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MAXIMUMQUESTGROUP

**Federal Supply Service
Information Technology Schedule 70**

Authorized FSS Schedule Price List

Contract Number: GS-35F-0458T

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

Special Item No. 132-51 Information Technology Professional Services

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 D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

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

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

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

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Largo, Maryland 20774
(301) 583-4639
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General Services Administration
Federal Supply Service

Contract Number: GS-35F-0458T

Period Covered by Contract: 11 June 2007 thru 10 June 2012

Pricelist current through Modification # _____, dated _____.

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/>

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

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. Geographic Scope of Contract: The geographic scope of the contract is the 48 contiguous states and the District of Columbia.

2. Contractor's Ordering Address and Payment Information:

Maximum Quest Group, Inc
12138 Central Avenue
PMB 320
Mitchellville, Maryland 20721

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

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance: Phone: (301)583-4639. Credit Cards are accepted.

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 activity Completion of Standard Form 279:
Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 138440875
Block 30: Type of Contractor – Small Disadvantaged Business
Block 31: Woman-Owned Small Business - No
Block 36: Contractor's Taxpayer Identification Number (TIN): 52-2211988
 - 4a. CAGE Code: 3LYA6
 - 4b. Contractor has registered with the Central Contractor Registration Database.
5. FOB Destination.
6. DELIVERY SCHEDULE
 - a. TIME OF DELIVERY: 30 Days
 - b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies 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 agency, 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 - Net 30 days from receipt of invoice date
 - b. Quantity. No Quantity Discounts
 - c. Dollar Volume: 8% if delivery order is greater than \$1,000,000.00 for a total discount of 10.75%.
 - d. Government Educational Institutions: No Educational Discounts
8. Trade Agreements Act of 1979, as amended:
All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.
9. Statement Concerning Availability of Export Packing: Not Applicable
10. Small Requirements: The minimum dollar value of orders to be issued is \$100.00.
11. Maximum Order (All dollar amounts are exclusive of any discount for prompt payment.)
 - a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 132-51 - Information Technology (IT) Professional Services
12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

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

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

13. **FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:** Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

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

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

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

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

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

- (c) **Certifications, Licenses and Accreditations:** As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) **Insurance:** As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

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

16. **GSA Advantage!**

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

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

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

17. PURCHASE OF OPEN MARKET ITEMS

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

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

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

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

Not within the scope of this contract

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is

expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s)

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

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

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

23. SECTION 508 COMPLIANCE.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: [http:// www.hpri.net](http://www.hpri.net)

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

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

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program.

Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

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

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

1. SCOPE

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

2. PERFORMANCE INCENTIVES

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

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

d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT SERVICES AND PRICING

Commercial Job Title: Principal Program Manager

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Organizes, directs, and manages contract operation support functions, involving multiple, complex and inter-related project tasks. (b) Manages teams of contract support personnel at multiple locations. (c) Maintains and manages the client interface at the senior levels of the client organization. (d) Meets with customer and contractor personnel to formulate and review task plans and deliverable items. (e) Ensures conformance with program task schedules and costs (f) Manages multiple project teams, (g) Manages Profit and Loss (P&L) cost controls of program, (h) Ensures compliance with customer/organization regulatory and/or policy guidance, (i) Ensures the program team is aligned to customers mission and objectives.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Sr. System Architect

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Architect, design, develop and implement efficient and effective system solutions to meet the business and client needs. (b) Translates high-level business requirements into effective design architectures using advancing solution technology. (c) Provides analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements to provide an integrated IT solution. (d) Experienced in software and system engineering, implementation methodologies, and testing. (e) Experienced in Enterprise Architectures and Enterprise Architecture transformations. (f) Ability to assume a responsible role in

the development, sustainment, and/or enhancement of enterprise level disparate systems in multi mission orientated environments. (g) Review, Designs, and Develops system infrastructures towards flexible architectures in accordance with the clients Enterprise Architecture. (h) Develops integrated system test requirement, strategies, devices and systems. (i) Directs overall system level testing

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Technical Expert V

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, or the various sciences. (b) Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. (c) Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. (d) Applies principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Senior Information Engineer

