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!®, a menu-driven database system. 
The INTERNET address GSA Advantage!® is: GSAAdvantage.gov.

Schedule for - Multiple Award Schedule (MAS) 
Federal Supply Group: MAS 
Contract Number:  GS-35F-0472W

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov

Contract Period: June 4, 2020 through June 3, 2025

Intellix Solutions, LLC
29 Chestnut Place
Danville, CA 94506
(925) 415-1053
www.intellixs.com

Pricelist current through Modification #P0-0018, dated May 13, 2020.
CUSTOMER INFORMATION

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151HEAL</td>
<td>54151HEALRC</td>
<td>Health Information Technology Service</td>
</tr>
<tr>
<td>54151S</td>
<td>54151SRC</td>
<td>Information Technology Service</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Domestic only

5. Point(s) of production (city, county, and state or foreign country): Same as company address


7. Quantity discounts: an additional 2.0% for Task Orders over $50K.

8. Prompt payment terms: Net 30 days. Note: Prompt payment terms must be followed by the statement "Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions."

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will accept

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor

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

13a. Ordering Address(es): Same as Contractor
13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address(es): Same as company address

15. Warranty provision.: Contractor’s standard commercial warranty.

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor

18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

19. Terms and conditions of installation (if applicable): N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

20a. Terms and conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventive maintenance (if applicable): N/A

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). N/A

24b. If applicable, indicate that 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.

25. Data Universal Numbering System (DUNS) number: 845958318

26. Notification regarding registration in System for Award Management (SAM) database. Registered
## INTELLIX SOLUTIONS, LLC GSA LABOR CATEGORIES AND RATES

<table>
<thead>
<tr>
<th>Labor Category Title</th>
<th>GSA Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive/Strategy Consultant</td>
<td>$194.79</td>
</tr>
<tr>
<td>Program Manager, Sr.</td>
<td>$183.04</td>
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<tr>
<td>Program Manager</td>
<td>$149.45</td>
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<tr>
<td>Project Manager, Sr.</td>
<td>$144.42</td>
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<td>Project Manager</td>
<td>$129.30</td>
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<tr>
<td>Technology Consultant III</td>
<td>$147.77</td>
</tr>
<tr>
<td>Technology Consultant II</td>
<td>$119.23</td>
</tr>
<tr>
<td>Health Systems SME III</td>
<td>$147.77</td>
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<tr>
<td>Health Systems SME II</td>
<td>$134.34</td>
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<tr>
<td>Systems Engineer II</td>
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<tr>
<td>Systems Analyst III</td>
<td>$147.77</td>
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<td>Systems Analyst II</td>
<td>$134.34</td>
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<tr>
<td>Network Engineer III</td>
<td>$122.59</td>
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<tr>
<td>Security Analyst II</td>
<td>$114.19</td>
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<tr>
<td>Integration Specialist III</td>
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<tr>
<td>Integration Specialist II</td>
<td>$130.98</td>
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<tr>
<td>Applications/Database Engr III</td>
<td>$124.27</td>
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<tr>
<td>Business Analyst III</td>
<td>$124.27</td>
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<tr>
<td>QA/Testing Analyst III</td>
<td>$124.27</td>
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<tr>
<td>QA/Testing Analyst I</td>
<td>$89.00</td>
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<tr>
<td>HIT Analytics/BI Specialist</td>
<td>$164.58</td>
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<tr>
<td>HIT Clinical Business Analyst</td>
<td>$116.71</td>
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<tr>
<td>HIT Clinical Applications Specialist</td>
<td>$139.65</td>
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<tr>
<td>HIT Data Analyst</td>
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<tr>
<td>HIT Clinical SME</td>
<td>$199.50</td>
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<tr>
<td>HIT Data/Reporting Specialist</td>
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<tr>
<td>HIT EHR Specialist</td>
<td>$139.65</td>
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<tr>
<td>HIT BMET/Equipment Technician</td>
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<tr>
<td>HIT EHR Technical Lead</td>
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<tr>
<td>HIT Financial Specialist</td>
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<td>HIT Implementation Manager</td>
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<td>HIT Implementation Specialist</td>
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<td>HIT Integration Manager</td>
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</tr>
<tr>
<td>Executive/Strategy Consultant</td>
<td>$194.79</td>
</tr>
</tbody>
</table>
The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories/services have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the contractor adds SCA labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

INTELLIX SOLUTIONS, LLC GSA LABOR CATEGORY DESCRIPTIONS

Executive/Strategy Consultant

**Minimum Experience:**
- 10+ years of specialized experience in the areas of strategic planning, enterprise-level business assessment, business case development, or related functions.

