickly compose and manage professional looking Officer Evaluation Reports all in one easy to use program. This is by far the most up to date, easiest to use, and most comprehensive OER program available anywhere! OER bullet examples and templates offer excellent advice Get examples and advice from Officers of all ranks! Improved Manageability and Time Saving Capabilities. You can keep track of your OER and when it due to Senior Rater and PAC and with our new OER Tracking Tool. Track your Officers (or your) career with our new Career Planner that will map out where you are in your career and where you should be in 2, 5, 10 even 20 years from now. It even calculates when your children will be in High School so you can plan ahead. Email forms as attachments to rater/senior rater for their input and/or use AKO My Forms. Lifetime updates! If we update the program just use the check for update link in the program or your start menu and the program will update itself! Install the program on up to 3 computers so you can use it at home, at the office, and in the field on your laptop. Author: Mentor Enterprises ISBN-10: 1886715386</p>	\$36.23	30