



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

Special Item No. 132-51 Information Technology Professional Services

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

- FPDS Code D301 IT Facility Operation and Maintenance
- FPDS Code D302 IT Systems Development Services
- FPDS Code D306 IT Systems Analysis Services
- FPDS Code D307 Automated Information Systems Design and Integration Services
- FPDS Code D308 Programming Services
- FPDS Code D310 IT Backup and Security Services
- FPDS Code D311 IT Data Conversion Services
- FPDS Code D313 Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
- FPDS Code D316 IT Network Management Services
- FPDS Code D317 Automated News Services, Data Services, or Other Information Services

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

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

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



Immersive Concepts, LLC
7411 Riggs Road, Suite 104
Adelphi, MD 20783
Phone/Fax: (855) 513-8500

Contract Number: GS-35F-032CA
FCIS-JB-980001-B (Refresh #33)

Period Covered by Contract:

October 21, 2014 Through October 20, 2019

General Services Administration
Federal Acquisition Service

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Acquisition Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT:

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

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

Offerors are requested to check one of the following boxes:

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

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

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

[Immersive Concepts, LLC](#)
[7411 Riggs Road, Suite 104,](#)
[Adelphi, MD 20783](#)

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

Phone: (855) 513-8500

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: 969960637

Block 30: Type of Contractor - A – Small Disadvantage Business; K – State/Local Government

Block 31: Woman-Owned Small Business - No

Block 32: HUBZone Small Business Coconcern - Yes

Block 36: Contractor's Taxpayer Identification Number (TIN): 45-3173730

4a. CAGE Code: 6KLY2

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

5. FOB DESTINATION

6. DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>132-8</u>	<u>N/A</u> Days
<u>132-9</u>	<u>N/A</u> Days
<u>132-12</u>	<u>N/A</u> Days
<u>132-32</u>	<u>N/A</u> Days
<u>132-33</u>	<u>N/A</u> Days
<u>132-34</u>	<u>N/A</u> Days

- 132-51 As negotiated between contractor and ordering activity
- b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.
7. **DISCOUNTS:**
Prices shown are NET Prices; Basic Discounts have been deducted.
- a. Prompt Payment: 0% - Net 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: Offered the same discount as all other Government customers.
- e. Other: None
8. **TRADE AGREEMENTS ACT OF 1979, as amended:**
All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.
9. **STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING**
10. **SMALL REQUIREMENTS:**
The minimum dollar value of orders to be issued is \$100.00.
11. **MAXIMUM ORDER**
(All dollar amounts are exclusive of any discount for prompt payment.)
- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-8 - Purchase of Equipment
Special Item Number 132-12 – Maintenance of Equipment, Repair Service, and Repair Parts/Spare Parts
Special Item Number 132-32 - Term Software Licenses
Special Item Number 132-33 - Perpetual Software Licenses
Special Item Number 132-51 - Information Technology (IT) Professional Services

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed

under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

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

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

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

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
- (1) Time of delivery/installation quotations for individual orders;
 - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
 - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

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

None

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

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

21. CONTRACTOR TEAM ARRANGEMENTS

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For

example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

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

23. SECTION 508 COMPLIANCE.

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

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:
This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
 - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall

maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

1. SCOPE

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

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- 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.
- 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.

**Critical Information Specific to Schedule # 70– Information Technology, Software & Services
Solicitation FCIS-JB-980001B (Refresh # 33)**

- 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

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS –COMMERCIAL ITEMS (MAR 2009)

(ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts 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 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

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

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT SERVICES AND PRICING

**Critical Information Specific to Schedule # 70– Information Technology, Software & Services
Solicitation FCIS-JB-980001B (Refresh # 33)**

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

Please refer to the labor category descriptions and pricing information provided below:

LABOR CATEGORIES AND DESCRIPTIONS

Experience/Education Substitutions: An equivalence chart of experience and education substitutions, applicable to all categories, is provided at the end of this list.

**IMMERSIVE CONCEPTS, LLC
LABOR CATEGORY DESCRIPTIONS**

Commercial Job Title:	JR. PROJECT MANAGER – IMCPM00
Minimum/General Experience: Combination of eight (4) years information technology experience, including three (2) years of experience in a management or supervisory capacity, plus three (2) years of experience in the functional area of the project to be managed.	
Functional Responsibility: The Project Manager is responsible for managing and completing complex projects. Project Managers are responsible for managing all project staff and insuring that the staff completes all of their assigned tasks on time and correctly. The Project Manager is also responsible for maintaining appropriate communications with customer personnel and insuring that customer is completely satisfied with all aspects of the project. The Project manager also manages the test and acceptance process through final customer acceptance. The entry level Project Manager is responsible for managing smaller projects with fewer personnel and less risk.	
Minimum Education: Bachelors Degree + 5 years of experience	

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Commercial Job Title:	
	PROJECT MANAGER – IMCPM01
Minimum/General Experience: Combination of eight (8) years information technology experience, including three (3) years of experience in a management or supervisory capacity, plus three (3) years of experience in the functional area of the project to be managed.	
Functional Responsibility: The Project Manager is responsible for managing and completing complex projects. Project Managers are responsible for managing all project staff and insuring that the staff completes all of their assigned tasks on time and correctly. The Project Manager is also responsible for maintaining appropriate communications with customer personnel and insuring that customer is completely satisfied with all aspects of the project. The Project manager also manages the test and acceptance process through final customer acceptance. The entry level Project Manager is responsible for managing smaller projects with fewer personnel and less risk.	
Minimum Education: Bachelors Degree + 5 years of experience	