**Functional Responsibilities:**
- Lead strategic technology initiatives to optimize long-term success of large organizations.
- Devise cost-effective technology solutions driving major productivity and ROI improvements.
- Build superior IT teams to effectively manage growth while meeting all performance and compliance goals.
- Manage multi-million dollar budgets.
- Lead technical and business transformation activities and develop future state models to support enterprise-wide, multi-facility installations.
- Provide internal and external business strategies for organizations and their customers.
- Assist in developing staffing and skill requirements to meet customer needs, as well as industry direction.
- Consult and serve as acting CIO/CTO for customer organizations that require senior level experience.

**Minimum Education:**
- Requires a Masters degree in Business, Computer Science, Information Systems, Engineering or related discipline.

Program Manager, Sr.

**Minimum Experience:**
- 10+ years experience in managing projects and possess thorough understanding of IT industry.
- Solid IT Background, knowledge of business workflows, and strong experience in managing customer and vendor relationships.

**Functional Responsibilities:**
- Independently oversee planning and execution of projects related to one or more programs.
- Manage budget, timelines, deliverables, and build teams for project implementation.
- Analyze and improve business workflows, build processes, and create efficiencies for staff.
- Manage scope and project plan, and lead meetings and presentations in support of project.

**Minimum Education:**
- Requires a Masters degree in Business, Computer Science, Information Systems, Engineering or related discipline.

Program Manager

**Minimum Experience:**
- 6-10 years experience in managing projects and possess thorough understanding of IT industry.
- Strong knowledge of business workflows and experience in managing customer and vendor relationships.
Functional Responsibilities:

- Oversee planning and execution of projects related to one or more programs.
- Manage budget, timelines, deliverables, and build teams for project implementation.
- Analyze and improve business workflows, build processes, and create efficiencies for staff.
- Manage scope and project plan, and lead meetings and presentations in support of project.

Minimum Education:

- Requires a Masters degree in Business, Computer Science, Information Systems, Engineering or related discipline.

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**Project Manager, Sr.**

**Minimum Experience:**

- Must have 8+ years of project management experience.
- PMP certification is highly desirable.

**Functional Responsibilities:**

- Responsible for all aspects of the development and implementation of projects.
- Defines project scope and objectives.
- Develops detailed work plans, schedules, project estimates, resource plans, and status reports.
- Conducts project meetings and is responsible for project tracking and analysis.
- Ensures adherence to quality standards and reviews project deliverables.
- Provides technical and analytical guidance to project team.
- Recommends and takes action to direct the analysis and solutions of problems.

Minimum Education:

- Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related discipline.

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**Project Manager**

**Minimum Experience:**

- 4-7 years of project management experience required.
- PMP certification preferred.

**Functional Responsibilities:**

- Defines project scope and objectives.
- Develops detailed work plans, schedules, project estimates, resource plans, and status reports.
- Conducts project meetings and is responsible for project tracking and analysis.
- Ensures adherence to quality standards and reviews project deliverables.
- Provides technical and analytical guidance to project team.
- Recommends and takes action to direct the analysis and solutions of problems.

Minimum Education:

- Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related discipline.

---

**Technology Consultant III**

**Minimum Experience:**

- 10+ years experience in managing IT centric projects including infrastructure, networking, or application development.
- Strong information technology background and experience in managing projects with complex implementations.
- Thorough understanding of IT software development lifecycle and solid experience in managing large teams of developers, infrastructure, and technical personnel.
- Strong information technology background and experience in managing projects with complex implementations.
• Experience preferred in Data Center Build out along with knowledge of governance and remediation.

• Experience in technology project management and budget control desirable.

Functional Responsibilities:

• Responsible for managing all aspects of complex information technology initiatives, including enterprise architecture, system design and development, network architecture design and infrastructure build out for facilities and buildings.