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Develops information retrieval solutions to support client requirements for specified domain subjects, using information retrieval software languages and automated text analysis and extraction techniques, (b) Uses analytical tools to research products, and solutions to meet customer requirements.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Applications Developer

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Designs, develops, enhances, debugs, and implements software using leading industry technologies and programming language. Troubleshoots production problems related to software applications. (b) Researches, tests, builds, and coordinates the conversion and/or integration of new products based on client requirements. (c) Designs and develops new software products or major enhancements to existing software. (d) Addresses problems of systems integration, compatibility, portability, and multiple/disparate platforms. (e) Consults with project teams and end users to identify application functional/enhancement requirements. (f) Performs feasibility analysis on potential future projects to management. (g) Assists in the evaluation and recommendation of application software packages, application integration and testing tools. (h) Resolves problems with software and responds to suggestions for improvements and enhancements. (i) Acts as team leader on projects. (j) Instructs, assigns, directs, and checks the work of other software developers on development team. (k) Participates in development of software user manuals.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Applications/Systems Analyst

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: a) Formulates/defines system scope and objectives. (b) Analyzes, Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. (c) Prepares detailed specifications for programs or systems. (d) Assists in the design, development, testing, implementation, and documentation of new software and enhancements of existing applications. (d) Works with project managers, developers, and end users to ensure application designs meet business requirements. (e) Formulates/defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. (f) Designs, codes, tests, debugs, and documents those programs. (g) Provides overall operating or application system support, such as sophisticated file maintenance routines, data services, large telecommunications

networks, computer accounting, and advanced mathematical/scientific software packages. (h) Assists all phases of software systems programming applications. (i) Evaluates new and existing software products.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Principle Software Architect

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Architect, design, develop and implement efficient and effective software solutions to meet the business and client needs. (b) Translates high-level business requirements into effective design architectures using advancing solution technology. (c) Experienced in software and system engineering, implementation methodologies, and testing. (d) Experienced in Enterprise Architectures and Enterprise Architecture transformations. (e) Ability to assume a responsible role in the development, sustainment, and/or enhancement of enterprise level disparate software/systems in multi mission orientated environments. (f) Review, Designs, and Develops software and systems towards flexible architectures in accordance with the clients Enterprise Architecture.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Data Specialist

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility:

(a) Applies knowledge of analysis and design techniques to application being supported as it relates to data extraction and manipulation. (b) Ability to support complex computer applications in a broad area. (c) Requires competence in all phases of data analysis techniques, concepts, methods, and knowledge of available data as it relates to the software, hardware, and regulations. (d) Understands an application processes and management practices of one or more subject matter specialties. (e) Has the ability to recognize and identify data and metadata requirements.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Data Warehouse Specialist

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Coordinates the data administration technical function for both data warehouse development and maintenance. (b) Facilitates change control, problem management, and communication among data architects, programmers, analysts, and engineers. (c) Establishes and enforces processes to ensure a consistent, well managed, and well-integrated data warehouse infrastructure.(d) Analyzes and identifies data and metadata requirements. (e)Defines user requirements and database design specifications. (f)Designs, implements, and supports data warehousing requirements. Implements business rules via stored procedures, middleware, or other technologies. (g)Provides product support and maintenance of the data warehouse. (h) Performs data warehouse design and construction. (i)Prepares/implements data verification and testing methods for the data warehouse.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Information Security Specialist

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Determines enterprise information assurance and security standards. (b) Develops and implements information assurance/security standards and procedures. (c) Coordinates, develops, and evaluates security programs for an organization. Recommends information assurance/security solutions to support customers' requirements. (d) Identifies, reports, and resolves security violations. (e) Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. (f) Supports customers at the highest levels in the development and implementation of doctrine and policies. (g) Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. (h) Performs analysis, design, and development of security features for system architectures. (i)Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. (j)Designs, develops, engineers, and implements solutions that meet security requirements. (k) Provides integration and implementation of the computer system security solution. (l) Analyzes

general information assurance-related technical problems and provides basic engineering and technical support in solving these problems. (m) Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. (n) Ensures that all information systems are functional and secure.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Principal Software Engineer

