



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

**Contract Number GS-35F-0343Y**

Special Item No. 132-51 Information Technology Professional Services

Special Item No. 132-60F Identity and Access Management Professional Services

Special Item No. 132-62 HSPD-12 Product and Service Components

Note: 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.

**SPECIAL ITEM NUMBER 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 Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
- FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

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

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

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

**SPECIAL ITEM NUMBER 132-60F IDENTITY AND ACCESS MANAGEMENT PROFESSIONAL SERVICES - SUBJECT TO COOPERATIVE PURCHASING.** Supports planning, risk assessment,

deployment, implementation and integration of Identity and Access Management (IAM) with customer agency applications, both certificate-based and non-certificate-based. (FPDS D399)

**SPECIAL ITEM NUMBER 132-62 HSPD-12 PRODUCT AND SERVICE COMPONENTS (FPDS D399)**

**Personal Identity Verification (PIV) Credentials and Services.** This facilitates trusted physical and electronic access to government facilities and networks using smart card technology. PIV Credentials and Services is a key enabler of identity assurance for access control and protects Federal facilities and information systems from unauthorized access, interception, and tampering.



**BruckEdwards, Inc.  
530B Huntmar Park Drive  
Suite G  
Herndon, VA 20170**

**Telephone Number: 703-286-5311 x101**

**Fax Number: 703-286-5312**

**DUNS Number: 192532138**

**[www.bruckedwards.com](http://www.bruckedwards.com)**

**Email: [Steve.Bruck@BruckEdwards.com](mailto:Steve.Bruck@BruckEdwards.com)**

**Contract Number: GS-35F-0343Y  
Period Covered by Contract: April 13, 2012— April 12, 2017  
General Services Administration  
Federal Acquisition Service**

Pricelist current through Modification No.: CM-A518 (Refresh 37) dated 04/25/16

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).

**TABLE OF CONTENTS**

**INFORMATION FOR ORDERING ACTIVITIES.....5**

**TERMS AND CONDITIONS APPLICABLE TO SPECIAL ITEM NUMBER 132-51 & 132-60F.....13**

**DESCRIPTION OF IT LABOR CATEGORIES .....16**

**TERMS AND CONDITIONS APPLICABLE TO SPECIAL ITEM NUMBER 132-62 .....23**

**BRUCKEDWARDS, INC. PRICELIST.....27**

**U.S. COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION.....28**

**SAMPLE FORMAT BPA AGREEMENT.....30**

**BASIC GUIDELINES FOR USING CONTRACTOR TEAMING ARRANGEMENTS.....32**

## **INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS**

### **SPECIAL NOTICE TO AGENCIES: Small Business Participation**

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

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

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

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

### **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:**

#### **ORDERING AND PAYMENT ADDRESS:**

**BruckEdwards, Inc.**  
**530B Huntmar Park Drive**  
**Suite G**  
**Herndon, VA 20170**

**Telephone Number: 703-286-5311 x101**

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar

amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). 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:

**Telephone Number: 703-286-5311 x101**

### 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. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule Contract  
 Block 16: Data Universal Numbering System (DUNS) Number: **192532138**  
 Block 30: Type of Contractor: **(B) Small Business**  
 Block 31: Woman-Owned Small Business - **No**  
 Block 37: Contractor's Taxpayer Identification Number (TIN): **34-2041648**  
 Block 40: Veteran Owned Small Business (VOSB): **No**

4a. CAGE Code: **37XL2**

4b. Contractor has/has not 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)
<b>132-51</b>	<b>30 days ARO</b>
<b>132-60F</b>	<b>30 days ARO</b>
<b>132-62</b>	<b>30 days ARO</b>

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.

c. i. SIN 132-54 and SIN 132-55, ACCELERATED SERVICE DELIVERY (7 calendar days or less): the time required for COMSATCOM services to be available after order award. Under Accelerated Service Task Orders, service acceptance testing, unless otherwise required by the satellite provider or host nation, shall be deferred until Ordering Activity operations permit.

ii. SIN 132-54 and SIN 132-55, TIME-CRITICAL DELIVERY (4 hours or less): the time required for COMSATCOM services to be available after order award. Under Time-Critical Task Orders, service acceptance testing unless otherwise required by the satellite provider or host nation shall be deferred until Ordering Activity operations permit. Time-Critical Delivery shall be predicated on the availability of COMSATCOM transponded capacity (contracted bandwidth and power, pre-arranged Host Nation Agreements, frequency clearance) or COMSATCOM subscription services (bandwidth, terminals, network resources, etc.).

