

**General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List**

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

<http://www.gsadvantage.gov>

**GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

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

FPDS Code D302 IT Systems Development Services

FPDS Code D306 IT Systems Analysis Services

FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

FPDS Code D308 Programming Services

FPDS Code D310 IT Backup and Security Services

FPDS Code D311 IT Data Conversion Services

FPDS Code D317 Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)

FPDS Code D307 Automated Information Systems Design and Integration Services

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

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

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



**Newbrook Solutions, Inc.
8280 Greensboro Drive, Suite 620
McLean, VA 22102
Phone: (571) 723-1523
Fax: (703) 724-7809
www.newbrooksolutions.com**

Business Size/Status: Small

Contract Number: GS-35F-0403U



Period Covered by Contract: 05/19/08 - 5/18/2018

Prices shown herein are NET (discount deducted).

Pricelist current through Modification #0020 dated 3/20/2015.

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

TABLE OF CONTENTS

GENERAL CONTRACT INFORMATION.....	1
CONTRACT OVERVIEW	3
CONTRACT ADMINISTRATOR.....	3
MARKETING AND TECHNICAL POINT OF CONTACT.....	3
BRIEF COMPANY OVERVIEW	3
CONTRACT USE	3
CONTRACT SCOPE.....	4
SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS.....	4
INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES	5
BLANKET PURCHASE AGREEMENT	6
LABOR CATEGORY DESCRIPTIONS.....	7
HOURLY RATES FOR SERVICES.....	8

GENERAL CONTRACT INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):

Please refer to page #4 and GSA eLibrary (www.gsaelibrary.gsa.gov) for detailed SIN descriptions

132-51 / 132-51-STLOC: Information Technology (IT) Professional Services

1b. Lowest Priced Model Number and Lowest Price: Please refer to our rates on page #8

1c. Labor Category Descriptions: Please refer to page #7

2. Maximum Order: \$500,000

3. Minimum Order: \$100

4. Geographic Coverage: Domestic & Overseas

5. Point (s) of Production: Not Applicable

6. Discount from List Price: All Prices Herein are Net

7. Quantity Discounts: Not Applicable

8. Prompt Payment Terms: Net 30 days

9a. Government Purchase Card *is* accepted at or below the micro – purchase threshold.

9b. Government Purchase Card *is* accepted above the micro – purchase threshold.

10. Foreign Items: None

11a. Time of Delivery: To Be Negotiated with Ordering Agency

11b. Expedited Delivery: To Be Negotiated with Ordering Agency

11c. Overnight and 2-Day Delivery: To Be Negotiated with Ordering Agency

11d. Urgent Requirement: To Be Negotiated with Ordering Agency

12. F.O.B. Point(s): Destination

13a. Ordering Address: Newbrook Solutions, Inc.
Attn: GSA Orders
8280 Greensboro Drive, Suite 620
McLean, VA 22102

13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

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|---|---|
| 14. Payment Address: | Newbrook Solutions, Inc.
Attn: Accounts Receivable/ GSA Orders
8280 Greensboro Drive, Suite 620
McLean, VA 22102 |
| 15. Warranty Provision: | Not Applicable |
| 16. Export Packing Charges: | Not Applicable |
| 17. Terms & Conditions of Government Purchase Card Acceptance (any thresholds above the micro-purchase level): | Contact Contract Administrator |
| 18. Terms and conditions of rental, maintenance, and repair: | Not Applicable |
| 19. Terms and conditions of installation (if applicable): | Not Applicable |
| 20. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices: | Not Applicable |
| 20a. Terms and conditions for any other services (if applicable): | Not Applicable |
| 21. List of service and distribution points (if applicable): | Not Applicable |
| 22. List of participating dealers (if applicable): | Not Applicable |
| 23. Preventative maintenance (if applicable) | Not Applicable |
| 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.): | Not Applicable |
| 24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/ : | Contact Contract Administrator for more information. |
| 25. Data Universal Number System (DUNS) Number: | 152362476 |
| 26. Newbrook Solutions, Inc. is registered in the System for Award Management (SAM). | |

CONTRACT OVERVIEW

GSA awarded Newbrook Solutions, Inc. a GSA Federal Supply Schedule contract for General Purpose Commercial Information Technology Equipment, Software and Services (IT), Contract No. GS-35F-0403U. The current contract period is May 19, 2008 – May 18, 2018. GSA may exercise a total of up to two additional 5 year option periods. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

CONTRACT ADMINISTRATOR

Dustin Smithers
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MARKETING AND TECHNICAL POINT OF CONTACT

Dustin Smithers
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8280 Greensboro Drive, Suite 620
McLean, VA 22102-3853
Telephone: (571) 723-1523
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BRIEF COMPANY OVERVIEW

Newbrook Solutions provides expertise in managing, designing, implementing, testing and deploying secure systems (including those that need to meet stringent government security requirements like DCID 6/3). Our teams specialize in program management, systems engineering, and iterative development using Microsoft .NET and Java platforms to bring your web-based, client-server or Service Oriented Architecture to fruition.