Commercial Job Title:	
	SR. PROJECT MANAGER – IMCPM02
Minimum/General Experience: Combination of eight (8) years information technology experience, including three (5) years of experience in a management or supervisory capacity, plus three (3) years of experience in the functional area of the project to be managed.	
Functional Responsibility: The Project Manager is responsible for managing and completing complex projects. Project Managers are responsible for managing all project staff and insuring that the staff completes all of their assigned tasks on time and correctly. The Project Manager is also responsible for maintaining appropriate communications with customer personnel and insuring that customer is completely satisfied with all aspects of the project. The Project manager also manages the test and acceptance process through final customer acceptance. The entry level Project Manager is responsible for managing smaller projects with fewer personnel and less risk.	
Minimum Education: Bachelors Degree + 7 years of experience	

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Commercial Job Title:	
	Jr. TECHNICIAN - IMCTECH00
Minimum/General Experience: (2) years of progressive experience in installation software and hardware technicians; analysis, design, and installation of computer based systems; analysis, design, and installation of LANs/WANs; and analysis, design, and installation of communications systems. General experience must include increasing responsibilities in technical management.	
Functional Responsibility: The Technician provides a range of technical services to support the installation and implementation of networks and computer systems. Duties may range from basic tasks such as unpacking and setting up equipment and removing packing materials, to installing cabling and rack mounted equipment, to basic configuration and testing. The entry level Technician works on simple projects independently or is assigned to larger more complex projects and works under the direction of more senior personnel.	
Minimum Education: High School Diploma + 2 years of experience	

Commercial Job Title:	
	TECHNICIAN - IMCTECH01
Minimum/General Experience: (3) years of progressive experience in supervision of installation software and hardware technicians; analysis, design, and installation of computer based systems; analysis, design, and installation of LANs/WANs; and analysis, design, and installation of communications systems. General experience must include increasing responsibilities in technical management.	
Functional Responsibility: The Technician provides a range of technical services to support the installation and implementation of networks and computer systems. Duties may range from basic tasks such as unpacking and setting up equipment and removing packing materials, to installing cabling and rack mounted equipment, to basic configuration and testing. The entry level Technician works on simple projects independently or is assigned to larger more complex projects and works under the direction of more senior personnel.	
Minimum Education: High School Diploma + 3 years of experience	

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Commercial Job Title:	
	SR. TECHNICIAN - IMCTECH02
Minimum/General Experience: (5) years of progressive experience in supervision of installation software and hardware technicians; analysis, design, and installation of computer based systems; analysis, design, and installation of LANs/WANs; and analysis, design, and installation of communications systems. General experience must include increasing responsibilities in technical management.	
Functional Responsibility: The Technician provides a range of technical services to support the installation and implementation of networks and computer systems. Duties may range from basic tasks such as unpacking and setting up equipment and removing packing materials, to installing cabling and rack mounted equipment, to basic configuration and testing. The senior level Technician works on larger and more complex projects independently or provides direction on large projects to less senior personnel.	
Minimum Education: High School Diploma + 5 years of experience	

Commercial Job Title:	
	JR. TELECOMMUNICATIONS SYSTEM ENGINEER - IMCTSE00
Minimum/General Experience: 2 years experience or equivalent relevant experience.	
Functional Responsibility: Performs analytical expertise in support of systems engineering projects. Conducts advanced and state-of-the-art assignments under general supervision. Provides technical information for, and final technical editing of, all documents and proposals. Provides diagnosis of and resolutions for, complex networking and engineering problems.	
Minimum Education: High School Diploma	

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Commercial Job Title:	
	TELECOMMUNICATIONS SYSTEM ENGINEER - IMCTSE01
Minimum/General Experience: 4 years experience or equivalent relevant experience.	
Functional Responsibility: Performs analytical expertise in support of systems engineering projects. Conducts advanced and state-of-the-art assignments under general supervision. Provides technical information for, and final technical editing of, all documents and proposals. Provides diagnosis of and resolutions for, complex networking and engineering problems.	
Minimum Education: High School Diploma	

Commercial Job Title:	
	SR. TELECOMMUNICATIONS SYSTEM ENGINEER- IMCTSE02
Minimum/General Experience: 6 years experience or equivalent relevant experience.	
Functional Responsibility: Acts as a lead engineer in the area of telecommunications engineering and implementation. Provides technical expertise and support in one or more emerging technology areas including, but not limited to, knowledge wireless communications, Internet technologies, secure messaging, IP telephony, unified messaging, enterprise engineering, fraud detection, intrusion detection, information assurance, public key infrastructure (PKI), critical infrastructure protection, and installation or maintenance of PBX equipment.	
Minimum Education: High School Diploma	

Commercial Job Title:	
	JR. TRAINING SPECIALIST- IMCTS00
Minimum/General Experience: 1 year of experience in networking, data communications, or related fields or education and experience equivalent to two years of experience.	
Functional Responsibility: Using course material assist in providing training to customers as specified in the task order. Prepares student materials including handouts, completion certificates, and course critique forms. Assists the Senior Training Specialist in the conduct of formal classroom courses, workshops, and seminars, as needed.	
Minimum Education: Bachelors degree or equivalent experience and/or education in network training.	