iii. For SIN 132-54 and SIN 132-55, EXTENDED SERVICE DELIVERY TIMES: the time required under extenuating circumstances for COMSATCOM services to be available after order award. Such extenuating circumstances may include extended time required for host nation agreements or landing rights, or other time intensive service delivery requirements as defined in the individual requirement. Any such extended delivery times will be negotiated between the Ordering Activity and Contractor.

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

- a. Prompt Payment: **0.05% NET 20**
- b. Quantity: **No Discount**
- c. Dollar Volume: **Additional 1% for orders \$500,000 and over**
- d. Government Educational Institutions: **Government Educational Institutions are offered the same discounts as all other government customers.**
- e. Other: **No Discounts**

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**.

11. **MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)**

a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 132-51 - Information Technology Professional Services

b. The Maximum Order value for the following Special Item Numbers (SINs) is \$1,000,000:

Special Item Number 132-60A-F – Access Certificates for Electronic Services (ACES) Program

c. The Maximum Order value for the following Special Item Numbers (SINs) is \$1,000,000:

Special Item Number 132-62 – HSPD-12 Product and Service Components

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 Acquisition 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 2003)**

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

**15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:** Any ordering 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 52.212-4)

## **16. GSA ADVANTAGE!**

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

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

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.gsaadvantage.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. 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.
- c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

## **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:

### **Not applicable**

---

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 or 132-9.

## 23. SECTION 508 COMPLIANCE.

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

Yes  \_\_\_\_\_

No  \_\_\_\_\_

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL):

**[www.bruckedwards.com](http://www.bruckedwards.com)**

The EIT standard can be found at: [www.Section508.gov/](http://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) AND IDENTITY  
ACCESS MANAGEMENT PROFESSIONAL SERVICES  
(SPECIAL ITEM NUMBER 132-60F)**

**\*\*\*\*NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.**

**1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM Professional 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.
- 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/IAM 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 (Dec 2007) 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/IAM Professional Services.

## **9. INDEPENDENT CONTRACTOR**

All IT/IAM Professional 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/IAM Professional 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 PROFESSIONAL SERVICES AND PRICING**

#### **Labor Category Descriptions**

#### **1. Title: PROJECT MANAGER**

##### ***Functional Responsibility***

Responsible for defining, staffing, coordinating, and managing one or multiple projects to ensure the delivery of a high quality information technology (IT) solution. Serves as the primary point of contact for all project personnel and customer interaction. Must work across the business—strategic planning, requirements analysis, relationship management, quality assurance and testing, systems analysis, solution development and integration, operations and maintenance and technical writing teams to deliver quality IT solutions. Develops project management artifacts (charters, plans, and schedules), coordinates and facilitates project meetings (planning, status and solution delivery), and manages project resources in all phases of the IT lifecycle. Works with the project business owner to oversee solution delivery performance, ensure delivery quality and report delivery schedule, cost, and execution performance. Reviews project deliverables for quality, completeness, and adherence to design concepts and stakeholder requirements.

##### ***Minimum General Experience***

Eight (8) years of progressive experience managing and supporting multi-dimensional project teams to deliver complex information technology solutions. Demonstrates the ability to manage projects that are similar in scope and complexity to the identified project requirement. Experience must include the management and control of projects including budget, contract, schedule, and human resources management. Requires experience and proficiency in managing project resources, problem-solving, quality assurance, risk management and both written and verbal communication skills.

##### ***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

#### **2. Title: SUBJECT MATTER EXPERT III**

---

***Functional Responsibility***

Demonstrates expert knowledge specific to the pertinent subject matter. Manages large and/or complex teams, provides strategic functional and empirical analysis related to the design, development, integration, implementation and/or operation of IT solutions. Provides expert advice and/or applies leading processes, technologies, scientific principles, theories and concepts in support of IT solution delivery. Manages and/or performs expert research, analysis, integration and design of computer systems and software in support of IT solution strategy, enhancement and/or delivery. Makes strategic/expert recommendations as an expert in the IT arena. Manages and/or develops information which extends knowledge in a given field which may form the basis for newly developed processes, concepts, theories, methods, approaches, services and/or products. May act independently or as technical authority to lead the identification and resolution of issues associated with the architecture, design, development, implementation and operation of complex IT solutions and/or programs. Reviews work of project team to ensure the effectiveness of results obtained.

