



# Information Technology Professional Services Authorized Schedule Pricelist

**Special Item Number 132-51, Information Technology Professional Services**

**General Services Administration  
Federal Supply Service Information Technology Schedule, Group 70**

Contract No: GS-35F-0599N  
Special Item No: 132-51 IT Professional Services

ISYS, Incorporated  
DBA ISYS Technologies  
801 W. Mineral Ave. Suite 105  
Littleton, CO 80120

Phone: (303) 290-8922  
Facsimile: (303) 798-6257  
[www.isystechnologies.com](http://www.isystechnologies.com)

# Authorized Federal Supply Service Information Technology Schedule Pricelist

General Purpose Commercial Information Technology Equipment, Software and Services

## Special Item Number 132-51, Information Technology Professional Services

FPDS Code D301	IT Facility Operation & Maintenance 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 Back up & Security Services
FPDS Code D311	Data Conversion Services
FPDS Code D399	Other IT Services not elsewhere classified

Note: 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.

**ISYS, Incorporated**  
801 W. Mineral Ave., Suite 105  
Littleton, CO 80120  
(303) 290-8922  
[www.isystechnologies.com](http://www.isystechnologies.com)

**Contract Number: GS-35F-0599N**

**Period Covered by Contract: May 13, 2003 – May 12, 2018**

**General Services Administration  
Federal Supply Service**

**Pricelist current through Modification PO-0010, dated May 12, 2013.**

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

## Table of Contents

---

Pricelist Cover Page.....	2
Table of Contents.....	3
Information for Ordering Activities.....	4
Terms and Conditions Applicable to Leasing of General Purpose Commercial Information	
Technology Products (Special Item Number 132-3) .....	11
Description of Services.....	14
Government Site Rates .....	25
Blanket Purchase Agreements (BPAs). .....	29

**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) contain 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:

*Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

*Overseas delivery* is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

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

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

---

2. Contractor's Ordering Address and Payment Information:

**ISYS, Incorporated**  
**801 W. Mineral Ave., Suite 105**  
**Littleton, CO 80120**

**Phone: (303) 290-8922**  
**Fax: (303) 798-6257**

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 not 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 activities to obtain technical and/or ordering assistance:

**Phone: (303) 290-8922**

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9: G. Order/Modification Under Federal Schedule  
Block 16: Data Universal Numbering System (DUNS) Number: **868321845**  
Block 30: Type of Contractor - **B. Other Small Business**  
Block 31: Woman-Owned Small Business - **Yes**  
Block 36: Contractor's Taxpayer Identification Number (TIN): **84-1158586**

4a. CAGE Code: **3BRD5**

4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB Destination

6. DELIVERY SCHEDULE

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

132-51

ISYS Technologies will deliver the requested IT Professional Services to an ordering agency in accordance with the delivery schedule negotiated for each order.

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. Discounts: Prices shown are NET Prices; Basic Discounts have been deducted.

a. Prompt Payment: Net 30 days from receipt of invoice or date of acceptance, whichever is later.

b. Quantity: None

c. Dollar Volume: None

d. Government Educational Institutions are offered the same discounts as all other Government customers

e. Other: None

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:

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.

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

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

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

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

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be

priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

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 ordering activity's convenience, and (m) Termination for Cause (See C.1.)

16. **GSA Advantage!**

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

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

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

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated 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

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

---

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

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, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

## **22. INSTALLATION, DEINSTALLATION, REINSTALLATION**

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

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

## **23. SECTION 508 COMPLIANCE.**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

[www.isystechnologies.com](http://www.isystechnologies.com)

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

## **24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

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

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

(b) The following statement:

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

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

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

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing 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.

<p style="text-align: center;"><b>TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)</b></p>
---

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. 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

- 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

**Program Manager**

Establish and or meet program objectives. Identify and ensure adequate and appropriate resources are assigned to program to ensure the design is controlled, the company's goals for the successful completion of the program/project is achieved and the customer's needs are met. Directly responsible for implementation and maintenance of design control procedures, reporting on the performance of the program/project and ensuring that the customer requirements are met.

**Program Manager I**

7-10 years experience. Bachelor's degree in business, computer technology or analytical techniques or equivalent experience required.

**Program Manager II**

10+ years experience. Bachelor's degree in business, computer technology or analytical techniques or equivalent experience required.

