

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

**Special Item No. 132-8 Purchase of Equipment**

FSC Class 7010	IT System Configuration End User Computer/Desktop Server Professional Workstations Laptop/Portable/Notebook
FSC Class 7025	Input/Output and Storage Devices Printers Display Graphics Network Equipment Other Communication Equipment Optical Recognition Input/Output Devices Other Input/Output and Storage Devices Not Elsewhere Classified

**Special Item No. 132-32 Term Software Licenses**

FSC CLASS 7030 - INFORMATION TECHNOLOGY SOFTWARE

Application Software

**Special Item No. 132-34 Maintenance of Software**

**Special Item No. 132-50 Training Courses**

FPDS Code U012

**Special Item No. 132-51 Information Technology 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
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

**Special Item No. 132-53 Wireless Services**

FPDS CODE D304 Cellular/PCS Voice Services

**Contract Number: GS-35F-0400R**

**Period Covered by Contract: 03/10/2005 to 03/09/2010**

**Pricelist current through Modification # FX51, dated 01/09/2008**

**T TROFHOLZ  
TECHNOLOGIES, INC**

2207 Plaza Drive, Suite 100

Rocklin, CA 95765

Phone: (916) 577-1903 Fax: (916) 577-1904

E-mail: Sales- [Sales@tti-tech.com](mailto:Sales@tti-tech.com)

Internet: [www.tti-tech.com](http://www.tti-tech.com)

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

## TABLE OF CONTENTS

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

1.	<b>GEOGRAPHIC SCOPE OF CONTRACT:</b> _____	4
2.	<b>ORDERING ADDRESS AND PAYMENT INFORMATION:</b> _____	4
3.	<b>LIABILITY FOR INJURY OR DAMAGE</b> _____	5
4.	<b>DELIVERY SCHEDULE</b> _____	5
5.	<b>DISCOUNTS:</b> _____	5
6.	<b>TRADE AGREEMENTS ACT OF 1979, AS AMENDED:</b> _____	6
7.	<b>STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING: None</b> ___	6
8.	<b>SMALL REQUIREMENTS: The minimum dollar value of orders to be issued is \$100.</b> _____	6
9.	<b>MAXIMUM ORDER:</b> _____	6
10.	<b>USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS. In accordance with FAR 8.404:</b> _____	6
11.	<b>CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)</b> __	9
12.	<b>CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:</b> _____	10
13.	<b>GSA ADVANTAGE!</b> _____	10
14.	<b>PURCHASE OF OPEN MARKET ITEMS</b> _____	10
15.	<b>CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS</b> _	10
16.	<b>OVERSEAS ACTIVITIES</b> _____	11
17.	<b>BLANKET PURCHASE AGREEMENTS (BPAs)</b> _____	11
18.	<b>CONTRACTOR TEAM ARRANGEMENTS</b> _____	11
19.	<b>TERMS AND CONDITIONS APPLICABLE GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT (SPECIAL ITEM NUMBER 132-8)</b> _____	14
20.	<b>TERMS AND CONDITIONS APPLICABLE TO TERM SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-32), PERPETUAL SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-33) AND MAINTENANCE (SPECIAL ITEM NUMBER 132-34) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE</b> _____	17
21.	<b>TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF TRAINING COURSES FOR GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE (SPECIAL ITEM NUMBER 132-50)</b> _____	19

<b>TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)</b>		<b>21</b>
<b>1.</b>	<b><i>SCOPE</i></b>	<b>21</b>
<b>2.</b>	<b><i>PERFORMANCE INCENTIVES</i></b>	<b>21</b>
<b>4.</b>	<b><i>ORDER</i></b>	<b>24</b>
<b>5.</b>	<b><i>PERFORMANCE OF SERVICES</i></b>	<b>24</b>
<b>6.</b>	<b><i>STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)</i></b>	<b>24</b>
<b>7.</b>	<b><i>INSPECTION OF SERVICES</i></b>	<b>25</b>
<b>8.</b>	<b><i>RESPONSIBILITIES OF TTI</i></b>	<b>25</b>
<b>9.</b>	<b><i>RESPONSIBILITIES OF THE ORDERING ACTIVITY</i></b>	<b>25</b>
<b>10.</b>	<b><i>INDEPENDENT CONTRACTOR</i></b>	<b>25</b>
<b>11.</b>	<b><i>ORGANIZATIONAL CONFLICTS OF INTEREST</i></b>	<b>25</b>
<b>12.</b>	<b><i>INVOICES</i></b>	<b>26</b>
<b>13.</b>	<b><i>PAYMENTS</i></b>	<b>26</b>
<b>14.</b>	<b><i>RESUMES</i></b>	<b>26</b>
<b>15.</b>	<b><i>INCIDENTAL SUPPORT COSTS</i></b>	<b>26</b>
<b>16.</b>	<b><i>APPROVAL OF SUBCONTRACTS</i></b>	<b>26</b>
<b>17.</b>	<b><i>DESCRIPTION OF IT SERVICES AND PRICING</i></b>	<b>26</b>
<b>18.</b>	<b>LABOR CATEGORIES AND PRICING</b>	<b>27</b>
<b>19.</b>	<b><i>TERMS AND CONDITIONS APPLICABLE TO WIRELESS SERVICES (SPECIAL ITEM NUMBER 132-53)</i></b>	<b>44</b>

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

### **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.

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

### **2. ORDERING ADDRESS AND PAYMENT INFORMATION:**

#### **a. Ordering Address:**

Trofholz Technologies, Inc.  
2207 Plaza Drive, Suite 100  
Rocklin, CA 95765  
Attn: Sales Department  
Phone: (916) 577-1903  
Fax: (916) 577-1904  
Email: [sales@tti-tech.com](mailto:sales@tti-tech.com)

Orders are accepted via computer-to-computer Electronic Data Interchange (EDI). Contact the Sales Department, (916) 577-1903 regarding establishment of EDI interface.

#### **b. EFT Payments:**

Payment via electronic funds transfer (EFT) is the preferred method of payment. Contact the Accounts Receivable Department (916) 577-1903 to setup.

#### **c. Credit Card Payments:**

Credit cards are accepted for payments equal to or less than the micro-purchase threshold of \$2500 for oral or written delivery orders. Credit cards payments above the \$2500 micro-purchase threshold will be assessed a processing fee of 4%.

#### **d. Mailing Payments:**

Accounts Receivable  
Trofholz Technologies, Inc.  
2207 Plaza Drive, Suite 100  
Rocklin, CA 95765

#### **e. To obtain technical and/or ordering assistance contact:**

Phone: (916) 577-1903; Fax: (916) 577-1904  
Email: [sales@tti-tech.com](mailto:sales@tti-tech.com)

#### **f. Authorized Dealers: When Authorized Dealers are allowed to bill ordering activities and accept payment, the order and/or payment must be in the name of Trofholz Technologies, Inc., 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. Statistical Data for Government Ordering Office Completion of SF 279:**

- Block 9: G. Order/Modification Under Federal Schedule
- Block 16: Data Universal Numbering System (DUNS) Number: 119514144
- Block 30: Type of Contractor: A. Small Disadvantaged Business
- Block 31: Woman-Owned Small Business - Yes
- Block 36: Contractor's Taxpayer Identification Number (TIN): 56-2299363

4a. CAGE Code: 3CLN9

4b. TTI 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)
132-51 Information Technology	30 days or sooner as Professional Services mutually established in the Task Order
132-8 Purchase of Equipment	45 days or sooner as mutually established in the Task Order
132-53 Wireless Services	30 Days ARO or sooner as mutually established in the Task Order

- 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:** 1% - 15 days from receipt of invoice or date of acceptance, whichever is later.