***Minimum General Experience***

Twelve (12) years of progressive experience and expertise in one or more technologies, methodologies or specific technical platforms supporting multi-dimensional project teams to analyze and deliver complex IT solutions. Requires experience and proficiency in problem-solving, quality assurance, risk management and both written and verbal communication skills.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

**3. Title:** [SUBJECT MATTER EXPERT II](#)

***Functional Responsibility***

Demonstrates an advanced degree of knowledge specific to the pertinent subject matter. Leads and/or provides functional and empirical analysis related to the design, development, integration, implementation and/or operation of IT solutions. Advises and/or applies advanced processes, technologies, scientific principles, theories and concepts in support of IT solution delivery. Reviews and/or performs research, analysis, integration and design of computer systems and software in support of IT solution strategy, enhancement and/or delivery. Makes advanced recommendations as an advanced knowledge resource leader in the IT arena. Develops information which extends knowledge in a given field which may form the basis for newly developed processes, concepts, theories, methods, approaches, services and/or products. May act independently or as technical lead of team to identify and resolve issues associated with the architecture, design, development, implementation and/or operation of complex IT solutions and/or programs.

***Minimum General Experience***

Ten (10) years of progressive experience and expertise in one or more technologies, methodologies or specific technical platforms supporting multi-dimensional project teams to analyze and deliver complex information technology solutions. Requires experience and proficiency in problem-solving, quality assurance, risk management and both written and verbal communication skills.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

---

#### 4. Title: SUBJECT MATTER EXPERT I

##### ***Functional Responsibility***

Demonstrates a high degree of knowledge specific to the pertinent subject matter. Provides functional and empirical analysis related to the design, development, integration, implementation and/or operation of IT solutions. Advises and/or applies leading processes, technologies, and principles, in support of IT solution delivery. Performs advanced research, analysis, integration and design of computer systems and software in support of IT solution strategy, enhancement and/or delivery. Makes recommendations as a highly knowledgeable resource in the IT arena. Capable of acting independently or as part of technical team to identify and resolve issues associated with the architecture, design, development, implementation and operation of complex IT solutions and/or programs.

##### ***Minimum General Experience***

Eight (8) years of progressive experience and expertise in one or more technologies, methodologies or specific technical platforms supporting multi-dimensional project teams to analyze and deliver complex information technology solutions. Requires experience and proficiency in problem-solving, quality assurance, risk management and both written and verbal communication skills.

##### ***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

#### 5. Title: IT ARCHITECT II

##### ***Functional Responsibility***

Establishes system information requirements using analysis of business, data, application and technology drivers in the development of enterprise wide information systems. Applies architecture principles, standards, trends in technology and industry best practices. Designs architecture to include hardware, software and communications to support the total requirements as well as provide for present and future cross functional requirements and interface enhancements. As appropriate ensures these systems are compatible and in compliant with standards for open system architectures, and profile standards. Evaluates analytically and systematically problems of work flows, organization and planning and develops appropriate corrective action. Identifies and documents business area activities, data, applications, and technologies. Supports the development of enterprise architecture standards, policies, and guidelines. Works with federal management, program offices, and personnel across the organization enterprise. Coordinates the integration of federal, state and/or other agency initiatives and segments into the Enterprise Architecture for the organization. Provides supervision and direction to technical staff. Effective written and oral communication skills and the ability to present technical findings in a clear and concise manner.

##### ***Minimum General Experience***

Eight (8) years of progressive experience and expertise in or more technologies, methodologies or specific technical platforms supporting multi-dimensional project teams to analyze and deliver complex information technology solutions. Knowledge and experience in the Federal Enterprise Architecture Framework (FEA) and strategic planning and implementations. Requires experience and proficiency in analysis, design, coordination, problem-solving, quality assurance, risk management and both written and verbal communication skills.