• Provides technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems.

Minimum Education:

• Requires a Masters degree in Business, Computer Science, Information Systems, Engineering or related discipline.

---

Technology Consultant II

Minimum Experience:

• 5-8 years experience in managing IT centric projects including infrastructure, networking, or application development.

• Thorough understanding of IT software development lifecycle and solid experience in managing large teams of developers, infrastructure, and technical personnel.

• Strong information technology background and experience in managing projects with complex implementations.

• Experience in transitioning departments to new application platforms and workflows.

• Knowledge of e-Commerce 3-tier build out, support and management plus operations management experience.

• Experience preferred in Data Center Build out along with knowledge of governance and remediation.

• Experience in technology project management and budget control desirable.

Functional Responsibilities:

• Responsible for leading all aspects of complex information technology initiatives, including enterprise architecture, system design and development, network architecture design and infrastructure build out for facilities and buildings.

• Provides technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems.

Minimum Education:

• Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related discipline.

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Health Systems SME III

Minimum Experience:

• 10+ years of specialized experience in the health sector and a solid foundation in technology and business project management.

• Solid experience in clinical project management, requirements gathering, scope documentation, technology and vendor selection, workflow documentation, data analysis, and release management.

• Strong experience in clinical software implementation specializing in inpatient and ambulatory electronic health records and clinical applications.

• Experience in nursing management and staff nursing in specialties such as ED, Urgent Care, OR, Critical Care, Labor and Delivery.

• Strong ability to bridge communication between clinical end users and technical programmers.

• Must have successfully managed builds for large, complex installations.

• Strong communication and presentation skills.

Functional Responsibilities:

• Provides leadership and expert knowledge and advice on highly complex technical and business reengineering initiatives that focus on public health systems development and business transformation.

• Performs analysis of highly specialized health sector applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems.
Minimum Education:

- Masters degree in Business, Computer Science, Information Systems, Engineering or related discipline.

Health Systems SME II

Minimum Experience:

- 5-7+ years of specialized experience in the health sector and a solid foundation in technology and business project management.
- Solid experience in clinical project management, requirements gathering, scope documentation, technology and vendor selection, workflow documentation, data analysis, and release management.
- Strong experience in clinical software implementation specializing in inpatient and ambulatory electronic health records and clinical applications.
- Experience in nursing management and staff nursing in specialties such as ED, Urgent Care, OR, Critical Care, Labor and Delivery.
- Strong ability to bridge communication between clinical end users and technical programmers.
- Must have successfully managed builds for large, complex installations.
- Strong communication and presentation skills.

Functional Responsibilities:

- Provides leadership and expert knowledge and advice on highly complex technical and business reengineering initiatives that focus on public health systems development and business transformation.
- Performs analysis of highly specialized health sector applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems.

Minimum Education:

- Bachelors degree in Business, Computer Science, Information Systems, Engineering or related discipline.

Systems Engineer II

Minimum Experience:

- 5+ years of experience in IT with knowledge of business workflows, systems engineering and life cycle management.
- Experience in project planning with ability to communicate effectively with business and technical teams.
- Understanding of system and application integration.
- Strong experience in change control and knowledge of testing tools.
- Ability to manage and resolve issues.
- Knowledge of IT best practices and ability to think outside the box.
- Experience in leading teams in cutover activities preferred.
- Knowledge of system limitations, and configuration of applications to meet operational needs.

Functional Responsibilities:

- Performs analysis of problems within existing software.
- Supports the design/implementation of new systems/networks and enhancement of existing applications.
- Participates in analysis, design and new construction of next generation IT applications.
- Assesses the needs of customers in comparison to the capabilities of commercially available IT products.
- Develops requirements and specifications that will facilitate customization and implementation by the development team, using open source, custom code and commercial off-the-shelf products, as appropriate.