Minimum/General Experience: Must have 6 years of experience in the IT field. At least 3 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Provides analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements to provide an integrated IT solution. (b) Develops integrated system test requirement, strategies, devices and systems. (c) Directs overall system level testing. (a) Formulates/defines system scope and objectives. (b) Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. (c) Prepares detailed specifications for programs. Assists in the design, development, testing, implementation, and documentation of new software and enhancements of existing applications. (d) Works with project managers, developers, and end users to ensure application designs meet business requirements. (e) Formulates/defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. (f) Designs, codes, tests, debugs, and documents those programs. (g) Provides overall operating system, such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages. (h) Assists all phases of software systems programming applications. (i) Evaluates new and existing software products.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Senior Business Analyst

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Formulates and defines systems scope and objectives based on both user needs and a thorough understanding of business systems and industry

requirements. (b) Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operation time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirements specifications. (c) Provides consultation on complex projects and is considered to be the top level contributor/specialist of most phases of systems analysis, while considering the business implications of the application of technology to the current and future business environment.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Training Specialist

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. (b) Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. (c) Develops and revises training courses. (d) Prepares training catalogs and course materials. (e) Trains personnel by conducting formal classroom courses, workshops, and seminars.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Implementation Specialist

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Executes implementation processes of business review, data extraction, configuration and set-up, test, and deployment of solutions. (b) Conducts 100% due diligence prior to executing implementation process. (c) Analyze and customize implementation processes in very large complex roll outs. (d) Identify problems within a setup and multi task in a fast paced environment. (e) Create and synchronize documentation and training materials across multiple teams, locations, and project phases. (f) Establish multi capable deployment options that are suited to varied organizational infrastructures. (g) Increase user acceptance of the solution offerings by

providing high quality training materials, instruction and job aids resulting in decreased support costs, and enhanced end user productivity. (h) Perform fundamental transformation of core business processes across the enterprise to align with the best practices, operational behavior of the applications without customizing the applications. (i) Properly prepare detailed process steps to use in a mixed deployment and operational status. (j) Validates operational readiness prior to deployment/go live to production state. (k) Perform, monitor and control implementation activities and tasks; report status of activities and tasks; resolve training and implementation issues to meet established project baseline milestones and deliverables. (l) Act as liaison between functional and technical teams. (j) Be accountable for earned value management of all work performed and meeting established project scope, schedule, cost and quality criteria. (k) Focus on team priorities and results and project goals before individual gain as outlined in the Project Management Plan or determined by the Project Manager.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Test Engineer

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Evaluates, recommends, and implements automated test tools and strategies. (b) Designs, implements, and conducts test and evaluation procedures to ensure system requirements are met. (c) Develops, maintains, and upgrades automated test scripts and architectures for application products. (d) Also writes, implements, and reports status for system test cases for testing. (e) Analyzes test cases and provides regular progress reports. (f) Serves as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications. (f) Directs and/or participates in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Senior Web Developer

Minimum/General Experience: Must have 7 years of experience in the IT field. At least 5 years of combined new or related older technical experience in the IT field directly related to the required area of expertise..

Functional/Responsibility: (a) Designs, develops, enhances, debugs, and implements web solutions using leading industry technologies and programming language. Troubleshoots production problems related to front end web solutions and back end software applications. (b) Researches, tests, build, and coordinate the conversion and/or integration of new products based on client requirements. (c) Designs and integrates new software products into web interface or major enhancements to existing software based interfaces. (d) Addresses problems of systems integration, compatibility, portability, and multiple/disparate platforms. (e) Consults with project teams and end users to identify web application functional/enhancement requirements. (f) Performs feasibility analysis on potential future projects to management. (g) Assists in the evaluation and recommendation of web design, enhancement, and functional delivery, application software packages, application integration and web testing tools. (h) Resolves problems with user web interfaces and experience. (i) Responds to suggestions for improvements and enhancements. (j) Acts as team leader on projects. (j)Instructs, assigns, directs, and checks the work of other software developers on development team. (k)Participates in development of software user manuals