**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: None**

**10. SMALL REQUIREMENTS: The minimum dollar value of orders to be issued is \$100.**

**11. MAXIMUM ORDER:**

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 132-32 - Term Software Licenses  
Special Item Number 132-34 – Maintenance of Software  
Special Item Number 132-51 - Information Technology (IT) Professional Services  
Special Item Number 132-53 – Wireless Services

b. The Maximum Order value for the following Special Item Numbers (SINs) is \$25,000:

Special Item Number 132-50 - Training Courses

**12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS. In accordance with FAR 8.404:**

**[NOTE: Special ordering procedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services and 132-52 EC Services; refer to the terms and conditions for those SINs.]**

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering activities need not seek further competition, synopses the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering activity has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

a. Orders placed at or below the micro-purchase threshold. Ordering activities can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering activities should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the



**GS-35F-0400R  
IT Schedule Pricelist**

ordering activity's needs. In selecting the supply or service representing the best value, the ordering activity may consider--

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
- (3) Probable life of the item selected as compared with that of a comparable item;
- (4) Warranty considerations;
- (5) Maintenance availability;
- (6) Past performance; and
- (7) Environmental and energy efficiency considerations.

c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering activity to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering activities shall--

Review additional Schedule Contractors'

- (1) catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering activity determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (2) Offer the lowest price available under the contract; or
- (3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

d. **Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. ordering activities may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. **Price reductions.** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering activities will find it advantageous to request a price reduction. For example, when the ordering activity finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering activity the opportunity to secure greater discounts. Schedule Contractors are not



required to pass on to all schedule users a price reduction extended only to an individual ordering activity for a specific order.

f. **Small business.** For orders exceeding the micro-purchase threshold, ordering activities should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. **Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an ordering activity requirement, in excess of the micro-purchase threshold, is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering activity shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the ordering activity's needs.

**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.
- 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 at open market purchases. Ordering Activities procuring open market items must follow FAR 8.401(d).

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.

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)**

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

## **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) in accordance with the EIT standards 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



**GS-35F-0400R  
IT Schedule Pricelist**

- 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 PURCHASE OF  
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
EQUIPMENT (SPECIAL ITEM NUMBER 132-8)**

**1. MATERIAL AND WORKMANSHIP**

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

**2. ORDER**

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

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

**3. TRANSPORTATION OF EQUIPMENT**

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

**4. INSTALLATION AND TECHNICAL SERVICES**

INSTALLATION. When the equipment provided under this contract is not normally self-installable, TTI's technical personnel shall be available to the ordering activity, at the ordering activity's location, to install the equipment and to train ordering activity personnel in the use and maintenance of the equipment. TTI's rates for such services are listed in the price schedule, please contact TTI for a quote.

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



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

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

## **5. INSPECTION/ACCEPTANCE**

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

## **6. WARRANTY**

### **a. Hardware Standard Limited Warranty**

Trofholtz Technologies, Inc passes on to the original purchaser of the hardware product ("the Product"), the manufacturer's warranty that the Product is free from defects in materials and workmanship under normal use for the period of the manufacturer's warranty. This Limited Warranty applies only to Products that were purchased from TTI or an authorized TTI VAR and extends only to the original purchaser of the Product. Protection under this Limited Warranty is not transferable to anyone who subsequently purchases the Product from the original purchaser.

Should the product fail to conform to this warranty during the period set forth herein, TTI will apply the manufacturer's warranty agreement. TTI may, at its option, use new, reconditioned or re-manufactured replacement parts. All replacement products and parts will assume the remaining warranty of the original product or the part manufacturer's warranty, whichever is longer..

To obtain service under this Agreement, the owner should call their reseller or TTI direct at (916) 577-1903. Notice of warranty claims must be received before the expiration of the warranty period. If replacement or repair is necessary under the warranty, purchaser must return the unit within the date specified on the product's warranty. All products returned for repair or replacement under these warranty provisions must be accompanied by the original purchaser's proof-of-purchase. The manufacturer, not the client, will pay shipping on units being returned for warranty repair or replacement within the continental United States.

This Limited Warranty does not cover any Product (a) that has been the subject of accident, misuse, disassembly, neglect, or abuse; (b) that has been the subject of improper installation, use or handling by someone other than TTI or a TTI authorized service provider; (c) that has been repaired, modified, or altered by someone other than TTI or a TTI authorized service provider; (d) that has been operated under in a manner that is inconsistent with TTI's written specifications or recommendations or those of the manufacturer; or (e) that has been damaged by the use of equipment or parts not sold by TTI.

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



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

d. If inspection and repair of defective equipment under this warranty will be performed at the Contractor's plant, the address is as follows: Contact TTI for determination of applicable location dependent upon your product. All questions regarding warranty information should be directed to Trofholz Technologies, Inc at (916) 577-1903.

**7. PURCHASE PRICE FOR ORDERED EQUIPMENT**

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

**8. RESPONSIBILITIES OF THE CONTRACTOR**

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

**9. TRADE-IN OF INFORMATION TECHNOLOGY EQUIPMENT**

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



**TERMS AND CONDITIONS APPLICABLE TO TERM SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-32), PERPETUAL SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-33) AND MAINTENANCE (SPECIAL ITEM NUMBER 132-34) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE**

**1. INSPECTION/ACCEPTANCE**

The Government shall accept or reject software in writing within thirty (30) calendar days after date of delivery.

**2. GUARANTEE/WARRANTY**

a. With regard to any software provided with the Product and licensed to the purchaser ("Software"), TTI will pass the warranty for the software that the programmer or manufacturer provides. TTI warrants that the media on which the Software is recorded will be free from defects in material and workmanship under normal use for a period of 30 days from the date of purchase. If TTI is notified within 30 days from the date of purchase that the media contains such defects, TTI will, after verification of such defects, either replace the defective media or refund the purchase price of the media in lieu of repair. TTI disclaims any and all additional warranties, conditions and representations, whether express, implied or statutory, with respect to the Software, its quality, performance, merchantability, or fitness for a particular purpose. TTI does not warrant that the Software will be error-free, or that the functions of the Software will be uninterrupted. The Software is provided "AS IS," except to the extent of any express warranties offered by the manufacturer of the Software, as set forth in the applicable software license agreement contained in or accompanying the Software or as otherwise set forth above. This Limited Warranty does not cover labor performed for configuring software and virus detection. Removal of the software and performance of such services will be subject to non-Warranty diagnostic and repair fees. TTI is not responsible for repairs or defect testing of non-covered items.

TTI shall not be responsible for any software programs, data or other information stored or used on any media or part of any Product returned to TTI or its authorized service providers for warranty service or other repair, including but not limited to the costs of recovering such programs, data, or other information. TTI and its service providers will not be responsible for contents of the hard disk or any other data storage media which are altered, deleted, modified or lost during service or repair of the Product. It is solely the responsibility of the purchaser to back up any software programs, data, or information stored on any storage media or any part of a Product returned for service or repair.