Minimum Education:

- Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related training and technical certifications.
Systems Analyst III

**Minimum Experience:**
- 10+ years of broad based IT experience.

**Functional Responsibilities:**
- Provides high-level expertise in information modeling, requirement analysis and facilitation using methodologies such as Integrated DEFinition (IDEF) or related techniques.
- Performs analysis to develop fully attributed logical and physical information (data) and business process models following IDEF methodologies.
- Gather requirements using facilitation techniques in order to collect and define data.
- Processes requirements necessary to support complex large scale and/or decision support systems.
- Uses modeling tools and repositories to effectively and efficiently define and manage the gathering/dissemination of data and business process requirements.
- Use information gathered to develop database specifications.
- Designs relational database schemas to support large-scale, mid-tier clients/server, or web-based applications.
- Provides technical guidance in software engineering techniques and automated support tools.
- Applies an enterprise-level set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise.

**Minimum Education:**
- Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related training and technical certifications.

Systems Analyst II

**Minimum Experience:**
- 5-7+ years of broad based IT experience

**Functional Responsibilities:**
- Provides high-level expertise in information modeling, requirement analysis and facilitation using methodologies such as Integrated DEFinition (IDEF) or related techniques.
- Performs analysis to develop fully attributed logical and physical information (data) and business process models following IDEF methodologies.
- Gather requirements using facilitation techniques in order to collect and define data.
- Processes requirements necessary to support complex large scale and/or decision support systems.
- Uses modeling tools and repositories to effectively and efficiently define and manage the gathering/dissemination of data and business process requirements.
- Use information gathered to develop database specifications.
- Designs relational database schemas to support large-scale, mid-tier clients/server, or web-based applications.
- Provides technical guidance in software engineering techniques and automated support tools.
- Applies an enterprise-level set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise.

**Minimum Education:**
- Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related training and technical certifications.

Network Engineer III
Minimum Experience:

- 10+ years experience required in performing complex technical analysis of software, hardware, and network systems.
- 10 years experience in an enterprise networking environment.
- Experience with design of digital/analog networks, and evaluation of network services/technology for current and future network development.
- Demonstrates advanced understanding of WAN/LAN internetworking design elements including cost versus performance tradeoffs, protocol interoperability, network architecture development, and requirements for testing/proof of concept. Has advanced knowledge of platform operation systems (router, platforms, LAN, WAN, and router protocols) and how they interact with the network.
- Expert knowledge of platform operating systems (router platforms, LAN, WAN, and router protocols) and how they interact with the network.
- Familiar with enterprise support tools such as NetScout, CiscoWorks, Airwave Wireless Mgmt Systems, Cisco WLS, AirMagnet, NetScout Sniffer, Voyence, Entuity.

Functional Responsibilities:

- Plans, designs, and implements networked systems, including configurations, supporting/troubleshooting network problems and coordinating with vendors for installation of such items as routers, bridges, concentrators and switches.
- Conducts analysis, prepares reports, and works on project implementation.
- May serve as technical liaison with vendors.
- With minimal direction, applies principles, theories, and concepts, as well as knowledge of related discipline.

Minimum Education:

- Requires related training and technical certifications.

---

**Business Analyst III**

Minimum Experience:

- 8+ years of business analysis experience with strong understanding of business issues and data challenges of client's organization and industry.
- Basic understanding in the areas of network, database and system design.
- Understands Internet, Intranet, Extranet and client/server architectures.
- Understands how legacy and web-based systems interface with each other.

Functional Responsibilities:

- Independently reviews and edits requirements, specifications, business processes and recommendations related to proposed solution.
- Develops/Assist functional specifications and system design specifications for client engagements.
- Leads facilitation of team and client meetings and delivers well-organized presentations.
- Suggests areas for improvement in internal processes along with possible solutions.
- Leads internal teams/task forces.

Minimum Education:

- Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related discipline.

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**Security Analyst II**

Minimum Experience:

- 10+ years of experience in information systems security.

Functional Responsibilities:

- Analyzes and defines security requirements for Multilevel Security (MLS) issues.
- Designs, develops, engineers, and implements solutions to MLS requirements.
- Responsible for the implementation and development of the MLS plans and processes.
• Gathers and organizes technical information about an organization's mission, goals and needs, existing security products, and ongoing programs in the MLS arena.
• Performs risk analyses which also includes risk assessment, mitigation and contingency planning.
• Develops and maintains information security policies, procedures and control techniques in accordance with FISMA.
• Conducts Critical Infrastructure Protection (CIP) and Continuity of Operations Planning (COOP) Coordination.
• Review, analyze and recommend compliance and education (i.e., training, privacy, contract language, contract oversight) policies, procedures and controls, based on review and analysis of FISMA, HHS, OMB, NIST, and other guidance.