Commercial Job Title:	
	TRAINING SPECIALIST- IMCTS01
Minimum/General Experience: 3 years of experience in networking, data communications, or related fields or education and experience equivalent to two years of experience.	
Functional Responsibility: Using course material provides training to customers as specified in the task order. Prepares student materials including handouts, completion certificates, and course critique forms. Assists the Senior Training Specialist in the conduct of formal classroom courses, workshops, and seminars, as needed.	
Minimum Education: Bachelors degree or equivalent experience and/or education in network training.	

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Commercial Job Title:	
	SR. TRAINING SPECIALIST- IMCTS02
Minimum/General Experience: 4 years of experience in networking , data communications, or related fields or education and experience equivalent to four years of experience.	
Functional Responsibility: Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Prepares all instruction materials (course outlines, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshop, and seminars. Provides supervision and direction to staff.	
Minimum Education: Bachelors degree or equivalent experience and/or education in network training.	

Commercial Job Title:	
	JR. AUDIO VISUAL TECHNICIAN - IMCAVTECH00
Minimum/General Experience: One year of minimum experience in network engineering field or education and experience equivalent to one year of experience.	
Functional Responsibility: Performs audio visual tasks of an advanced nature but of limited scope, involving conventional and established procedures with minimal technical or administrative supervision. Participates in audio visual projects and implementations involving the extension and application of advanced engineering and audio visual principles and concepts. Capable of cabling design implementation. Performs work which may include a variety of complex features and requires multi or interdisciplinary approaches. Conducts advanced and state-of-the-art assignments under general supervision. Provides technical information for, and final technical editing of, all documents and proposals. Provides diagnosis of, and resolution for, networking and engineering problems.	
Minimum Education: Has, or is in process of obtaining, Certification in one or more of the Audio visual systems currently available.	

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Commercial Job Title:	
	AUDIO VISUAL TECHNICIAN - IMCAVTECH01
Minimum/General Experience: 5 years of minimum experience in network engineering field or education and experience equivalent to one year of experience.	
Functional Responsibility: Independently performs audio visual tasks of an advanced nature but of limited scope, involving conventional and established procedures with minimal technical or administrative supervision. Participates in audio visual projects and implementations involving the extension and application of advanced engineering and audio visual principles and concepts. Capable of cabling design implementation. Performs work which may include a variety of complex features and requires multi or interdisciplinary approaches. Conducts advanced and state-of-the-art assignments under general supervision. Provides technical information for, and final technical editing of, all documents and proposals. Provides diagnosis of, and resolution for, networking and engineering problems.	
Minimum Education: Has, or is in process of obtaining, Certification in one or more of the Audio visual systems currently available.	

Commercial Job Title:	
	SR. AUDIO VISUAL TECHNICIAN - IMCAVTECH02
Minimum/General Experience: 8 years of minimum experience in audio visual field or education and experience equivalent to one year of experience.	
Functional Responsibility: Participates in audio visual projects and network implementations involving the extension and application of highly advanced engineering and networking principals and concepts. Capable of networking design implementation. Performs work that may include a variety of complex features and requires multi- or interdisciplinary approaches. Conducts advanced and state-of-the-art assignments under general supervision. Provides technical information for, and final technical editing of, all documents and proposals. Provides diagnosis of and resolutions for, complex video/ audio and engineering problems.	
Minimum Education: High School degree required.	

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Commercial Job Title:	
	JR. SYSTEM ENGINEER – IMCSE00
Minimum/General Experience:	
Three (3) years of technical experience involved in providing total systems overview consultation to provide the client with the most practical and technically sound products and solutions available. Systems include integration of software, hardware, networks, subsystems, peripheral components, and interfaces.	
Functional Responsibility:	
Independently accomplish complex requirements. Assesses complex problems and investigates, develops, appraises, selects, and presents solutions. Initiates concept development and trade-off studies. Interfaces extensively with customers, employees, and managers. Devises tests to use in evaluating, debugging and checking of equipment and systems for accurate and dependable conformance to specifications. Responsible for researching, planning and overseeing the implementation of complex systems level design concepts and equipment to include interfacing. Provides guidance to less experienced systems engineers. Performs complex assignments with little guidance.	
Minimum Education:	
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical or business discipline.	

Commercial Job Title:	
	SYSTEM ENGINEER – IMCSE01
Minimum/General Experience:	
Six (6) years of technical experience involved in providing total systems overview consultation to provide the client with the most practical and technically sound products and solutions available. Systems include integration of software, hardware, networks, subsystems, peripheral components, and interfaces.	
Functional Responsibility:	
Senior-level professional; able to independently accomplish complex requirements. Assesses complex problems and investigates, develops, appraises, selects, and presents solutions. Initiates concept development and trade-off studies. Interfaces extensively with customers, employees, and managers. Devises tests to use in evaluating, debugging and checking of equipment and systems for accurate and dependable conformance to specifications. Responsible for researching, planning and overseeing the implementation of complex systems level design concepts and equipment to include interfacing. Provides guidance to less experienced systems engineers. Performs complex assignments with little guidance.	
Minimum Education:	
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical or business discipline.	