This limited warranty gives you specific legal rights that vary from state to state. TTI's responsibility for malfunctions and defects in hardware, software, and labor is limited to repair and replacement as set forth in this warrant statement. All express warranties are limited to the terms contained in this statement. All implied warranties, including but not limited to any implied warranties of and conditions of merchantability and fitness for a particular purpose are expressly excluded.

All questions regarding warranty information should be directed to Trofholz Technologies, Inc at (916) 577-1903.

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

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



**3. TECHNICAL SERVICES**

TTI, without additional charge to the ordering activity, shall provide a hot line technical support number 1-866-577-1903 or 916-577-1903 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:00 am to 5:00 am Pacific Standard Time.

**4. SOFTWARE MAINTENANCE**

a.

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



**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF  
TRAINING COURSES FOR GENERAL PURPOSE COMMERCIAL  
INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE  
(SPECIAL ITEM NUMBER 132-50)**

**1. SCOPE**

- a. TTI shall provide training courses normally available to commercial customers, which will permit ordering activity users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.
- b. TTI shall provide training at TTI's facility and/or at the ordering activity's location, as agreed to by TTI and the ordering activity.

**2. ORDER**

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPAs) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

**3. TIME OF DELIVERY**

TTI shall conduct training on the date (time, day, month, and year) agreed to by TTI and the ordering activity.

**4. CANCELLATION AND RESCHEDULING**

- a. The ordering activity will notify TTI at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. TTI will then permit the ordering activity to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the ordering activity will modify its original training order to specify the time and date of the rescheduled training class.
- b. In the event the ordering activity fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the ordering activity will be liable for the contracted dollar amount of the training course. TTI agrees to permit the ordering activity to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.
- c. The ordering activity reserves the right to substitute one student for another up to the first day of class.
- d. In the event TTI is unable to conduct training on the date agreed to by TTI and the ordering activity, TTI must notify the ordering activity at least seventy-two (72) hours before the scheduled training date.

**5. FOLLOW-UP SUPPORT**

TTI agrees to provide each student with unlimited telephone support for a period of two (2) weeks from the completion of the training course. During this period, the student may contact TTI's instructors for refresher assistance and answers to related course curriculum questions.



**6. PRICE FOR TRAINING**

The price that the ordering activity will be charged will be the ordering activity training price in effect at the time of order placement, or the ordering activity price in effect at the time the training course is conducted, whichever is less.

**7. INVOICES AND PAYMENT**

Invoices for training shall be submitted by TTI after ordering activity completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). **PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.**

**8. FORMAT AND CONTENT OF TRAINING**

- a. TTI shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings. Such documentation will become the property of the student upon completion of the training class.
- b. **\*\*If applicable\*\*** For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.
- c. TTI shall provide each student with a Certificate of Training at the completion of each training course.
- d. TTI shall provide the following information for each training course offered:
  - (1) The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);
  - (2) The length of the course;
  - (3) Mandatory and desirable prerequisites for student enrollment;
  - (4) The minimum and maximum number of students per class;
  - (5) The locations where the course is offered;
  - (6) Class schedules; and
  - (7) Price (per student, per class (if applicable)).
- e. For those courses conducted at the ordering activity's location, instructor travel charges (if applicable), including mileage and daily living expenses (e.g., per diem charges) are governed by Pub. L. 99-234 and FAR Part 31.205-46, and are reimbursable by the ordering activity on orders placed under the Multiple Award Schedule, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts. The Industrial Funding Fee does NOT apply to travel and per diem charges.



**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. TTI shall provide services at TTI's facility and/or at the ordering activity location, as agreed to by TTI and the ordering activity.

**2. PERFORMANCE INCENTIVES**

- a. Performance incentives may be agreed upon between TTI and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by TTI 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 TTI. Incentives shall be based on objectively measurable tasks.

**3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK) (G-FCI-920) (MAR 2003)**

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

When ordering services over \$100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of the DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70 – Additional ordering procedures for services. When DFARS 208.404-70 is applicable and there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

GSA has determined that the prices for services contained in TTI's price list applicable to this Schedule are fair and reasonable. However, the ordering activity using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

- (a) When ordering services, ordering activities shall—
  - (1) Prepare a Request (Request for Quote or other communication tool):



**GS-35F-0400R  
IT Schedule Pricelist**

(i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii) The request should include the statement of work and request TTIs to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering activity makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii) The request may ask TTIs, if necessary or appropriate, to submit a project plan for performing the task, and information on TTI's experience and/or past performance performing similar tasks.

(iv) The request shall notify TTIs what basis will be used for selecting TTI to receive the order. The notice shall include the basis for determining whether TTIs are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2) below, the request shall notify TTIs that will be the case.

(2) Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify TTIs that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate) and transmit the request as follows:

NOTE: When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(i) The request should be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold.

(ii) For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the ordering activity's needs.



(iii) In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.

(iv) Ordering activities should strive to minimize TTIs' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select TTI to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

(b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering activity the opportunity to secure volume discounts. When establishing BPAs, ordering activities shall—

(1) Inform contractors in the request (based on the ordering activity's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting TTIs to be awarded the BPAs.

(i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering activity can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii) **MULTIPLE BPAs:** When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing the BPAs, the procedures in (a)(2) above must be followed. The procedures at (a)(2) do not apply to orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the Schedule contractor that represents the best value.

(2) **Review BPAs Periodically:** Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

(c) The ordering activity should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

(d) When the ordering activity's requirement involves both products as well as executive, administrative and/or professional, services, the ordering activity should total the prices for the products and the firm-fixed price for the services and select TTI that represents the best value. (See FAR 8.404)

(e) The ordering activity, at a minimum, should document orders by identifying TTI from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements in excess of the micro-purchase threshold,



the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of TTI that received the order and the rationale for any trade-offs made in making the selection.

**4. 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.

**5. PERFORMANCE OF SERVICES**

a. TTI shall commence performance of services on the date agreed to by TTI and the ordering activity.

b. TTI agrees to render services only during normal working hours, unless otherwise agreed to by TTI 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/EC 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.

**6. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)**

a. The Contracting Officer may, at any time, by written order to TTI, require TTI 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 TTI, 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, TTI 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 TTI, 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, TTI 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 TTI's cost properly allocable to, the performance of any part of this contract; and
  - (2) TTI 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.

## **7. INSPECTION OF SERVICES**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

## **8. RESPONSIBILITIES OF TTI**

TTI 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.

## **9. 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/EC Services.

## **10. INDEPENDENT CONTRACTOR**

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

## **11. 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 TTI, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving TTI, any entity into or with which TTI subsequently merges or affiliates, or any other successor or assignee of TTI.



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 TTI and its affiliates, may either (i) result in an unfair competitive advantage to TTI or its affiliates or (ii) impair TTI’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 TTIs, 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.

## **12. INVOICES**

TTI, upon completion of the work ordered, shall submit invoices for IT/EC 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.

## **13. PAYMENTS**

For firm-fixed price orders the ordering activity shall pay TTI, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

## **14. RESUMES**

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

## **15. 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.

## **16. APPROVAL OF SUBCONTRACTS**

The ordering activity may require that TTI 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.