**Minimum Education:**

• Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related training and technical certifications.

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**Integration Specialist III**

**Minimum Experience:**

• 10+ years experience in technical projects along with in-depth knowledge of industry. Completely understands integration of technical and business systems.
• Thorough conceptual knowledge of how applications and systems integrate with legacy or other systems. Strong experience in working with system interfaces.
• Strong experience with interface programming and understanding of programming concepts.
• 10+ years of experience in IT with knowledge of industry and business workflows.
• Knowledge of financial, business, and systems integrated practice management workflows.
• Experience in multiple platforms along with knowledge in IT infrastructure.
• 10+ years experience in project planning with ability to communicate effectively with business providers and technical team.
• Certified in related vendor modules.
• 10+ years experience in implementation of application systems.
• Understanding of integration points between application package and ancillary systems.
• Strong experience in change control and knowledge of testing tools.
• Ability to manage and resolve issues.
• Knowledge of IT best practices and ability to think outside the box.
• Prior experience in leading build/ configuration teams and cutover activities which include coordinating with several teams to prepare for go-live.
• Knowledge of system limitations, and configuration of applications to meet operational needs.

**Functional Responsibilities:**

• Provides leadership and oversight of systems engineering, integration and implementation projects, including all hardware, software, middleware and communications solutions.
• Establishes system information requirements using the analysis from information engineers, systems analysts and systems engineers in the implementation and integration of enterprise-wide or large-scale information systems.
• Reviews and validates system architecture solutions to include the software, hardware, and communications to support the total integrated solution requirements.
• Performs analysis of present and future cross-functional and cross-platform requirements and interfaces to ensures that the systems are compatible and in compliance with applicable standards for open systems architectures, and related reference models.

**Minimum Education:**

• Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering and related training and technical certifications.

---

**Integration Specialist II**

**Minimum Experience:**

• 5+ years experience in technical projects along with in-depth knowledge of industry.
- Conceptual knowledge of how applications and systems integrate with legacy or other systems.
- Strong experience in working with system interfaces.
- Strong experience with interface programming and understanding of programming concepts.
- 4+ years of experience in IT with knowledge of industry and business workflows.
- Knowledge of financial, business, and systems integrated practice management workflows.
- Experience in multiple platforms along with knowledge in IT infrastructure.
- Experience in project planning with ability to communicate effectively with business providers and technical team.
- Certified in related vendor modules is preferred but not mandatory.
- 2+ years experience in implementation of application systems.
- Understanding of integration points between application package and ancillary systems.
- Strong experience in change control and knowledge of testing tools. Ability to manage and resolve issues.
- Knowledge of IT best practices and ability to think outside the box.
- Prior experience in leading build/ configuration teams and cutover activities which include coordinating with several teams to prepare for go-live.
- Knowledge of system limitations, and configuration of applications to meet operational needs.

**Functional Responsibilities:**
- Performs a lead or key role in systems engineering, integration and implementation projects, including all hardware, software, middleware and communications solutions.
- Establishes system information requirements using the analysis from information engineers, systems analysts and systems engineers in the implementation and integration of enterprise-wide or large-scale information systems.
- Reviews and validates system architecture solutions to include the software, hardware, and communications to support the total integrated solution requirements.
- Performs analysis of present and future cross-functional and cross-platform requirements and interfaces to ensure that the systems are compatible and in compliance with applicable standards for open systems architectures, and related reference models.

**Minimum Education:**
- Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering and related training and technical certifications.

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### Applications/Database Engineer III

**Minimum Experience:**
- Strong experience and knowledge of Software Development Life Cycle.
- 10+ years of experience required.
- Must be able to work at an Architect level.
- Excellent understanding of development platforms.
- Thorough understanding of databases such as Oracle, SQL, UDB, etc.
- Competent to work in all phases of applications programming and database administration activities.

**Functional Responsibilities:**
- Responsible for devising or modifying procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results.
- Designs, codes, tests, debugs and documents those programs.