##### ***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

---

6. Title: [IT ARCHITECT I](#)

***Functional Responsibility***

Assists in establishing system information requirements using analysis of business, data, application and technology drivers in the development of enterprise wide information systems. Assists in the application of architecture principles, standards, trends in technology and industry best practices. Assists in the IT architecture design to include hardware, software and communications to support the total IT solution requirements as well as provide for present and future cross functional requirements and interface enhancements. Ensures these systems are compatible and in compliant with standards for open system architectures, and profile standards. Assists in evaluating analytically and systematically problems of work flow, organization and planning and supports the development of appropriate corrective action. Assists in the identification and documentation of business area activities, data, applications, and technologies. Supports the development of enterprise architecture standards, policies, and guidelines. Assists with the coordination, integration and compliance of Federal and agency initiatives and segmentation into the Enterprise Architecture of the organization. Effective written and oral communication skills and the ability to present technical findings in a clear and concise manner.

***Minimum General Experience***

Six (6) years of progressive experience and expertise in or more technologies, methodologies or specific technical platforms supporting multi-dimensional project teams to analyze and deliver complex information technology solutions. Knowledge and experience in the Federal Enterprise Architecture Framework (FEA) and strategic planning and implementations. Requires experience and proficiency in analysis, design, coordination, problem-solving, quality assurance, risk management and both written and verbal communication skills.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

7. Title: [IT ENGINEER III](#)

***Functional Responsibility***

Plans the project technical coordination effort, defines and documents the concept of operations (CONOPS) and solution requirements and implements the engineering methodology to meet the solution technical requirements. Responsible for project deliverable development and presentation. Performs technical activities in coordination with other project support groups to facilitate resolution of problems. May perform and/or lead requirements analysis, solution evaluation and analysis, solution design, development, integration and testing, implementation and/or operations and maintenance for solution implementations or systems integration efforts. Communicates effectively with project management in support of overall solution delivery.

***Minimum General Experience***

Seven (7) years of progressive experience in supporting full life-cycle design, development, integration, testing, implementation, and operations and maintenance support. Brings solution evaluation and analysis, process modeling and simulation, business process improvement, and performance measurement expertise to support IT solution development/implementation and/or system integration efforts.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

---

**8. Title: [IT ENGINEER II](#)**

***Functional Responsibility***

Assists in the planning of the project technical coordination effort, defines and documents the concept of operations (CONOPS) solution requirements and implements the engineering methodology to satisfy the technical requirements. Contributes to project deliverable development and presentation to project stakeholders. Performs technical activities in coordination with other project support groups to facilitate resolution of problems. May perform and/or lead the analysis of solution requirements, and/or evaluation of solution alternatives. Contributes to solution design, development, integration, testing, implementation and/or operations of complex solution development, integration or implementation efforts. Communicates effectively with project management in support of overall solution delivery.

***Minimum General Experience***

Five (5) years of progressive experience in supporting full life-cycle design, development, integration and testing, implementation, and operations and maintenance support. An IT Engineer II will bring solution evaluation and analysis, process modeling and simulation, business process improvement, and performance measurement expertise to support IT solution development/implementation and/or system integration efforts.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

**9. Title: [IT ENGINEER I](#)**

***Functional Responsibility***

Assists in defining and documenting the concept of operations (CONOPS), solution requirements and implements the engineering methodology to satisfy the technical requirements. Contributes to project deliverable development and presentation to project stakeholders. Performs technical activities in coordination with other project support groups to facilitate resolution of problems. Contributes to the analysis of solution requirements, and/or the evaluation of solution alternatives. Contributes to the solution design, development, integration, testing, implementation and/or operations for complex solution development, integration or implementation efforts. Communicates effectively with project management in support of overall solution delivery.

***Minimum General Experience***

Three (3) years of progressive experience in supporting full life-cycle design, development, integration and testing, implementation, and operations and maintenance support. An IT Engineer II will bring solution evaluation and analysis, process modeling and simulation, business process improvement, and performance measurement expertise to support IT solution development/implementation and/or system integration efforts.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

---

**10. Title: [IT ANALYST III](#)**

***Functional Responsibility***

Responsible for managing and/or developing technical deliverables to support IT solution implementation and/or integration efforts, and applying advanced analytical and/or technical skills to develop and/or implement IT business solutions. Manages/leads the identification and analysis of business and IT solution requirements in terms of networking, software and hardware to support organizational mission and goals through solution development, integration, implementation and/or operation. Manages other IT Analyst and/or complex analytical efforts as part of a project team to document, analyze, develop, integrate, implement and/or operate IT solution delivery. Capable of acting independently, managing or part of project team.