## **17. DESCRIPTION OF IT SERVICES AND PRICING**

a. This section provides a description of each type of IT Service offered under Special Item Numbers **132-51**.



## LABOR CATEGORIES AND PRICING

### Senior Management Director

The Senior Management Director provides management support to Commanders, Chief Executive Officers, Chief Financial Officers, Chief Information Officers, and other top management positions. Responsible for overseeing several consulting engagement projects and assuring that all work is of the highest quality possible, that all contract terms are being met, and that the client is completely satisfied with services and products provided, supervising one or more employees, carrying out supervisory responsibilities in accordance with the applicable policies and applicable laws. May control and be accountable for all resources of department, program or subdivision of the company or company's work. Ensures adequate personnel with the necessary skills are retained to support completion of projects on-time, within budget, and in accordance with contract specifications and quality control standards.

**Minimum/General Experience:** Requires a minimum of 15 years of professional experience.

**Minimum Education:** Master's degree. A Bachelor's degree and qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### Program Manager

The Program Manager is responsible for managing the contract and serving as Contractor's authorized interface with the customer's Contracting Officer (CO), the Contracting Officer's Representative (COR), and customer's management and technical personnel; developing plans, formulating work standards, developing and managing schedules, determining needs, investigating and resolving problems, and interfacing with other company functions, preparing capital and operating requests, and managing staff; interviewing, hiring, and training employees; addressing customer and employee complaints and resolving problems; control and accountability of resources; overall contract performance.

**Minimum/General Experience:** Requires a minimum of 12 years related experience, including comprehensive knowledge of related managerial and technical fields.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### Senior Project Manager

The Senior Project Manager is responsible for serving as a project or team lead with technical, administrative and managerial responsibilities that include: formulating work plans and schedules; supervising/directing the daily activities of the project team in meeting task/project/work breakdown structure requirements; identifying and resolving employees and/or project problems or complaints, and for ongoing evaluation of work and quality of products/services.

**Minimum/General Experience:** Requires a minimum of 10 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### Project Manager

The Project Manager is responsible for serving as a project or team lead with technical, administrative and managerial responsibilities that include: formulating work plans and schedules; supervising/directing the daily activities of project team in meeting task/project/work breakdown structure requirements; identifying and resolving employees and/or project problems or complaints, and for ongoing evaluation of work and quality of products/services



**Minimum/General Experience:** Requires a minimum of 5 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Senior Project Controller**

The senior project controller is responsible for managing project information and serving as a team lead relating to contractual requirements and cost for submittal to the program/project manager for review and approval. The senior project controller has a firm understanding of accounting management and contract principles, and can use computer tools such as spreadsheets, databases, accounting software, word processors, graphics systems and project management systems.

**Minimum/General Experience:** Requires a minimum of 5 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Program Administration Specialist**

The Program Administration Specialist assists in the preparation of management plans and reports. Coordinates schedules to facilitate completion of proposals, contract deliverables, task order review, briefing/presentations, and IPR preparation. Performs analysis, development, and review of program administrative operating procedures. Specialized experience in general contract administration.

**Minimum/General Experience:** Requires a minimum of 4 years related experience, 2 years of which should be specifically in contract administration.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Project Controller**

The project controller is responsible for creating and maintaining project information relating to contractual requirements and cost for submittal to the program/project manager for review and approval. The project controller has a basic understanding of accounting and contract principles, and can use computer tools such as spreadsheets, databases, accounting software, word processors, graphics systems and project management systems.

**Minimum/General Experience:** Requires a minimum of 3 years related experience.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Senior Management Consultant**

The Senior Management Consultant provides oversight to the Principal Consultants. Also provides additional consultation to agency heads, directors, and senior managers on quality improvement, ISO9000 certification, business process reengineering and strategic implementation of information technology techniques. Manages the designs, organization, leads, and conducts executive level workshops, benchmarking, and surveys. Manages a team of Principal Consultants and Analysts.

**Minimum/General Experience:** Requires a minimum of 15 years related experience with intensive experience in the individual's field of study and specialization.

**Minimum Education:** degree. A Bachelor's degree and qualifying technical training and/or experience may be substituted for education using the relationship of one year of training and/or experience for each year of education.

**Minimum Education:** Master's degree. A Bachelor's degree and qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.



### **Principal Consultant**

The Principal Consultant provide consulting to agency heads, directors, and senior managers on quality improvement, ISO9000 certification, business process reengineering and strategic implementation of information technology techniques. Designs, organizes, leads, and conducts executive level workshops, benchmarking, and surveys. Manages a team of senior consultants and analysts.

**Minimum/General Experience:** Requires a minimum of 12 years related experience with intensive experience in the individual's field of study and specialization.

**Minimum Education:** Master's degree. A Bachelor's degree and qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Principal Analyst**

The Principal Analyst is responsible for performing quantitative analyses and developing strategies in support of management decisions, training programs, cost and financial management, systems, data, and communications using such tools as modeling, analysis, consulting services and the management of external technical resources. The principal analyst will manage and supervise development of statistical models and data-driven analyses, and will consult with clients to define program needs, proper analytical methodologies, and initiate and execute projects. The principal analyst will use data mining to gather relevant data, develop and implement processes to increase quality analyses, and support scheduling and tracking of model development initiatives.

**Minimum/General Experience:** Requires a minimum of 10 years related experience.

**Minimum Education:** Master's degree. A Bachelor's degree and qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Senior Analyst**

The Senior Analyst is responsible for performing quantitative analyses and developing strategies in support of management decisions, training programs, cost and financial management, systems, data, and communications through the use of modeling, analysis, consulting services and the management of external technical resources. The senior analyst will develop statistical models and data-driven analyses, and will consult with clients to define program needs, proper analytical methodologies, and initiate and execute projects. The senior analyst will use data mining to gather relevant data, develop and implement processes to increase quality analyses, and support scheduling and tracking of model development initiatives.

**Minimum/General Experience:** Requires a minimum of 7 years related experience.

**Minimum Education:** Master's degree. A Bachelor's degree and qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Analyst**

The Analyst is responsible for performing quantitative analyses and developing strategies in support of management decisions, training programs, cost and financial management, systems, data, and communications through the use of modeling, analysis, consulting services and the management of external technical resources. The analyst will develop statistical models and data-driven analyses, and will consult with clients to define program needs, proper analytical methodologies, and initiate and execute projects. The analyst will use data mining to gather relevant data, develop and implement processes to increase quality analyses, and support scheduling and tracking of model development initiatives.



**GS-35F-0400R  
IT Schedule Pricelist**

**Minimum/General Experience:** Requires a minimum of 5 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Junior Analyst**

The Junior Analyst is responsible for developing strategies in support of management decisions, training programs, cost and financial management, systems, data, and communications through the use of modeling, analysis, consulting services and the management of external technical resources. The junior analyst assists development of statistical models and data-driven analyses, and assists senior analysts in defining program needs, and proper analytical methodologies. The junior analyst, under supervision, conducts data mining to gather relevant data, develops and implements processes to increase quality analyses.