**Minimum Education:**
- Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering and related training and technical certifications.

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### QA/Testing Analyst III

**Minimum Experience:**
• 10+ years of specialized experience in system life cycle management disciplines.
• Experience required in automated testing and tracking of defects and issues.

**Functional Responsibilities:**

• Builds quality assurance/quality control plans and procedures, testing plans, procedures and test cases and leads testing efforts.
• Ensures issues are identified, tracked, reported on and resolved in a timely manner.
• Works with client personnel to identify required changes.
• Communicates needed changes to development team.
• Responsible for creating test data.
• Responsible for performing complex workflow analysis and recommending quality improvements.

**Minimum Education:**

• Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related training and technical certifications.

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**QA/Testing Analyst I**

**Minimum Experience:**

• 3+ years of specialized experience in system life cycle management disciplines.
• Experience in tracking of defects and issues. Assist in creating test data.

**Functional Responsibilities:**

• Assists in building QA/QC plans and procedures, and testing plans and works as tester on projects.
• Ensures issues are identified, tracked, reported on and resolved in a timely manner.
• Works with client personnel to identify required changes.
• Communicates needed changes to development team. Assist in creating test data.
• Assist in performing workflow analysis and recommending quality improvements.

**Minimum Education:**

• Requires a Bachelors degree in Business, Computer Science, Information Systems, Engineering or related training and technical certifications.

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**HIT Program Manager**

**Minimum Experience:**

• 20 years of experience

**Functional Responsibilities:**

Overall management of large and complex Health Information Technology projects for clients by performing the following duties. Mentors a Project Manager in working with the ordering activity Contracting Officer (CO), the contract-level Contracting Officer’s Representative (COR), the task order-level COR(s), ordering activity management personnel and customer agency representatives. Under the guidance of Company management, manages variety of task order(s) and ensures that the technical solutions and schedules across task orders are implemented in a timely manner. Responsible for recruiting, staff oversight, team leadership, and personnel development. Must contribute to Company level technical planning as well as interfaces to other Company activities related to Health-IT.

**Minimum Education:**

• Bachelor’s Degree
# HIT Project Manager

**Minimum Experience:** 5 years of experience.

**Functional Responsibilities:** Functional Responsibility: Manages large and complex Health Information Technology projects for clients by performing the following duties. Assists a Program Manager in working with the ordering activity Contracting Officer (CO), the contract-level Contracting Officer’s Representative (COR), the task order-level COR(s), ordering activity management personnel and customer agency representatives. Under the guidance of the Program Manager or Company management, manages specific task order(s) and ensures that the technical solutions and schedules in the task order are implemented in a timely manner. Responsible for recruiting, staff oversight, team leadership, and personnel development. Must contribute to Company level technical planning as well as interfaces to other Company activities related to Health-IT.

**Minimum Education:** Bachelor’s Degree

# HIT Integration Manager

**Minimum Experience:** 7 years of experience

**Functional Responsibilities:** Functional Responsibility: Serves as the principle point of contact for client technical and contracts representatives on complex systems integration projects to seamlessly interface disparate systems into a cohesive HIT solution. Has management responsibility for components of contracts and performs management functions similar to Program Manager.

**Minimum Education:** Bachelor’s Degree

# HIT Integration Specialist

**Minimum Experience:** 5 years of experience

**Functional Responsibilities:** Applies strong analytical and technical skills to assist in implementing business solutions. Exercise core skills on projects and direct small teams. Qualified to perform tasks such as: document current business process flows, design, code and test functional components of information systems according to project specifications, identify and document functional requirements for information systems, develop project documentation and user training materials according to program specifications, conduct user training sessions, prepare communications plans, produce database extracts, provide technical support to software development teams, and perform program management support tasks.

**Minimum Education:** Bachelor’s Degree

# HIT Implementation Manager

**Minimum Experience:** 7 years of experience

**Functional Responsibilities:** Functional Responsibility: Oversees projects to ensure that they stay on-course, including that the schedule is followed, the budget is met, and other duties associated with the end goals of projects. Assist in setting goals and structuring budgets to ensure that all expectations are met within deadlines. Coordinates and monitor individual case set up, ensure completion of baseline deliverables, provide financial performance reports, and manages client issues and administrative process for employees.