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Commercial Job Title:	
	SR. SYSTEM ENGINEER – IMCSE02
Minimum/General Experience: Eight (8) years of technical experience involved in providing total systems overview consultation to provide the client with the most practical and technically sound products and solutions available. Systems include integration of software, hardware, networks, subsystems, peripheral components, and interfaces.	
Functional Responsibility: Considered an expert in one or more disciplines or systems. Conceptualizes broad requirements of system and translates into plans for design, development and implementation. Consults with customers at the highest levels to recommend systems solutions. Researches new technologies and presents new concepts as a systems expert. Has full technical knowledge of all phases of systems design. Resolves highly complex systems problems. Provides high level expertise in writing technical proposals. Provides guidance and direction in all aspects of major projects. Performs highly complex responsibilities with considerable latitude.	
Minimum Education: Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical or business discipline.	

Commercial Job Title:	
	JR. SUBJECT MATTER EXPERT – IMCSME00
Minimum/General Experience: Minimum of eight years (8) of experience in an area of specialization associated with the requirement. Experience with Government or industry standards, processes, procedures, methodologies, or tools that support analysis as relative to the requirement.	
Functional Responsibility: Provides minimally supervised support for difficult analysis and evaluation assignments. Has the ability to provide analysis and consulting to management level personnel. Performs analysis and evaluation of existing or proposed processes, applications, systems, or software. Performs, and/or may direct, project planning, scope, control, management, tracking, or review. May perform functional requirements gathering for projects. Performs analysis and evaluation throughout the process, application, system, or software development life-cycle which includes, but is not limited to: planning, requirements, design, acquisition, development, integration, installation/deployment, performance tuning, testing, or training. Performs, or may direct, document development/preparation at various stages of a project life-cycle (e.g., planning through implementation) to detail analysis results and solution recommendations. Facilitates meetings such as joint application development (JAD) sessions to support the analysis process. Serves as a liaison between functional and technical specialists. Assists with testing to support the project life-cycle, as applicable. Uses methodologies, modeling/estimating techniques, tools, applications, systems, software, or databases at advanced levels to perform assigned tasks. Has the ability to perform strategic consulting initiatives as well as cost-benefit analysis and business/technology alignment. Ability to use experience in a certain subject area to provide strategic business consulting. Ensures compliance with, and/or may develop, the standards and organization requirements relative to specific assignments. Provides staff supervision or management.	
Minimum Education: Bachelor’s degree in Computer Science, Engineering, or a related field.	

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Commercial Job Title:	<p style="text-align: center;">SUBJECT MATTER EXPERT – IMCSME01</p>
<p>Minimum/General Experience: Minimum of twelve years (12) of experience in an area of specialization associated with the requirement. Experience with Government or industry standards, processes, procedures, methodologies, or tools that support analysis as relative to the requirement.</p>	
<p>Functional Responsibility: Provides minimally supervised support for difficult analysis and evaluation assignments. Has the ability to provide analysis and consulting to management level personnel. Performs analysis and evaluation of existing or proposed processes, applications, systems, or software. Performs, and/or may direct, project planning, scope, control, management, tracking, or review. May perform functional requirements gathering for projects. Performs analysis and evaluation throughout the process, application, system, or software development life-cycle which includes, but is not limited to: planning, requirements, design, acquisition, development, integration, installation/deployment, performance tuning, testing, or training. Performs, or may direct, document development/preparation at various stages of a project life-cycle (e.g., planning through implementation) to detail analysis results and solution recommendations. Facilitates meetings such as joint application development (JAD) sessions to support the analysis process. Serves as a liaison between functional and technical specialists. Assists with testing to support the project life-cycle, as applicable. Uses methodologies, modeling/estimating techniques, tools, applications, systems, software, or databases at advanced levels to perform assigned tasks. Has the ability to perform strategic consulting initiatives as well as cost-benefit analysis and business/technology alignment. Ability to use experience in a certain subject area to provide strategic business consulting. Ensures compliance with, and/or may develop, the standards and organization requirements relative to specific assignments. Provides staff supervision or management.</p>	
<p>Minimum Education: Bachelor’s degree in Computer Science, Engineering, or a related field.</p>	

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Commercial Job Title:	<div style="background-color: #cccccc; text-align: center; padding: 5px;">SR. SUBJECT MATTER EXPERT- IMCSME02</div>
Minimum/General Experience: Minimum of fifteen years (15) of experience in an area of specialization associated with the requirement. Experience with Government or industry standards, processes, procedures, methodologies, or tools that support analysis as relative to the requirement.	
Functional Responsibility: Provides minimally supervised support for difficult analysis and evaluation assignments. Has the ability to provide analysis and consulting to management level personnel. Performs analysis and evaluation of existing or proposed processes, applications, systems, or software. Performs, and/or may direct, project planning, scope, control, management, tracking, or review. May perform functional requirements gathering for projects. Performs analysis and evaluation throughout the process, application, system, or software development life-cycle which includes, but is not limited to: planning, requirements, design, acquisition, development, integration, installation/deployment, performance tuning, testing, or training. Performs, or may direct, document development/preparation at various stages of a project life-cycle (e.g., planning through implementation) to detail analysis results and solution recommendations. Facilitates meetings such as joint application development (JAD) sessions to support the analysis process. Serves as a liaison between functional and technical specialists. Assists with testing to support the project life-cycle, as applicable. Uses methodologies, modeling/estimating techniques, tools, applications, systems, software, or databases at advanced levels to perform assigned tasks. Has the ability to perform strategic consulting initiatives as well as cost-benefit analysis and business/technology alignment. Ability to use experience in a certain subject area to provide strategic business consulting. Ensures compliance with, and/or may develop, the standards and organization requirements relative to specific assignments. Provides staff supervision or management. May provide leadership to large teams of functional or technical personnel.	
Minimum Education: Bachelor’s degree in Computer Science, Engineering, or a related field.	