**Minimum/General Experience:** Requires a minimum of 3 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Cost / Budget Analyst**

The Cost / Budget Analyst performs Functional Economic Analysis (FEA) to evaluate the costs of alternative ways to accomplish functional objectives. The FEA states investment costs, benefits, and risks as a net change to the functional baseline cost, the cost of doing business now and in the future. Ensures that cross-functional, security, and other integration issues are addressed. Provides technical and financial justifications by collecting information in standard formats to support computer system selections.

**Minimum/General Experience:** Requires a minimum of 2 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Data Validation Specialist**

The Data Validation Specialist provides technical support in the evaluation of prime objectives names, data elements, and other objects. Evaluates proposed objects and their attributes. Ensures that proposed object definitions are clear, concise, technically correct, and they represent singular concepts. Ensures the values of object attributes and domains are accurate and correct. Ensures the proposed objects are consistent with data and process models.

**Minimum/General Experience:** Requires a minimum of 2 years experience.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Supply/Logistics Specialist**

Enhances product workflow by analyzing and developing logistics plans that affect production, distribution and inventory. Creates and reviews procedures for distribution and inventory management to maximize customer satisfaction and minimize cost. Relies on instructions and pre-established guidelines to perform the functions of the job. Typically reports to a program or project manager.

**Minimum/General Experience:** Requires a minimum of 2 years related experience.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Senior Subject Matter Expert**

The Senior Subject Matter Expert is responsible for defining problems, completing analyses, and develops plans and requirements in the subject matter area for moderately complex to highly complex systems/programs, and coordinates and manages analyses, evaluations, and recommendations



**GS-35F-0400R  
IT Schedule Pricelist**

**Minimum/General Experience:** Requires a minimum of 12 years experience specifically in functional area of expertise.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Subject Matter Expert**

The Subject Matter Expert is responsible for defining problems, completing analyses, and develops plans and requirements in the subject matter area for moderately complex to highly complex systems/programs, and coordinates and manages analyses, evaluations, and recommendations

**Minimum/General Experience:** Requires a minimum of 8 years experience specifically in functional area of expertise.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Training Specialist**

The Training Specialist conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars.

**Minimum/General Experience:** Requires a minimum of 6 years experience, 2 years of which must be specialized.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Senior Contract Administrator**

The Senior Contract Administrator is responsible for overseeing and leading the contractual and administrative activities. Directs a group in determining needs, developing plans and projects, and executing the organizational goals. Responsible for interfacing with personnel inside and outside of the organization - such as government representatives and/or management level personnel from other companies. Provides overall leadership and guidance for a function or department, organizing and directing work, coordinating efforts with other functions, assessing financial impact, and directing personnel to achieve objectives.

**Minimum/General Experience:** Requires a minimum of 10 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.



### **Contract Administrator**

The Contract Administrator is responsible for overseeing and leading the contractual and administrative activities. Directs a group in determining needs, developing plans and projects, and executing the organizational goals. Responsible for interfacing with personnel inside and outside of the organization - such as government representatives and/or management level personnel from other companies. Provides overall leadership and guidance for a function or department, organizing and directing work, coordinating efforts with other functions, assessing financial impact, and directing personnel to achieve objectives.

**Minimum/General Experience:** Requires a minimum of 6 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Quality Assurance Manager**

The Quality Assurance Manager establishes and maintains a process for evaluating software and associated documentation. Determines the resources required for quality control. Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides daily supervision and direction to support staff. Oversees configuration management, verification and validation, system/software testing and integration, software metrics and their application to system/software quality assessment.

**Minimum/General Experience:** Requires a minimum of 8 years related experience, 5 years of which must be specialized.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Quality Assurance Analyst**

The Quality Assurance Analyst provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. Makes recommendations for approval of major systems installation. Performs configuration management, verification and validation, system/software testing and integration, software metrics and their application to system/software quality assessment. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.

**Minimum/General Experience:** Requires a minimum of 6 years related experience, 3 years of which must be specialized.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Senior Technical Writer**

Responsible for collecting, organizing, and developing information required to produce a wide range of complex technical publications including, technical reports, summary reports, newsletters, abstracts, research publications, monographs, multimedia materials, trip reports, media advisories, scripts, training materials, proposals, public relations materials, and other technical documents. Responsible for writing and editing wide range of complex technical publications prepared by technical writers, and/or organizing material prepared by technical personnel into comprehensive publications compliant with contract requirements and standards.



**GS-35F-0400R  
IT Schedule Pricelist**

**Minimum/General Experience:** Requires a minimum of 8 years related experience, 2 years of which must be specialized in advanced editing of similar publications.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Technical Writer**

Responsible for collecting, organizing, analyzing, and developing information required to produce a wide range of complex technical publications including, technical reports, summary reports, newsletters, abstracts, research publications, monographs, multimedia materials, trip reports, media advisories, scripts, training materials, proposals, public relations materials, and other technical documents. Responsible for writing and editing wide range of complex technical publications, organizing material prepared by technical personnel into comprehensive publications compliant with contract requirements and standards.

**Minimum/General Experience:** Requires a minimum of 4 years related experience, 2 years of which must be specialized.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Administrative Assistant**

The Administrative Assistant is responsible for high-level executive administration. Expected to perform with general guidelines, relying on past experience to accomplish the majority of assignments with limited direction. Performs a variety of administrative/paraprofessional responsibilities sometimes confidential or complex in nature. Other duties may include, but are not limited to conference and meeting support, arranges travel and hotel accommodations, confirm all logistics, process applications, prepares letters, develops charts and tables, and event planning support. May assign and supervise the work of additional administrative support personnel. Full knowledge of most commonly used word processing packages (MS Word), and familiarity with the use of database and spreadsheet packages such as MS Access and MS Excel.

**Minimum/General Experience:** Requires a minimum of 5 years related experience

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.



### **Administrative Support**

Administrative Support is responsible for the effective administration of daily operations. Assures that acceptable administrative services are provided to the client within budget, on schedule and with minimum disruption. Performs various administrative actions such as conference and meeting support, arranges travel and hotel accommodations, confirm all logistics, process applications, prepares letters, develops charts and tables, and event planning support. Other administrative duties may be assigned as needed. Full knowledge of most commonly used word processing packages (MS Word), and familiarity with the use of database and spreadsheet packages such as MS Access and MS Excel.

**Minimum/General Experience:** Requires a minimum of 3 years related experience

**Minimum Education:** High School diploma or equivalent.

### **Engineering Manager**

The Engineering Manager implements engineering concepts, procedures and practices. Develops and refines new engineering techniques to enhance quality and productivity. Established performance and technical standards. Generates and approves project and testing specifications. Schedules and allocates work, provides advice and guidance, and resolves problems to meet performance and financial objectives. May lead or coordinate complex task/project teams.

**Minimum/General Experience:** Requires a minimum of 10 years related experience, 4 years of which must be specialized.

**Minimum Education:** Bachelor's Degree in Engineering. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Senior Engineer**

The Senior Engineer implements engineering principles, techniques and processes. Decides appropriate tests to evaluate, debug and check systems. Documents the result of complex analysis and design tasks. May design complex systems; assists in developing standards and techniques. May act in a lead role of a project team. Responsible for functioning as an expert in an engineering design/development area; and or act as task leader in the design, testing, troubleshooting, technical support and documentation of products and processes.