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Database Admin / Tester

Minimum/General Experience: Must have 3 years of experience in the IT field. At least 2 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Provides all activities related to the administration of computerized databases. (b) Projects long-range requirements for database administration and design in conjunction with other managers in the information systems function. (c) Designs, creates, and maintains databases in a client/server environment. (d) Conducts quality control and auditing of databases in a client/server environment to ensure accurate and appropriate use of data. (e) Designs, implements, and maintains complex databases with respect to JCL, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. (f) Applies knowledge and experience with database technologies, development methodologies, and front-end (e.g., COGNOS, Business Objects)/back-end programming languages (e.g. SQL). (h) Performs database programming and supports systems design.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Network/System Administrator

Minimum/General Experience: Must have 3 years of experience in the IT field. At least 2 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Provides technical guidance for directing and monitoring information systems operations. Designs, builds, and implements network systems. (b) Directs compilation of records and reports concerning network operations and maintenance. Troubleshoots network performance issues. Analyzes network traffic and provides capacity planning solutions. (c) Monitors and responds to complex technical control facility hardware and software problems. Interfaces with vendor support service groups to ensure proper escalation during outages or periods of degraded system performance. (d) Manages the purchase, testing, installation, and support of network communications, including LAN/MAN/WAN systems. (e) Performs system-level design and configuration of products including determination of hardware, OS, and other platform specifications. (f) Provides assistance and oversight for all information systems operations activities, including computer and telecommunications/communications operations, data entry, data control, LAN/MAN/WAN administration and operations support, operating systems programming, system security policy procedures, and/or web strategy and operations. (g) Monitors and responds to hardware, software, and network problems. (h) Troubleshoots network systems when necessary and makes improvements to the network

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

Commercial Job Title: Documentation Specialist

Minimum/General Experience: Must have 5 years of experience in the IT field. At least 3 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses. (b) Coordinates the display of graphics and the production of the document. (c) Ensures content is of high quality and conforms with standards

Minimum Education: BA or BS in Technology Writing, English, Business or other related technical discipline

Commercial Job Title: Web Designer

Minimum/General Experience: Must have 3 years of experience in the IT field. At least 2 years of combined new or related older technical experience in the IT field directly related to the required area of expertise.

Functional/Responsibility: (a) Designs and builds web pages using a variety of graphics software applications, techniques, and tools. (b) Designs and develops user interface features, site animation, and special-effects elements. Contributes to the design group's efforts to enhance the look and feel of the organization's online offerings. (c) Designs the website to support the organization's strategies and goals relative to external communications.

Minimum Education: BA or BS in Information Technology, Engineering, Business or other related scientific or technical discipline

AUTHORIZED FSS SCHEDULE PRICE LIST

	Commercial Labor Category	6/2007 – 6/2012
	Rates include IFF (0.75%)	
A	Principal Program Manager	\$166.50
B	Senior System Architect	\$163.30
C	Technical Expert V	\$160.80
D	Senior Information Engineer	\$146.00
E	Application Developer	\$122.50
F	Application System Analyst	\$122.50
G	Principal Software Architect	\$122.50
H	Data Specialist	\$109.70
I	Data Warehouse Specialist	\$109.70
J	Information/Security Specialist	\$109.70
K	Principal Software Engineer	\$108.70
L	Senior Business Analyst	\$98.80
M	Training Specialist	\$98.00
N	Implementation Specialist	\$98.00
O	Test Engineer	\$98.00
P	Senior Web Developer	\$89.30
Q	Database Admin/Tester	\$89.20
R	Network/System Admin	\$78.90
S	Documentation Specialist	\$74.60
T	Web Designer	\$69.60

USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS

MAXIMUM QUEST GROUP, INC provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

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

Cedric Lewis Phone (301)583-4639, Fax: (301) 809-2910

BEST VALUE
 BLANKET PURCHASE AGREEMENT
 FEDERAL SUPPLY SCHEDULE

MAXIMUM QUEST GROUP, INC

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

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

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

Signatures

 Agency Date

 MAXIMUM QUEST GROUP, INC. Date

BPA NUMBER _____

(CUSTOMER NAME)
 BLANKET PURCHASE AGREEMENT

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

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

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

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

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

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

BASIC GUIDELINES FOR USING
“CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency 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 customer's 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.