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Commercial Job Title:	
	JR. NETWORK ADMINISTRATOR – IMCND00
Minimum/General Experience:	
Three (3) years of technical or functional experience involved with installation, maintenance, advanced trouble shooting and administration of existing network systems. Includes local and wide area networks, data, voice, and telecommunications. Examples of disciplines: Network Systems Administration, Telecommunications Systems Administration, Network Security Administration, and Communications Systems Administration.	
Functional Responsibility:	
Sets up network security standards. Participates in major network installations and upgrades. Trouble shoots moderately complex network problems. Develops and implements testing strategies and documents results. Works under minimal supervision and independently performs duties of moderate complexity.	
Minimum Education:	
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical discipline.	

Commercial Job Title:	
	NETWORK ADMINISTRATOR – IMCND01
Minimum/General Experience:	
Six (6) years of technical or functional experience involved with installation, maintenance, advanced trouble shooting and administration of existing network systems. Includes local and wide area networks, data, voice, and telecommunications. Examples of disciplines: Network Systems Administration, Telecommunications Systems Administration, Network Security Administration, and Communications Systems Administration.	
Functional Responsibility:	
Trains end-users and responds to user inquires. Sets up network security standards. Participates in major network installations and upgrades. Trouble shoots moderately complex network problems. Interfaces with vendors to ensure appropriate resolution during network outages or periods of reduced performance. Develops and implements testing strategies and documents results. Acts as customer liaison. Works under minimal supervision and independently performs duties of moderate complexity.	
Minimum Education:	
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical discipline.	

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Commercial Job Title:	
	SR. NETWORK ADMINISTRATOR – IMCND02
Minimum/General Experience:	
Eight (8) years of technical or functional experience involved with installation, maintenance, advanced trouble shooting and administration of existing network systems. Includes local and wide area networks, data, voice, and telecommunications. Examples of disciplines: Network Systems Administration, Telecommunications Systems Administration, Network Security Administration, and Communications Systems Administration	
Functional Responsibility:	
Resolves complex network problems. Addresses network security issues. Interfaces with all client levels. Presents recommendations on network interfaces and configurations. Participates in and may lead aspects of major network installations and upgrades. Works with vendors and network analysts as appropriate to resolve unusually complex network problems. Provides guidance to less experienced network administrators. Performs complex assignments with little guidance.	
Minimum Education:	
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical discipline. Certified Network Administrator or other certification may be required.	

Commercial Job Title:	
	JR. INFRASTRUCTURE ARCHITECT – IMCIA00
Minimum/General Experience:	
Three (3) years of technical or functional experience in designing or implementing an enterprise; network, or systems architecture. Areas of expertise could include Software as a Service (SaaS), Infrastructure as a Service (IaaS), Cloud Computing, Infrastructure Virtualization, or Data Center Consolidation. Possesses definitive expertise and knowledge of specific methodologies, tools, middleware, process designs, or data management techniques that are deployed.	
Functional Responsibility:	
Actively monitors market trends and assists the client in defining a set of technical standards that define the infrastructure architecture. Advises on selection of products based on the definition of standards within the architecture with regards to processing, data storage, data access, and applications development. Advises on potential future projects to management. Provides guidance to others. Performs highly complex responsibilities with considerable latitude. Interprets company initiatives and client requirements.	
Minimum Education:	
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical or business discipline.	

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Commercial Job Title:	
	INFRASTRUCTURE ARCHITECT – IMCIA01
Minimum/General Experience:	
Six (6) years of technical or functional experience in designing or implementing an enterprise; network, or systems architecture. Areas of expertise could include Software as a Service (SaaS), Infrastructure as a Service (IaaS), Cloud Computing, Infrastructure Virtualization, or Data Center Consolidation. Possesses definitive expertise and knowledge of specific methodologies, tools, middleware, process designs, or data management techniques that are deployed.	
Functional Responsibility:	
Top level technical or functional expert responsible for monitoring key technologies and technical standards. May work across organizations on many projects. Works to define standards in the context of the developed principles and meets with key vendors and services providers to monitor standards and directions. Actively monitors market trends and assists the client in defining a set of technical standards that define the infrastructure architecture. Advises on selection of products based on the definition of standards within the architecture with regards to processing, data storage, data access, and applications development. Advises on potential future projects to management. Provides guidance to others. Performs highly complex responsibilities with considerable latitude. Interprets company initiatives and client requirements.	
Minimum Education:	
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical or business discipline.	

Commercial Job Title:	
	SR. INFRASTRUCTURE ARCHITECT – IMCIA02
Minimum/General Experience:	
Ten (10) years of technical or functional experience in designing or implementing an enterprise; network, or systems architecture. Areas of expertise could include Software as a Service (SaaS), Infrastructure as a Service (IaaS), Cloud Computing, Infrastructure Virtualization, or Data Center Consolidation. Possesses definitive expertise and knowledge of specific methodologies, tools, middleware, process designs, or data management techniques that are deployed.	
Functional Responsibility:	
Top level technical or functional expert in leading activities surrounding the technical design of initiatives that solve specific business needs. Works to define standards in the context of the developed principles and meets with key vendors and services providers to monitor standards and directions. Actively monitors market trends and assists the client in defining a set of technical standards that define the infrastructure architecture. Specializes in component-based architecture and reuse. Defines and recommends initiative blueprints, and validates infrastructure architectures, to ensure that they leverage the deployment of technologies that are proven, stable, interoperable, portable, secure, and scalable. Establishes linkages between agency infrastructure architectures and Federal standards for infrastructure architecture to ensure that components, best practices, and lessons learned are leveraged both within Agencies and across the Federal Government. Performs highly complex responsibilities with considerable latitude. Interprets company initiatives and client requirements.	
Minimum Education:	
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical or business discipline. Relevant professional certification may be required.	