**Minimum/General Experience:** Requires a minimum of 8 years related experience, 4 years of which must be specialized.

**Minimum Education:** Bachelor's degree in Engineering. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Engineer**

The Engineer performs complex engineering analysis and design tasks. Prepares specifications and design, and implements solutions. May design subsystems; assists in developing standards. May work as part of a project team. Responsible for functioning as an expert in an engineering design/development area; and or act as task leader in the design, testing, troubleshooting, technical support and documentation of products and processes.

**Minimum/General Experience:** Requires a minimum of 4 years related experience.

**Minimum Education:** Bachelor's degree in Engineering. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.



**Space Planning Engineer**

The Space Planning Engineer is responsible for providing expert advice, assistance, guidance or counseling in support of an agencies' management of facilities design and utilization. This may also include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts to plan, coordinate, and accomplish major facility improvements, alterations, and relocations. This individual will routinely interact with client agency representatives to provide the appropriate strategic business and action plans. Relevant skills include project management, architectural design consulting, impact analysis, interior design, and space planning.

**Minimum/General Experience:** Requires a minimum of 4 years related experience.

**Minimum Education:** Bachelor's Degree in Architecture or related studies. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Senior Enterprise Web Developer**

The Senior Enterprise Web Developer is responsible for creating functional websites, adding images and material to existing web pages, creating hyperlinks and functional link menus as required, ensuring website conforms to site map, interface implementation, testing and troubleshooting web pages for campus-wide or enterprise-wide Internet/Web-enabled based systems. Manages a team of graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the website. Uses Internet/Intranet architecture and applications; database design/development, programming, Cold Fusion server and client-side scripting, user-authentication schemes, firewall design and implementation, computer generated graphics, HTML, and related applications, electronic commerce, EDI, router implementation and management, servers, domains, DNS, network capabilities, and configurations.

**Minimum/General Experience:** Requires a minimum of 8 years related experience, 4 years of which must be specialized.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Enterprise Web Developer**

The Enterprise Web Developer is responsible for creating functional websites, adding images and material to existing web pages, creating hyperlinks and functional link menus as required, ensuring website conforms to site map, interface implementation, testing and troubleshooting web pages for campus-wide or enterprise-wide Internet/Web-enabled based systems. Manages a team of graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the website. Uses Internet/Intranet architecture and applications; database design/development, programming, Cold Fusion server and client-side scripting, user-authentication schemes, firewall design and implementation, computer generated graphics, HTML, and related applications, electronic commerce, EDI, router implementation and management, servers, domains, DNS, network capabilities, and configurations.

**Minimum/General Experience:** Requires a minimum of 6 years related experience, 2 years of which must be specialized.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.



### **Web Development Engineer**

The Web Development Engineer prepares web pages for the Internet/Intranet applications. Develops web page content based upon interviews and other data provided; utilizes web page authoring system(s) to create layouts and coding. Applies HTML, Javascript, Cold Fusion, Application Server, and other state-of-the-art tools to create dynamic web page designs. Work is done for a specific site or functional group and represents a component of a larger system.

**Minimum/General Experience:** Requires a minimum of 5 years related experience, 2 years of which must be specialized.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Senior Graphics/Multimedia Specialist**

The Senior Graphics/Multimedia Specialist is responsible for graphic design and innovation; analytical ability and creative problem solving skills for visual information design. Is proficient with state-of-the-art software to produce accurate and innovative graphic designs. Utilizes Adobe Photoshop, Adobe Illustrator, Corel Draw, Adobe In-Design; Microsoft PowerPoint; Macromedia Dreamweaver, Fireworks, Flash; and Director.

**Minimum/General Experience:** Requires a minimum of 4 years related experience, 2 years of which must be specialized.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Graphics/Multimedia Specialist**

The Graphics/Multimedia Specialist is responsible for graphic design and innovation; analytical ability and creative problem solving skills for visual information design. Is proficient with state-of-the-art software to produce accurate and innovative graphic designs. Utilizes Adobe Photoshop, Adobe Illustrator, Corel Draw, Adobe In-Design; Microsoft PowerPoint; Macromedia Dreamweaver, Fireworks, and Flash.

**Minimum/General Experience:** Requires a minimum of 3 years related experience.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Senior Applications Programmer**

The Senior Applications Programmer analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met. Manages programmers on large-scale database management systems, develops complex software to satisfy design objectives.

**Minimum/General Experience:** Requires a minimum of 10 years related experience, 4 years of which must be specialized.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.



### **Geographic Information Systems Programmer**

The Geographic Information Systems Programmer is responsible for providing application programming and development support on networks and/or PC's. Coding and designing new and/or modifying programs; modifying scripts as required; controlling system testing: debugging, reviewing and approving output; preparing user, operation and program documentation based upon established policies. Capable of 3D modeling, slope, volume, area, hills hade analysis, raster rectification & registration, spatial modeling, 3D movie flyby's, surface modeling, image analysis, cartography, demographic modeling, travel time and cost analysis, route analysis, training, creation of FGDC metadata, operating and maintenance of GPS unit. Creation of geospatial data, general surveying using an EDM and GPS device, operation of the GPS unit, recording and mapping of the GPS data, creation of and maintaining the GIS databases, creation thematic mapping with various software applications such as, but not limited to: ArcIMS for various interactive mapping themes. Software used to accomplish these tasks may be any of the following: ArcView(ESRI), ArcInfo, ArcIMS(ESRI), AutoCAD 2000NT, Dreamweaver HTML editor, Adobe PhotoShop, Adobe Acrobat & PDFWriter, and numerous other programs running on a clients Intra/Extranet servers.

**Minimum/General Experience:** Requires a minimum of 8 years related experience, 3 years of which must be specialized.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Database Programmer II**

The Database Programmer II is responsible for designing and developing database tools to support customer projects/programs. Guides database development projects from inception to timely and successful completion, including technical vision throughout all phases of tool development. Develops test plans and provides unit test for all objects developed and verifies that products meet specifications.

**Minimum/General Experience:** Requires a minimum of 6 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Help Desk Manager**

The Help Desk Manager manages help desk personnel. Provides daily supervision and direction to staff responsible for telephone and in-person support to users in the areas of e-mail, directories, COTS, standard Windows desktop applications, and applications developed or deployed under specific contract. Serves as the subject matter expert for troubleshooting hardware/software PC and printer problems.

**Minimum/General Experience:** Requires a minimum of 8 years related experience.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Help Desk Specialist**

The Help Desk Specialist provides telephone and in-person support to users in the areas of e-mail, directories, standard windows desktop COTS applications, and applications developed under this contract for predecessors. Serves as initial point of contact for troubleshooting hardware/software PC and printer problems. Assists users with PC operating systems, networking, mail standards, and client/server issues.

**Minimum/General Experience:** Requires a minimum of 4 years related experience, 2 years of which must be specialized.

**Minimum Education:** High School Diploma or equivalent with technical training.



### **Help Desk Coordinator**

The Help Desk Coordinator is responsible for creating and maintaining help desk tickets and other related project information. Plans and coordinates Help Desk Specialists schedules and response times. Ensures policy and regulation compliance. Updates and implements standard operating procedures, in accordance with local policies and governing regulations. Utilizes spreadsheets, databases, word processors, graphics systems and project management systems.