***Minimum General Experience***

Six (6) years of progressive experience providing information technology solution analysis, development, integration and implementation.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

**11. Title: [IT ANALYST II](#)**

***Functional Responsibility***

Responsible for developing technical deliverables to support IT solution implementation or integration efforts, and applying analytical and/or technical skills to assist in implementing IT business solutions. Identifies and analyzes business and IT solution requirements in terms of networking, software and hardware to support organizational mission and goals through solution development, integration, implementation and/or operation. May review other IT Analysts work and participates as part of a project team to document, analyze, develop, integrate, implement and/or operate IT solution delivery. Capable of acting independently or part of project team.

***Minimum General Experience***

Four (4) years of progressive experience providing information technology solution analysis, development, integration and implementation.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

---

**12. Title: IT ANALYST I**

***Functional Responsibility***

Responsible for assisting with the development of technical deliverables to support IT solution implementation and/or integration efforts, and applying analytical and/or technical skills to assist develop and/or implement IT business solutions. Assists in identifying and analyzing business and IT solution requirements in terms of networking, software and hardware to support organizational mission and goals through solution integration, implementation and operation. Responsible for assisting in the development of technical and project deliverables to support IT solution development, integration, implementation or operation efforts, and applies analytical and technical skills to assist in implementing IT business solutions. Participates as part of a project team to document, analyze, develop, integrate, implement and/or operate IT solution delivery.

***Minimum General Experience***

Zero (0) to two (2) years of progressive experience providing information technology solution analysis, development, integration and implementation.

***Minimum Education***

Bachelor's degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Math, Social Science, Psychology or other related analytical, mathematic, scientific or technical discipline.

***Required/Supplemental Certifications:*** N/A

**Substitution Methodology**

**Bachelor's degree**—Four (4) years of relevant experience or any combination of relevant experience with Full-time college level study totaling four (4) years will be an acceptable substitute for a Bachelor's degree.

**Work Experience**—Additional years of graduate level study in an appropriate field will be considered equal to years of experience on a one-for-one basis.

**Training/Certification/Experience**—Highly relevant training/certification/experience for a particular engagement may be considered to have additional years of experience for the purposes of assignment to a labor category for that engagement.

---

<p style="text-align: center;"><b>TERMS AND CONDITIONS APPLICABLE TO HSPD-12 PRODUCTS AND SERVICE COMPONENTS (SPECIAL ITEM NUMBER 132-62)</b></p>
---------------------------------------------------------------------------------------------------------------------------------------------------

**1. ORDER**

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering authentication products and 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.
- c. When placing an order, ordering activities may deal directly with the contractor or ordering activities may send the requirement to the Program Management Office to receive assisted services for a fee.

**2. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of the Services under SINs 132-60 A-E, 132-61 and 132-62 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.

**3. 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.

#### **4. INSPECTION OF SERVICES**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (MAY 2001) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

#### **5. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite services.

#### **6. INDEPENDENT CONTRACTOR**

All services performed by the Contractor under the terms of this contract shall be an independent Contractor, and not as an agent or employee of the ordering activity.

#### **7. 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.

---

## **8. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for products and/or 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.

## **9. 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.

## **11. 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.

## **12. 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.

## **13. DESCRIPTION OF HSPD-12 PRODUCTS, SERVICES AND PRICING**

As a GSA approved vendor, BruckEdwards offers HSPD-12 Services across eight areas which, in total, provide a comprehensive approach to supplying IT-related services and support under SIN 132-62. Our service areas include:

- 1.0 PIV Enrollment and Registration, Services
- 2.0 PIV Infrastructure Services
- 3.0 PIV Card Management and Production Services
- 4.0 PIV Card Finalization Services
- 5.0 Physical Access Control Services and Products
- 6.0 Logical Access Control Services and Products
- 7.0 PIV System Integration Services
- 8.0 Approved FIPS 201-Compliant Services and Products

### ***1.0 PIV Enrollment and Registration Services***

BruckEdwards' PIV Enrollment and Registration services include developing comprehensive supporting procedures, integration services, training efforts, and operations / maintenance of registration solutions. A full range of enrollment and registration services are provided from the process of collecting identity information from a PIV applicant to distributing that information to other component systems and services within the PIV system.