Newbrook was founded under the belief that if you employ great people and give them the tools, training, and resources to succeed, the emergent behavior of the creative individuals is a solid team capable of producing breakthrough results. We have demonstrated the organizational strengths to produce exceptional results with minimal risk and low risk of cost overruns while meeting the goals of the customer.

Few companies, both and large and small, are capable of matching Newbrook's success in meeting the needs of our customer's mission domains. Newbrook is continually investing in the growth of its people through training and organizational improvements. We seek to avoid the traps into which the employees of small businesses sometimes fall. By combining a small company atmosphere with some large company processes, Newbrook will continue providing exceptional value while exceeding our customer's expectations.

CONTRACT USE

This contract is available for use by all federal government agencies, as a source for IT services, for worldwide use. Executive agencies, other Federal agencies, mixed –ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

CONTRACT SCOPE

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. Newbrook Solutions, Inc. has been awarded a contract by GSA to provide services under the following SINs:

132-51: Information Technology Professional Services

Includes resources and facilities management, database planning and design, systems analysis and design, network services, programming, conversion and implementation support, network services project management, data/records management, and other services relevant to 29CFR541.400.

NOTE: Please see the additional terms and conditions applicable to this Special Item Number (SIN) found in a separate attachment to the Solicitation. These terms and conditions do not contain specific and negotiated contractual language for this SIN. The Schedule contractor may have submitted additional information to complete the "fill-in" to the terms and conditions. The ordering activities shall request the Schedule contractors to submit these additional contract terms and conditions for this applicable SIN when responding to an order.

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

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

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

Ordering activities may request from Schedule contractors their awarded End User License Agreements (EULAs) or Terms of Service (TOS) Agreements, which will assist the ordering activities with reviewing the terms and conditions and additional products and services and prices which, may be included.

**INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON
GSA SCHEDULE HOURLY RATES**

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that Newbrook Solutions, Inc. meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide IT services, follow these simple steps:

Orders under the Micro-Purchase Threshold (\$3,000)
<ul style="list-style-type: none"> Select the contractor best suited for your needs and place the order.
Orders in-between the Micro-Purchase Threshold (\$3,000) and the Simplified Acquisition Threshold (\$150,000)
<ul style="list-style-type: none"> Prepare a SOW or Performance Work Statement (PWS) in accordance with FAR 8.405-2(b). Prepare and send the RFQ (including SOW and evaluation criteria) to at least three GSA Schedule contractors. Evaluate, then make a "Best Value" determination. <p>Note: The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>
Orders over the Simplified Acquisition Threshold (\$150,000)
<ul style="list-style-type: none"> Prepare the RFQ (including the SOW and evaluation criteria) and post on eBuy to afford all Schedule contractors the opportunity to respond, or provide the RFQ to as many Schedule contractors as practicable, consistent with market research, to reasonably ensure that quotes are received from at least three contractors. Seek price reductions. Evaluate all responses and place the order, or establish the BPA with the GSA Schedule contractor that represents the best value (refer to FAR 8.405-2(d)). <p>Note: The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>

<p>Developing a Statement of Work (SOW)</p> <p>In the SOW, include the following information:</p> <ul style="list-style-type: none"> Work to be performed, Location of work, Period of performance; Deliverable schedule, and Special standards and any special requirements, where applicable. 	<p>Preparing a Request for Quote (RFQ)</p> <ul style="list-style-type: none"> Include the SOW and evaluation criteria; Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order; If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection. May be posted on GSA’s electronic RFQ system, e-Buy
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For more information related to ordering services, go to <http://www.gsa.gov/schedules-ordering> and click “Ordering Information”. Also see summary guidelines in the [Multiple Award Schedule \(MAS\) Desk Reference Guide, Ordering Procedures](#).

BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g. estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.

LABOR CATEGORY DESCRIPTIONS

Position: Project Manager

At least seven (7) years of applicable experience in managing programs. Must be able to resolve technical, managerial, and administrative problems and exercise independent judgment. Duties include but are not limited to assisting in managing the overall program schedule, budget, risks, and performance of staff related to the project. Education requirement is bachelor's degree or equivalent.

Position: Technician III

At least five (5) plus years demonstrated performance in related technology. Experienced in topics such as complex networks, cross-platform integration and large-scale, complex systems design and implementation. Works to support the client to ensure development, analysis or deployment remains on schedule and in line with the current capabilities and future directions. Education requirement is bachelor's degree or equivalent.

Position: Systems Engineer III

At least five (5) years of applicable experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Education requirement is bachelor's degree or equivalent.

Position: Software Engineer III

At least five (5) years of applicable experience performing software engineering tasks relative to the design and development of new or existing software. Duties include but are not limited to reviewing requirements, reviewing software design, and general software programming as instructed. Education requirement is bachelor's degree or equivalent.

Position: System Analyst II

At least four (4) years of applicable experience analyzing requirements of information systems. Must be proficient in translating complex requirements into technical specifications from which system design can be accomplished. Education requirement is bachelor's degree or equivalent.

**HOURLY RATES FOR SERVICES
SIN 132-51 / 132-51STLOC**

Labor Category	GSA Rate w/IFF
Project Manager	\$121.24
Technician III	\$153.00
Systems Engineer III	\$128.11
Software Engineer III	\$103.43
System Analyst II	\$96.54