**Minimum/General Experience:** Requires a minimum of 4 years related experience.

**Minimum Education:** High School Diploma or equivalent with technical training.

### **Communications Specialist**

The Communications Specialist is responsible for systems engineering analysis and design of communications systems, including infrastructure support, application software, databases, communications and networking. Evaluates, analyzes, and designs data communication standards, interface criteria, modem requirements, communications security equipment requirements and operating characteristics. Applies appropriate traffic engineering practices to communications networks that ensure their ability to support the data processing requirements.

**Minimum/General Experience:** Requires a minimum of 6 years related experience, 4 years of which must be specialized in Computer Security.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Cable Installer**

The Cable Installer performs or oversees the installation of cables such as telephone, coaxial and fiber optic, including vertical and horizontal cable pairs to the desktop. Responsible for installing, modifying, and troubleshooting aerial and underground copper and fiber optic cable. Locates and diagnoses signal transmission defects using various test equipment and visual inspection. Uses tools and related test equipment, ground power equipment, and pressure equipment. Prepares necessary written reports. Is expected to communicate effectively with technical and management personnel as required.

**Minimum/General Experience:** Requires a minimum of 4 years related experience.

**Minimum Education:** High School Diploma or equivalent and applicable training certification.

### **Network Systems Manager**

The Network Systems Manager supervises all personnel engaged in the operation and support of network facilities, including all communications equipment in large scale or multi-shift operations. Assigns personnel to various projects and directs their activities, reviews and evaluates their work and prepares performance reports. Confers with and advises subordinates on administrative policies and procedures, technical problems, priorities and methods. Supervises complex operations that involve multiple functions such as, network operations, systems security, systems software, and network support.

**Minimum/General Experience:** Requires a minimum of 10 years related experience, 2 years of which must be specialized.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

### **Senior Software Engineer**

The Senior Software Engineer provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project and/or Program Manager to ensure problem solution and user satisfaction. Makes



**GS-35F-0400R  
IT Schedule Pricelist**

recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff. analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages such as Ada, COBOL, 4GL, and/or DBMS.

**Minimum/General Experience:** Requires a minimum of 8 years related experience, 2 years of which must be specialized. Requires at least 2 technical certifications.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Software Engineer**

The Software Engineer performs systems analysis and design of business applications on complex systems for large scale computers. Formulates specifications for computer programmers to use in coding, testing, and debugging of computer programs. Utilizes data base management concepts, programming languages such as Ada, COBOL, 4GL, and/or DBMS. Manages technical applications and current storage and retrieval methods.

**Minimum/General Experience:** Requires a minimum of 4 years related experience, 2 years of which must be specialized. Requires at least 1 technical certifications.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Network Engineer**

The Network Engineer tests and analyzes all elements of the network facilities including power, software, security features, communications devices, lines, modems and terminals and for the overall integration of the enterprise network. Responsible for the planning, modeling, simulation, design, installation, maintenance, management and coordination of the network. Monitors and controls the performance and status of the network resources. Utilizes software and hardware tools, identifies and diagnoses complex problems and factors affecting network performance. Maintains technical currency and studies vendor products to determine those which best meet client needs. Responsibilities include writing and maintaining documentation/ policies and procedures, interacting with end-users to assist in resolution of issues, training end-users in newer technologies which have become available. Provides guidance and direction for less experienced network support technicians.

**Minimum/General Experience:** Requires a minimum of 8 years related experience, 2 years of which must be specialized. Requires at least 2 technical certifications.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Senior Systems Engineer**

The Senior Systems Engineer establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross functional requirements and interfaces. Evaluates analytical and systematical problems of work flows, organization, plans and develops appropriate corrective action. Provides daily supervision and direction to staff of system engineers. Works with network topologies and configurations, such as X.25, TCP/IP, API, VOIP, IPX, Frame Relay, ATM, bridges, routers, hubs. Has a strong knowledge of the logical and physical functional, operational, and technical architecture of large and complex information systems.



**GS-35F-0400R  
IT Schedule Pricelist**

**Minimum/General Experience:** Requires a minimum of 8 years related experience, 2 years of which must be specialized. Requires at least 2 technical certifications.

**Minimum Education:** Bachelor's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Systems Engineer**

The Systems Engineer establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross functional requirements and interfaces. Evaluates analytical and systematical problems of work flows, organization, plans and develops appropriate corrective action. Familiar with network topologies and configurations, such as X.25, TCP/IP, API, VOIP, IPX, Frame Relay, ATM, bridges, routers, hubs. Has a strong knowledge of the logical and physical functional, operational, and technical architecture of large and complex information systems.

**Minimum/General Experience:** Requires a minimum of 4 years related experience, 2 years of which must be specialized. Requires at least 1 technical certifications.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**System Administrator**

The System Administrator provides system administration of Network, Web, and/or communication systems, including Local Area Network (LAN) and Wide Area Network (WAN) systems, involving network security. This includes administration of user accounts, passwords, email, chat, and FTP. Requires comprehensive knowledge of the organization's hardware, software and network components. Maintains servers, creates monitoring reports and logs, and ensures functionality of links. Monitors web site for acceptable performance and user accessibility. Establishes back-ups and monitors site security. Consults with, advises, and trains network users. Coordinates network administration and performance requirements with others in the information systems function. Identifies, analyzes and documents long-range requirements and schedules resources related to the enterprise network.

**Minimum/General Experience:** Requires a minimum of 4 years related experience.

**Minimum Education:** Associate's degree. Qualifying technical training and/or experience may be substituted for education using relationship of 1-year training and/or experience per year of education.

**Information Technology Support**

Information Technology Support provides service, support and general hardware, software, and network assistance. Monitors and responds to hardware, software and LAN problems, perform preventive maintenance, trouble-shooting and repair, coordinates network restoration with appropriate Systems Engineers in cases of software or courseware failure caused by a program or by operator error. Interface with vendor support service groups to ensure appropriate notification during outages or periods of degraded system performance. Assists with the administration of user accounts, passwords, email, chat, and FTP. Establishes back-ups and monitors site security. Consults with, advises, and trains network users. Maintains warranty standards, including installation of terminals and associated hardware.

**Minimum/General Experience:** Requires a minimum of 4 years related experience.

**Minimum Education:** High School Diploma or equivalent with technical training.



**GS-35F-0400R  
IT Schedule Pricelist**

**Network/Hardware Specialist**

The Hardware/Network Specialist monitors and responds to hardware and software problems utilizing testing tools and techniques. Interfaces with vendor support service groups to ensure appropriate notification during outages or period of degraded system performance. Assists with installation of terminals and associated hardware. In support of microcomputer applications, analyzes requirements; creates, designs and develops requirements in required media; provides program support; tests, debugs and writes documentation as required. May have responsibilities for providing customer assistance support in setting up microcomputers and/or installing software packages. Provides user training for hardware/software products; performs minor hardware/software/network maintenance such as board replacement, cable switching, communication assistance, hardware (CRTs, printers) installation/replacement; interfaces with mainframe, CAD/CAM, digitizers, LANs, networks, provides analysis support for such requirements.

**Minimum/General Experience:** Requires a minimum of 3 years related experience, 2 years of which must be specialized.

**Minimum Education:** High School Diploma or equivalent with technical training.



b. Pricing for all IT Services.