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Commercial Job Title:	<p style="text-align: center;">PROGRAM MANAGER – IMCPGM01</p>
<p>Minimum/General Experience: Must have 12 years of IT experience, including at least 8 years of IT and/or telecommunications system management experience.</p> <p>Specialized Experience:At least 8 years of direct supervision of IT software development, integration, maintenance projects, and/or telecommunications systems. Must be capable of leading projects that involve the successful management of teams composed of data processing and other information management professionals who have been involved in analysis, design, integration, testing, documenting, converting, extending, and implementing automated information and/or telecommunications systems.</p>	
<p>Functional Responsibility: Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities.</p>	
<p>Minimum Education: B.A. or B.S. degree</p>	

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Commercial Job Title:	
	SR. COMPUTER SOFTWARE/INTEGRATION ANALYST – IMCCSIA02
Minimum/General Experience: Must have 8 years of progressive working experience as a computer specialist or a computer systems analyst.	
Specialized Experience: At least 5 years of experience as a computer systems analyst.	
Functional Responsibility: Must be knowledgeable in implementing computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing. Must be knowledgeable in performing requirements analysis for a wide range of users in areas of office automation and finance and accounting. Must be able to present system designs for user approval at formal reviews. Must be capable of performing configuration management, integrating software, interpreting software test results, and recommending solutions for unsatisfactory test results. Must be knowledgeable in life-cycle support, including maintenance, administration, and management. Must be able to provide solutions to identified software problem reports.	
Minimum Education: Education: B.A. or B.S. degree	

Commercial Job Title:	
	JR. COMPUTER SPECIALIST – IMCCS00
Minimum/General Experience: Must have 3 years of computer experience in at least two of the following disciplines: system analysis, system programming, application programming, and equipment analysis.	
Specialized Experience: At least 1 year of experience in evaluating state-of-the-art computer hardware and software and its ability to support specific requirements.	
Functional Responsibility: Participates in the evaluation of state-of-the-art computer hardware and software and assessment of its ability to support specific requirements and to interface with other equipment and systems; determines potential and actual bottlenecks and proposes recommendations for their elimination; and makes recommendations for system improvements that will result in optimization of development and/or maintenance efforts.	
Minimum Education: B.A. or B.S. degree or 3 years of equivalent experience in a related field.	

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Commercial Job Title:	<p style="text-align: center;">COMPUTER SPECIALIST – IMCCS01</p>
<p>Minimum/General Experience: Must have 5 years of computer experience in at least two of the following disciplines: system analysis, system programming, application programming, and equipment analysis.</p> <p>Specialized Experience: At least 3 years of experience either as a computer hardware and/or systems software specialist or as a systems analyst with duties relating to the evaluation of third- and fourth-generation or state-of-the-art computer hardware and software and its ability to support specific requirements for system management or large-scale system development and maintenance.</p>	
<p>Functional Responsibility: Must be able to determine costs for converting computer systems from one language or machine to another by utilizing compilers, simulators, emulators, and/or language translators and to recommend better utilization of operating systems capabilities for improving system efficiency. Must be able to develop, manage, maintain, and evaluate state-of-the-art computer hardware, software, and software development tools; evaluate their ability to support specific requirements and interface with other equipment and systems; determine potential and actual bottlenecks and propose recommendations for their elimination; and make recommendations for system improvements that will result in optimal hardware and software use.</p>	
<p>Minimum Education: B.A. or B.S. degree or 3 years of equivalent experience in a related field.</p>	

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Solicitation FCIS-JB-980001B (Refresh # 33)**

Commercial Job Title:	<div style="background-color: #cccccc; text-align: center; padding: 5px;">SR. COMPUTER SPECIALIST – IMCCS02</div>
<p>Minimum/General Experience: Must have 8 years of computer experience in at least two of the following disciplines: system analysis, system programming, application programming, equipment analysis.</p> <p>Specialized Experience:At least 5 years of experience either as a computer hardware or systems software specialist or as a systems analyst with duties relating to the evaluation of third and fourth generation of current state-of-the-art computer hardware and software and its ability to support specific requirements for hardware and software evaluation, system management, or large-scale system development and maintenance.</p>	
<p>Functional Responsibility: Must be able to determine costs for converting computer systems from one language or machine to another by using compilers, simulators, emulators, and/or language translators and to recommend better utilization of operating systems capabilities for improving system efficiency. Develops, manages, maintains, and evaluates current state-of-the-art computer hardware, software, and software development tools; evaluates their ability to support specific requirements and interface with other equipment and systems; determines potential and actual bottlenecks and proposes recommendations for their elimination; and makes recommendations for system improvements that will result in optimal hardware and software use.</p>	
<p>Minimum Education: B.A. or B.S. degree or 3 years of equivalent experience in a related field.</p>	