**Minimum Education:** Bachelor’s Degree

# HIT Implementation Specialist

**Minimum Experience:** Three years of experience.
**Functional Responsibilities:** Responsible for training, integrating, and supporting the implementation of this new technology, specifically electronic health record (EHR) systems, into healthcare facilities and individual healthcare providers’ offices. (Electronic health records (EHR) systems maintain an electronic version of the patient's medical chart.) Health implementation specialists may also be referred to as health information technology (HIT) specialists or trainers. Responsible for the implementation and continued support of EHR systems within healthcare facilities and offices. Implementation generally includes the following duties: workflow creating & analysis, office equipment set-up, participating in meetings pre & post go live and training.

**Minimum Education:** Bachelor’s Degree

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**HIT EHR Technical Lead**

**Minimum Experience:** 7 years of experience.

**Functional Responsibilities:** Oversees completion of project activities, consults on functional and/or technical areas, executes functional problem solving methodologies, and supports clients through decision making processes. Possesses skills and/or has background which may be applied to a specific service area.

**Minimum Education:** Bachelor’s Degree

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**HIT EHR Specialist**

**Minimum Experience:** 5 years of experience.

**Functional Responsibilities:** Functional Responsibility: Manage medical records, review each patient's physical chart, including the medical history, doctor's notes and current medications. Enter information into an electronic database system or verify if it was entered correctly. Run reports that deal with security procedures such as checking who is accessing information, how long records are begin reviews and comparing medical records of each patient.

**Minimum Education:** Bachelor’s Degree

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**HIT Clinical SME**

**Minimum Experience:** Ten years of Experience.

**Functional Responsibilities:** Advise clients and program management team on healthcare best practices and policy issues, development of healthcare guidelines and standards, and impact of legislation and new technologies/practices on medical specialty care and interdisciplinary healthcare. May supervise others

**Minimum Education:** Master’s Degree

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**HIT Clinical Applications Specialist**

**Minimum Experience:** 5 years of experience

**Functional Responsibilities:** Train health care professionals to use new health care equipment and software. Such technology includes electro-medical equipment [e.g., patient-monitoring systems, MRI machines, diagnostic imaging equipment (including informatics equipment), and ultrasonic scanning devices], irradiation apparatuses (e.g., X-ray devices and other diagnostic imaging, as well as computed tomography equipment), practice management software, health information management software, software as a medical device (i.e., software that is used for one or more medical purposes that perform these purposes without being part of a hardware medical device), wireless medical devices, and telemedicine technology.

**Minimum Education:** Associates Degree
### HIT Clinical Business Analyst

**Minimum Experience:** Three years of experience

**Functional Responsibilities:** Provides Business Analysis or Requirements Analysis related Health IT consulting services to clients by performing the following duties: collects, documents, and analyzes information concerning clients’ current clinical, financial or business processes and information systems related to Health-IT. Identifies and documents deficiencies and dysfunctionality in existing clinical, financial or business processes and information systems related to Health-IT. Develops alternatives for solutions to problems and, where appropriate, assists in implementing improved or new business processes or automated systems related to Health-IT. Defines, tests, and implements solutions to business and systems problems related to Health-IT. Develops “As Is” and “To Be” models as part of reengineering projects. Acts as project manager on projects as assigned. Assists in identifying new business opportunities and in developing and presenting proposals to prospective clients related to Health-IT.

**Minimum Education:** Bachelor’s Degree

### HIT Informatics Specialist

**Minimum Experience:** Three years of experience

**Functional Responsibilities:** Gather, analyze and code patient data, maintain accuracy and completeness of patient data for research and analysis as well as for databases and registries; and maintain the medical and treatment history. Regular duties include: reviewing records for completeness and accuracy, organizing and maintaining data for clinical databases and registries, electronically recording data, storage and analysis, using classification software to assign clinical codes for reimbursement and analysis, tracking medical outcomes to assess quality, and always maintaining confidentiality.