**FSS SCHEDULE 70 PRICE LIST**

Item No.	MFG	Part Number	Description	U/I	Qty	GSA Price with IFF Fee
<b>Service Categories</b>						
1	TTI	SMD	Senior Management Director	HR	1	\$205.23
2	TTI	PGM	Program Manager	HR	1	\$144.74
3	TTI	SPM	Senior Project Manager	HR	1	\$101.31
4	TTI	PJM	Project Manager	HR	1	\$86.84
5	TTI	SPC	Senior Project Controller	HR	1	\$69.82
6	TTI	PAS	Program Administration Specialist	HR	1	\$54.30
7	TTI	PC	Project Controller	HR	1	\$48.86
8	TTI	SRC	Senior Management Consultant	HR	1	\$197.82
9	TTI	PRC	Principal Consultant	HR	1	\$174.55
10	TTI	PRA	Principal Analyst	HR	1	\$139.91
11	TTI	SAN	Senior Analyst	HR	1	\$120.62
12	TTI	AN	Analyst	HR	1	\$96.50
13	TTI	JAN	Junior Analyst	HR	1	\$77.19
14	TTI	CBA	Cost/Budget Analyst	HR	1	\$73.70
15	TTI	DVS	Data Validation Specialist	HR	1	\$69.82
16	TTI	SLS	Supply/Logistics Specialist	HR	1	\$46.55
17	TTI	SSME	Senior Subject Matter Expert	HR	1	\$120.62
18	TTI	SME	Subject Matter Expert	HR	1	\$91.67
19	TTI	TRS	Training Specialist	HR	1	\$62.06
20	TTI	SCA	Senior Contract Administrator	HR	1	\$107.50
21	TTI	CA	Contract Administrator	HR	1	\$83.07
22	TTI	QAM	Quality Assurance Manager	HR	1	\$100.85
23	TTI	QAA	Quality Assurance Analyst	HR	1	\$77.58
24	TTI	STW	Senior Technical Writer	HR	1	\$72.37
25	TTI	TW	Technical Writer	HR	1	\$53.07



**GS-35F-0400R  
IT Schedule Pricelist**

Item No.	MFG	Part Number	Description	U/I	Qty	GSA Price with IFF Fee
26	TTI	ADA	Administrative Assistant	HR	1	\$48.86
27	TTI	ADS	Administrative Support	HR	1	\$34.91
28	TTI	EGM	Engineering Manager	HR	1	\$131.88
29	TTI	SEG	Senior Engineer	HR	1	\$122.16
30	TTI	EG	Engineer	HR	1	\$87.95
31	TTI	SPE	Space Planning Engineer	HR	1	\$86.98
32	TTI	SEWD	Senior Enterprise Web Developer	HR	1	\$135.76
33	TTI	EWD	Enterprise Web Developer	HR	1	\$86.98
34	TTI	WDE	Web Development Engineer	HR	1	\$85.34
35	TTI	SGMS	Senior Graphics/Multimedia Specialist	HR	1	\$69.82
36	TTI	GMS	Graphics/Multimedia Specialist	HR	1	\$53.75
37	TTI	SAP	Senior Applications Programmer	HR	1	\$120.25
38	TTI	GISP	Geographic Information Systems Programmer	HR	1	\$112.49
39	TTI	DBP2	Database Programmer II	HR	1	\$89.21
40	TTI	HDM	Help Desk Manager	HR	1	\$85.34
41	TTI	HDS	Help Desk Specialist	HR	1	\$50.43
42	TTI	HDC	Help Desk Coordinator	HR	1	\$38.79
43	TTI	CS	Communications Specialist	HR	1	\$82.01
44	TTI	CI	Cable Installer	HR	1	\$46.55
45	TTI	NSM	Network Systems Manager	HR	1	\$100.85
46	TTI	SSWE	Senior Software Engineer	HR	1	\$77.58
47	TTI	SWE	Software Engineer	HR	1	\$65.94
48	TTI	NE	Network Engineer	HR	1	\$77.58
49	TTI	SSE	Senior Systems Engineer	HR	1	\$77.58
50	TTI	SE	Systems Engineer	HR	1	\$65.94
51	TTI	SA	Systems Administrator	HR	1	\$58.18
52	TTI	ITS	Information Technology Support	HR	1	\$54.30
53	TTI	NHS	Network/Hardware Specialist	HR	1	\$50.43



**TERMS AND CONDITIONS APPLICABLE TO WIRELESS SERVICES  
(SPECIAL ITEM NUMBER 132-53)**

**1. ACCEPTANCE TESTING**

TTI shall work with the service provider to provide acceptance procedures for ordering activity approval.

**2. EQUIPMENT**

NOT APPLICABLE

The Contractor shall make available cellular voice and data devices. The cellular devices offered shall be compatible with the cellular access standards employed within the geographical scope of contract.

The Contractor shall provide programming of any cellular telephone device, including Contractor-provided and ordering activity-furnished devices, that conforms to the cellular service furnished by the Contractor.

**3. WARRANTY**

Trofholz Technologies, Inc (TTI) provides a comprehensive warranty plan for TTI manufactured products. All hardware, software, and labor have a limited warranty. Specific warranty coverage for each service and product can be found below.

TTI's standard, limited warranty is provided at no additional charge for installation services completed by TTI or its subcontractors. This warranty is provided for repairs and replacement for in-warranty failures.

All TTI warranties are provided only to the original purchaser of the TTI products and services. The term "original purchaser" includes those end-users who purchase directly from an authorized TTI reseller. All warranties are non-transferable.

TTI will pass on to the original purchaser of products purchased from TTI or an authorized TTI reseller in connection with a TTI product, all transferable, third party manufacturer's warranties that TTI obtains.

All questions regarding warranty information should be directed to Trofholz Technologies, Inc at (916) 577-1903.

**4. MANAGEMENT AND OPERATIONS PRICING**

TTI shall provide management and operations pricing on a uniform basis, contact TTI for pricing information.

**5. TRAINING**

TTI shall provide normal commercial installation, operation, maintenance, and engineering interface training on the system. Please contact TTI for pricing information

**6. MONTHLY REPORTS**

In accordance with commercial practices, TTI may furnish the ordering activity/User with a monthly summary ordering activity report.

**7. WIRELESS SERVICE PLAN**

NOT APPLICABLE

(a) Describe the wireless service plan and eligibility requirements. Include, but not limited to, service area, monthly service charge, minutes included, etc.

(b) Describe charges, if any, for additional minutes, domestic wireless long distance, roaming, nights and weekends, etc.

(c) Describe corporate volume discounts and eligibility requirements.



**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) GS-35F-0400R.

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 \_\_\_\_\_, 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:

<b>MODEL NUMBER/PART NUMBER</b>	<b>*SPECIAL BPA DISCOUNT/PRICE</b>
_____	_____
_____	_____

(2) Delivery:

<b>DESTINATION</b>	<b>DELIVERY SCHEDULES / DATES</b>
_____	_____
_____	_____
_____	_____

(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:

<b>OFFICE</b>	<b>POINT OF CONTACT</b>
_____	_____
_____	_____
_____	_____

(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.



**GS-35F-0400R  
IT Schedule Pricelist**

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.



**BASIC GUIDELINES FOR USING  
“CONTRACTOR TEAM ARRANGEMENTS”**

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

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

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

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the 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.