**Critical Information Specific to Schedule # 70– Information Technology, Software & Services
Solicitation FCIS-JB-980001B (Refresh # 33)**

Commercial Job Title:	<p style="text-align: center;">PRINCIPAL BUSINESS PROCESS REENGINEERING SPECIALIST – IMCBPRS01</p>
<p>Minimum/General Experience: This position requires a minimum of 10 years of experience</p> <p>Specialized Experience: At least 7 years of specialized experience, which may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices, and supervision of Business Process Reengineering Specialist.</p>	
<p>Functional Responsibility: Applies process improvement and reengineering methodologies and principles to conducting process modernization projects. Responsible for effective transitioning of existing project. Responsible for effective transitioning of existing project teams and for facilitating project teams' accomplishment of project activities and objectives. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. Key coordinator among multiple project teams to ensure enterprisewide integration of reengineering efforts. Provides daily supervision and direction to Business Process Reengineering Specialist. This labor category shall be used in support an IT effort.</p>	
<p>Minimum Education: B.A. or B.S. degree.</p>	

**Critical Information Specific to Schedule # 70– Information Technology, Software & Services
Solicitation FCIS-JB-980001B (Refresh # 33)**

Commercial Job Title:	
	SR. BUSINESS PROCESS REENGINEERING SPECIALIST – IMCBPRS02
Minimum/General Experience: Must have a minimum of 8 years of experience.	
Specialized Experience: At least 5 years of specialized experience, which may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices, and supervision of business process reengineers.	
Functional Responsibility: Applies process improvement and reengineering methodologies and principles to conducting process modernization projects. Duties include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and other forms of knowledge transfer. May be under the supervision and direction of a Principal Business Process Reengineering Specialist or may work independently. <i>This labor category is offered only in conjunction with IT Professional labor categories.</i>	
Minimum Education: B.A. or B.S. degree.	

Commercial Job Title:	
	SR. FINANCIAL ANALYST – IMCFA02
Minimum/General Experience: Must have 10 years of financial management experience.	
Specialized Experience: At least 5 years of experience in financial management with demonstrated ability to supervise or lead a team of analysts.	
Functional Responsibility: Serves as a group leader ensuring that a group of analysts are working in concert to automate complex business practices within the time frame specified by the customer and that all of the requirements are met. Must be able to assess products and procedures for compliance with government standards, accounting principles, and multitiered system application standards. Must be able to grasp interrelationships between financial management requirements and automation solutions, considering the current system environment and the potential integration of added systems concurrently or later. Prepares milestone status reports and presentations for colleagues, subordinates, and end user representatives. Coordinates all aspects of complex financial application automation, requesting guidance only in extremely difficult situations. Completes objectives independently within the negotiated budget. <i>This labor category is offered only in conjunction with IT Professional labor categories.</i>	
Minimum Education: B.A. or B.S. degree	

**Critical Information Specific to Schedule # 70– Information Technology, Software & Services
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Commercial Job Title:	
	Jr. VoIP Engineer – IMCVE00
Minimum/General Experience: Three (3) years of technical or functional experience involved with installation, maintenance, advanced trouble shooting and administration of existing network systems. Includes local and wide area networks, data, voice, and telecommunications. Examples of disciplines: Network Systems Administration, Voice over IP Systems Administration, Network Security Administration, and Communications Systems Administration.	
Functional Responsibility: Sets up network security standards. Participates in major network installations and upgrades. Trouble shoots moderately complex network and voip problems. Interfaces with vendors to ensure appropriate resolution during network outages or periods of reduced performance.	
Minimum Education: B.A. or B.S. degree or 3 years of equivalent experience in a related field.	

Commercial Job Title:	
	VoIP Engineer – IMCVE01
Minimum/General Experience: Six (6) years of technical or functional experience involved with installation, maintenance, advanced trouble shooting and administration of existing network systems. Includes local and wide area networks, data, voice, and telecommunications. Examples of disciplines: Network Systems Administration, Voice over IP Systems Administration, Network Security Administration, and Communications Systems Administration.	
Functional Responsibility: Trains end-users and responds to user inquires. Sets up network security standards. Participates in major network installations and upgrades. Trouble shoots moderately complex network problems. Interfaces with vendors to ensure appropriate resolution during network outages or periods of reduced performance. Develops and implements testing strategies and documents results. Acts as customer liaison. Works under minimal supervision and independently performs duties of moderate complexity.	
Minimum Education: Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical discipline.	

**Critical Information Specific to Schedule # 70– Information Technology, Software & Services
Solicitation FCIS-JB-980001B (Refresh # 33)**

Commercial Job Title:	
	Sr. VoIP Engineer – IMCVE02
Minimum/General Experience: Eight (8) years of technical or functional experience involved with installation, maintenance, advanced trouble shooting and administration of existing network systems. Includes local and wide area networks, data, voice, and telecommunications. Examples of disciplines: Network Systems Administration, Voice over IP Systems Administration, Network Security Administration, and Communications Systems Administration.	
Functional Responsibility: Resolves complex network problems. Addresses network security issues. Interfaces with all client levels. Presents recommendations on network interfaces and configurations. Participates in and lead aspects of major VoIP installations and upgrades. Works with vendors and network analysts as appropriate to resolve unusually complex network problems. Provides guidance to less experienced network administrators. Performs complex assignments with little guidance.	
Minimum Education: Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical discipline.	

