Federal Supply Service Authorized Federal Supply Schedule Price List

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

General Purpose Commercial Information Technology Equipment, Software and Services

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
<th>FSC CLASS/FPDS CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-51</td>
<td>Information Technology Professional Services</td>
<td>D302, D306, D307, D308, D311, D399</td>
</tr>
</tbody>
</table>

Contract Number: GS-35F-0507Y

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

Period Covered by Contract: July 13, 2012 to July 12, 2022

Contract current through Modification #6 dated June 26, 2017

VISUAL INFORMATION SYSTEM, INC.
8901 Triple Ridge Road
Fairfax Station, Virginia 22039
703-643-1628
FAX: 703-643-0621

www.visualinformationsystem.com

Business Classification: Small Disadvantaged
Table of Contents
1. Customer Information ................................................................................................................................ 3

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SIN 132-51) ........................................................................................................................................ 6
1. Scope ................................................................................................................................................................. 6
2. Performance Incentives ..................................................................................................................................... 6
3. Order ................................................................................................................................................................. 6
4. Performance of Services ..................................................................................................................................... 6
5. Stop-Work Order ............................................................................................................................................... 7
6. Inspection of Services ......................................................................................................................................... 7
7. Responsibilities of the Contractor ...................................................................................................................... 8
8. Responsibilities of the Ordering Activity .......................................................................................................... 8
9. Independent Contractor .................................................................................................................................... 8
10. Organizational Conflicts of Interest ............................................................................................................... 8
11. Invoices ............................................................................................................................................................ 8
12. Payments .......................................................................................................................................................... 8
13. Resumes ........................................................................................................................................................... 9
14. Incidental Support Costs .................................................................................................................................. 9
15. Approval of Subcontracts ............................................................................................................................... 9
16. Description of IT Services and Pricing .......................................................................................................... 9
16A. Overview .......................................................................................................................................................... 9
16B. Professional Services Pricing ........................................................................................................................ 9
CUSTOMER INFORMATION:
1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
<th>Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-51</td>
<td>IT Professional Services</td>
<td>Page 9</td>
</tr>
</tbody>
</table>

1b.

<table>
<thead>
<tr>
<th>Lowest Priced Labor Category</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Programmer</td>
<td>$130.86</td>
</tr>
</tbody>
</table>

1c. Description of IT Services

1) **Technical Systems Specialist** - **Minimum/General Experience:** 6 years’ experience in the design, development, and maintenance of large-scale data base management systems, as well as a broad knowledge of data processing environments, including office automation networks, PC-based database and other applications, server-based database and other applications. **Functional Responsibility:** Directs project team in the complex design, programming, database administration, and system integration and database tools on a variety of systems, as well as exchanging information with other databases. **Minimum Education:** A Bachelor’s degree in Computer Science, Information Systems, Engineering, Business or other related discipline. Equivalent technical training and/or technical experience may be substituted for education.

2) **Senior Programmer** - **Minimum/General Experience:** 5 years’ experience in developing, testing and documenting computer programs applying knowledge of programming techniques and computer systems. **Functional Responsibilities:** Evaluates user requests for new or modified software routines and program(s); formulates plan outlining steps required to develop program, using structured analysis and design; converts project specifications into sequential instructions and logical coding steps, applying knowledge of computer programming techniques and computer languages. May use computer-aided software tools in each stage of system development; may monitor performance of program after implementation. **Minimum Education:** A Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. Equivalent technical training and/or technical experience may be substituted for education.

3) **Project Manager** - **Minimum/General Experience:** 5 years’ experience in managing project performance from inception to deployment. **Functional Responsibility:** Serves as project and/or site manager for a large, complex task order or a group of task orders affecting the same common/standard/migration system. Manages the development team and interacts with users to define system specification. Assist the Program Manager in working with the Government Program Manager, Contracting Officer (CO), and other appropriate government personnel. Responsible for overall management of the specific task order(s) and assures that contractor and subcontractor personnel deliver the customer’s desired technical solution within the mutually established contract schedule and cost. **Minimum Education:** A Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. Equivalent technical training and/or technical experience may be substituted for education experience may be substituted for education.

2. **Maximum order:** $500,000

3. **Minimum order:** $1,000.00
4. **Geographic coverage:** Domestic and Overseas Delivery Only

5. **Point(s) of production:** Fairfax Station, Fairfax County Virginia

6. **Discount from list prices or statement of net price:** Prices shown are net, discounts have been applied.

7. **Quantity Discounts.** None

8. **Prompt payment terms.** None

9a. & 9b. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold.** Visual Information System accepts credit card payment below and above the micro purchase threshold.

10. **Foreign items (list items by country of origin).** N/A

11a. **Time of delivery.** Visual Information System shall deliver to destination within the number of calendar days specified on the order and as negotiated between the ordering activity and Visual Information System.

11b. **Expediting Delivery.** If Visual Information System resources are available, Visual Information System shall deliver services as soon as possible.

11c. **Overnight and 2-day delivery.** If Visual Information System resources are available, the customer may contact Visual Information System for rates for overnight and 2-day delivery.

11d. **Urgent Requirements.** Agencies may contact Visual Information System for any urgent requirement.

12. **F.O.B. point(s).** Destination

13a. **Ordering address:** Visual Information System Inc., 8901 Triple Ridge Road Fairfax Station, Virginia 22039

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:** Visual Information System Inc. 8901 Triple Ridge Road Fairfax Station, Virginia 22039

15. **Warranty provision.** N/A

16. **Export packing charges, if applicable.** N/A

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).** N/A

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 Number System (DUNS) number: 94-918-2182

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SIN 132-51)

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

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

2. Performance Incentives I-FSS-60 (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 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 agency’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 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. Contractor 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
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 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 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under

(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.

16A. Description of IT Services
Visual Information System, Inc. (VIS) has proven expertise in successfully designing and developing legal and non-legal case management software applications with Oracle database under client/server and web-based (J2EE, Oracle Portals, ASP) environments. VIS brings to the table extensive knowledge of organizational structures, system architectures and design, and successful conversions of major database systems in such large departments such as Department of Justice, Consumer Product Safety Commission, and other non-profit organizations. Using our state of the art programming tools VIS has linked enterprise units over remote geographical locations and has provided enterprise management headquarters sites the crucial management tools necessary to maintain currency and snapshot views of disparate groups and total enterprise snapshots with accurate and unparalleled consistency.

16B. Professional Services Pricing

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>7/13/17 to 7/12/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Systems Specialist</td>
<td>$154.55</td>
</tr>
<tr>
<td>Senior Programmer</td>
<td>$130.86</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$139.73</td>
</tr>
</tbody>
</table>