**Minimum Education:** Bachelor’s Degree

### HIT Analytics/BI Specialist

**Minimum Experience:** Five years of experience

**Functional Responsibilities:** Oversees data management and analytics. Responsible for compiling and organizing healthcare data, analyzing data to assist in delivering optimal healthcare management and communication of their findings with management. Performs systematic reviews of selected functions to determine application and design against defined requirements. Develops and updates functional or operating manuals outlining established methods of performing work in accordance with organizational policy.

**Minimum Education:** Bachelor’s Degree

### HIT Data Analyst

**Minimum Experience:** Four years of experience

**Functional Responsibilities:** Functional Responsibility: Serves as an information technology resource on engagement team. Analyzes data and systems architecture, creates designs, and implements information systems solutions. Assists project team in meeting program objectives timely and effectively. Assumes responsibility for process documentation and technical soundness.

**Minimum Education:** Bachelor's Degree

### HIT Data/Reporting Specialist

**Minimum Experience:** Five years of experience
**Functional Responsibilities:** Analyze healthcare database requirements of assigned projects. Analyze and determine information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Apply knowledge of healthcare database management systems to coordinate maintenance and changes to databases. Test and implement changes or new database designs. Write logical and physical database descriptions, including location, space, access method, and security requirements. Provide direction to programmers and analysts as required to affect changes to database management systems. Provide answers to database questions. Monitor databases and analyze and organizes data and applies new technology designs and programs.

**Minimum Education:** Bachelor’s Degree

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**HIT Financial Specialist**

**Minimum Experience** Two years of experience

**Functional Responsibilities:** Perform a variety of duties related to budgets and finances. Responsible for helping to prepare financial reports and statements related to the expenses at a healthcare organization. Collect data and conduct analyses of spending to increase efficiency and improve the bottom line. Analytical problem-solving, financial literacy, and the ability to use spreadsheet software.

**Minimum Education:** Bachelor’s Degree

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**HIT BMET/Equipment Technician**

**Minimum Experience:** Three years of experience.

**Functional Responsibilities:** Perform a variety of routine and complex tasks associated with the installation, service, preventive maintenance, and calibration of the therapeutic, diagnostic or life support biomedical instrumentation. Provides the following primary functions: repair, calibration and preventive maintenance of medical equipment. Provides technical skills in the selection, installation, modification, testing and evaluation of medical and dental instrumentation and equipment.

**Minimum Education:** Bachelor’s Degree

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**HIT Systems Analyst**

**Minimum Experience:** Two years of experience

**Functional Responsibilities:** Provide analysis and design of health IT systems for different applications. Handle test scripts and service requirements; work closely with end users on project development and implementation. Provide a working knowledge of health specific relational database environments, structured analysis, data modeling, data standards, interoperability, engineering, mathematical model building, sampling, and cost accounting to plan the system. Prepare cost-benefit and return-on investment analyses to help management decide whether implementing the proposed system will be financially feasible.

**Minimum Education:** Bachelor’s Degree
USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

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

Anuj Sudeora, Partner
29 Chestnut Place
Danville, CA 94506
(925) 785-6838
asudeora@intellixs.com
BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

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

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

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

Signatures

_____________________________  ______________________________
Ordering Activity              Date                                Contractor       Date

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

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

<table>
<thead>
<tr>
<th>MODEL NUMBER/PART NUMBER</th>
<th>*SPECIAL BPA DISCOUNT/PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>_______________________</td>
<td>____________________________</td>
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<tr>
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</tbody>
</table>

(2) Delivery:

<table>
<thead>
<tr>
<th>DESTINATION</th>
<th>DELIVERY SCHEDULES / DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>___________</td>
<td>____________________________</td>
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</tbody>
</table>

(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:

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>POINT OF CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>_______</td>
<td>____________________________</td>
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<tr>
<td>_______</td>
<td>____________________________</td>
</tr>
</tbody>
</table>

(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.

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

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

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

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 54151S)

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

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)
   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

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

4. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
   d. Any Contractor travel required in the performance of IT 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 1 – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (May 2001) (Deviation 1 – 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 – Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY
Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST
a. Definitions.
“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

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

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

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

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIAIION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVAIION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation. (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
   (1) The offeror;
   (2) Subcontractors; and/or
   (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

The following is an example of the manner in which the description of a commercial job title should be presented