Commercial Job Title:	
	Unified Communication Engineer – IMCUC01
Minimum/General Experience: Six (6) years of engineering experience with Data Center technologies with a strong background with unified communication, virtualization and storage technologies or functional experience involved with installation, maintenance, advanced trouble shooting and administration of existing communication technologies. Includes local and wide area networks, data, voice, and telecommunications. Examples of disciplines: Call Manager Systems Administration, Avaya Systems Administration, Network Security Administration, and Communications Systems Administration.	
Functional Responsibility: Trains end-users and responds to user inquiries. Sets up network security standards. Participates in major network installations and upgrades. Troubleshoots moderately complex problems. Interfaces with vendors to ensure appropriate resolution during outages or periods of reduced performance. Develops and implements testing strategies and documents results. Acts as customer liaison. Works under minimal supervision and independently performs duties of moderate complexity.	
Minimum Education: Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or a related field or equivalent experience in a technical discipline.	

LABOR CATEGORY SUBSTITUTIONS INFORMATION

Immersive’s labor categories provide for substituting experience for minimum education requirements and substituting educational degrees for years of experience.

GENERAL SUBSTITUTIONS

The table below presents the general substitutions based on the education and experience of the labor categories in the Pricelist. Experience should be professional and job related, however it does not have to be specific to the project to be accomplished. However, if a degree is used in place of experience, the degree should be related to the project or task. These substitutions are applicable for all Immersive labor categories.

Degree	Degree and Experience Substitution	Related Experience Substitution
Associates'	3 Years	3 Years
Bachelor's	Associates' + 3 Years	6 Years
Master's	Bachelor's + 3 Years	9 Years
Doctorate	Master's + 3 Years	12 Years

In lieu of the required degree or experience, candidates with special qualifications may be considered on a case by case basis by the ordering agency.

Technical or industry standard certification such as Cisco Certified Network Associate (CCNA), Cisco Certified, Design Associate (CCDA), Cisco Certified Network Professional (CCNP), Cisco Certified Internetwork Expert, (CCIE), Cisco Certified Design Professional (CCDP), Microsoft Certified Systems Engineer (MCSE), Microsoft Certified Solution Developer (MCSA), Microsoft Certified Database Administrator (MCDBA), etc., may be substituted for degree and/or experience requirements.

IMMERSIVE CONCEPTS, LLC
GSA LABOR RATES / PRICE LIST

Item #	Immersive Concepts LLC- Labor Categories	Special Identification Number (SINs)	Contractor Site Rates (includes IFF)
1	Jr. Project Manger	132-51	131.98
2	Project Manger	132-51	150.12
3	Sr. Project Manger	132-51	168.25
4	Jr. Technician	132-51	57.43
5	Technician	132-51	63.47
6	Sr. Technician	132-51	78.59
7	Jr. Telecommunication System Engineer	132-51	45.34
8	Telecommunication System Engineer	132-51	58.44
9	Sr. Telecommication System Engineer	132-51	68.51
10	Jr. Training Specialist	132-51	103.77
11	Training Specialist	132-51	117.88
12	Sr. Training Specialist	132-51	131.98
13	Jr. Audio Visual Technician	132-51	88.56
14	Audio Visual Technician	132-51	107.75
15	Sr. Audio Visual Technician	132-51	126.95
16	Jr. System Engineer	132-51	104.78
17	System Engineer	132-51	145.08
18	Sr. System Engineer	132-51	188.40
19	Jr. Subject Matter Expert	132-51	197.47
20	Subject Matter Expert	132-51	229.71
21	Sr. Subject Matter Expert	132-51	261.95
22	Jr. Network Administrator	132-51	88.56
23	Network Administrator	132-51	90.57
24	Sr. Network Administrator	132-51	106.80

**Critical Information Specific to Schedule # 70– Information Technology, Software & Services
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25	Jr. Infrastructure Architect	132-51	126.95
26	Infrastructure Architect	132-51	132.99
27	Sr. Infrastructure Architect	132-51	151.13
28	Program Manger	132-51	188.40
29	Sr. Computer Software/Integration Analyst	132-51	125.94
30	Jr. Computer Specialist	132-51	88.66
31	Computer Specialist	132-51	108.81
32	Sr. Computer Specialist	132-51	131.98
33	Sr. Business Process Reengineering Specialist	132-51	231.73
34	Principal Business Process Reengineering Specialist	132-51	261.95
35	Sr. Financial Analyst	132-51	141.05
36	Jr. VoIP Engineer	132-51	60.45
37	VoIP Engineer	132-51	95.71
38	Sr. VoIP Engineer	132-51	141.05
39	Unified Communication Engineer	132-51	128.96

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

PREAMBLE

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

COMMITMENT

- To actively seek and partner with small businesses.
- To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.
- To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.
- To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.
- To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.
- To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.
- To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

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

Kevin Roberts
COO
Immersive Concept, LLC
7411 Riggs Road, Suite 104
Adelphi, MD 20783
Office/Fax: (855) 513-8500
mobile: (240) 394-0509

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity

Date

Contractor

Date

BPA NUMBER _____

(CUSTOMER NAME)

BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

- (2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____

- (3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.
- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
 - (a) Name of Contractor;
 - (b) Contract Number;
 - (c) BPA Number;
 - (d) Model Number or National Stock Number (NSN);
 - (e) Purchase Order Number;
 - (f) Date of Purchase;
 - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

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

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

Here is a general outline on how it works:

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