### ***2.0 PIV Infrastructure Services***

---

BruckEdwards' Infrastructure Services are comprehensive offering end-to-end infrastructure services for every component of a full PIV solution. Provision of a set of business process functions that manages the PIV workflow among and between other PIV system components. Specifically services that provide the software functionality required to manage PIV credentials, including IDMS and Card Management.

### ***3.0 PIV Card Management and Production Services***

BruckEdwards' solution includes Card Management Services. Our comprehensive Card Management Services addresses each of the card management and production hardware and/or software products that are required to be a GSA qualified HSPD-12 provider. Card lifecycle management including card production, personalization, printing, internal configuration for use, and delivery of the card for finalization and issuance.

### ***4.0 PIV Card Activation and Finalization Services***

BruckEdwards' Card Activation and Finalization services include: final issuance of the PIV card to the applicant including verification of identity of the applicant, verification of PIV card operation, final configuration of the PKI components and obtaining signatures from the applicant verifying receipt of the card.

### ***5.0 Physical Access Control Services and Products***

BruckEdwards' Physical Access Control systems (PACs) services include requirements, architecture, design, and implementation of PACs in order to support implementation and integration with various credentialing and Identity Management solutions, Provision of the functions required to provide card holders with access to government controlled facilities. The physical access control services and products interface directly and indirectly with other PIV system components and agency-specific systems.

### ***6.0 Logical Access Control Services and Products***

BruckEdwards' logical access control products and services include integration of commercial-off-the-shelf access control products to support usage of a PIV, PIV-interoperable, or PIV-compatible credential as well as the subsequent services associated with a full implementation of logical access. Provision of the functions required to provide card holders with access to government controlled IT networks and computer systems. The logical access control services and products interface directly and indirectly with other PIV system components and agency-specific systems.

### ***7.0 PIV System Integration Services***

BruckEdwards provides integration services for all relevant identity, credential, and access management products. Provision of integrated PIV system components, products and services. It also relates to integration of PIV system components with existing agency systems and infrastructures.

### ***8.0 Approved FIPS 201-Compliant Services and Products***

BruckEdwards' services include all identity, credentialing, and access management solutions and services to address the full scope of PIV implementation and usage. Provision of services and products that have demonstrated compliance through evaluation and testing programs established by NIST and GSA.

**BruckEdwards, Inc.—Pricelist SIN’s 132-51, 132-60F & 132-62**

<b>LABOR CATEGORY</b>	<b>GSA Rate FY 2012</b>	<b>GSA Rate FY 2013</b>	<b>GSA Rate FY 2014</b>	<b>GSA Rate FY 2015</b>	<b>GSA Rate FY 2016</b>
Project Manager	\$153.04	\$155.95	\$158.91	\$161.93	\$165.01
Subject Matter Expert III	\$222.15	\$226.37	\$230.67	\$235.05	\$239.52
Subject Matter Expert II	\$172.79	\$176.07	\$179.42	\$182.83	\$186.30
Subject Matter Expert I	\$146.48	\$149.26	\$152.10	\$154.99	\$157.93
IT Architect II	\$145.61	\$148.38	\$151.20	\$154.07	\$157.00
IT Architect I	\$116.60	\$118.82	\$121.07	\$123.37	\$125.72
IT Engineer III	\$118.48	\$120.73	\$123.03	\$125.36	\$127.74
IT Engineer II	\$104.25	\$106.23	\$108.25	\$110.31	\$112.40
IT Engineer I	\$86.31	\$87.95	\$89.62	\$91.32	\$93.06
IT Analyst III	\$108.61	\$110.67	\$112.78	\$114.92	\$117.10
IT Analyst II	\$101.96	\$103.90	\$105.87	\$107.88	\$109.93
IT Analyst I	\$87.61	\$89.27	\$90.97	\$92.70	\$94.46

---

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

PREAMBLE

BruckEdwards, Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-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:

**Steve Bruck, President**  
**BruckEdwards, Inc.**  
**703-286-5311, Ext. 101**  
**703-286-5312 (Fax)**  
[steve.bruck@bruckedwards.com](mailto:steve.bruck@bruckedwards.com)

---

**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.