**Project Manager**

Consults with the client and engineering staff to develop understanding of the varied and complex business needs supported by the system. Responsible for determining how changing business needs will affect the system. Understands the role of the system in the big picture and provides ideas and recommendations regarding the evolution of the system.

Produces reports, timelines, and graphics; creates reports from existing client databases to satisfy client requests, data sampling, project analysis, or testing verification. Monitors and audits the use and performance of the information systems; executes system quality control practices and procedures.

**Project Manager I**

Minimum of 3-5 years experience in Project Management, or the equivalent combination of education and experience.

**Project Manager II**

Minimum of 5-7 years experience in Project Management, or the equivalent combination of education and experience.

**Project Manager III**

Minimum of 7-10 years experience in Project Management, or the equivalent combination of education and experience.

**ERP Specialist**

Design, support, maintenance, deployment of applications, and management of the information systems, products and services that support the internal operations. Provides information technology solutions and services in the design, development, modification, implementation and maintenance of cost effective business solutions infrastructure. Utilizes technologies and techniques to deliver business results. Delivers quality improvements, root-cause analysis, support process knowledge, tools and processes. Experienced with products like SAP, Oracle E-Business Suite, Peoplesoft and Baan.

**ERP Specialist I**

Minimum of 2 years of experience with the applications, or the equivalent combination of education and experience.

**ERP Specialist II**

Minimum of 4 years of experience with the applications, or the equivalent combination of education and experience.

**ERP Specialist III**

Minimum of 6 years of experience with the applications, or the equivalent combination of education and experience.

**ERP Specialist IV**

Minimum of 8 years of experience with the applications, or the equivalent combination of education and experience.

**ERP Architect**

Develops IT visions, strategies and plans based on business requirements through partnership with businesses and/or functions. Consults on security, architecture, IT processes including business planning. Reduces broad concepts, business strategies into structured projects/ programs. Leads large new program design/ delivery/ support; is the key technical contributor. Solves complex, high impact design/ development/ support problems. Act as the ERP Solution expert from both a functional and technical perspective.

Minimum of 8 years practical experience. Must have 6-7 years of experience in leading and implementation and support of assigned ERP module for a global enterprise.

**CMMS Specialist**

Experience in support and implementation a computerized maintenance management system. Responsibilities will include but are not limited to: Implementation of a purchased CMMS, establishing and organizing an inventory system, ordering system, scheduling PM, Work Order management. Experience with products like MRO/Maximo, MP2, Mincom, etc.

**CMMS Specialist II**

Minimum of 4 years experience supporting a computerized maintenance management system, or the equivalent combination of education and experience.

**CMMS Specialist III**

Minimum of 6 years experience running a computerized maintenance management system, Database programmer or the equivalent combination of education and experience.

**Database Programmer**

Design, development, implementation, conversion, maintenance, life cycle support and performance evaluation. Designs and implements database schemes, sub-schemes, and sizing changes and enhancements; designs and programs utilities needed to monitor database efficiency and integrity; designs, programs and tests software needed to solve any logical or physical database problems existing in any installed database; trains programmers in proper use of database verbs and maintains database documentation.

**Database programmer I**

5-7 years of experience, or the equivalent combination of education and experience.

**Database programmer II**

7+ years of experience, or the equivalent combination of education and experience.

## **Programmer**

Design, develop, test, implement and enhance system software for newly specified functionality's that will meet end user requirements. Research, develop and maintain system enhancements to ensure reliable reports and on-line information. Develop database and application-level software and system enhancements in accordance with company standards, policies and practices.

### **Programmer I**

3-5 years program design and development experience, or the equivalent combination of education and experience.

### **Programmer II**

5-7 years program design and development experience or the equivalent combination of education and experience.

### **Programmer III**

7-10 years program design and development experience, or the equivalent combination of education and experience.

### **Programmer IV**

10+ years program design and development experience, or the equivalent combination of education and experience.

## **Systems Architect**

Research and development of architectures for integrated applications. Must have strong knowledge and familiarity with multiple network protocols, data structures and programming environments. Requires solid technical skills in a variety of technologies.

### **Systems Architect I**

5-7 years of experience or the equivalent combination of education and experience.

### **Systems Architect II**

7-10 years of experience or the equivalent combination of education and experience.

### **Systems Architect III**

10+ years of experience or the equivalent combination of education and experience.

## **Database Administrator**

Designs, administers, implements, upgrades, monitors, tunes and ensures that application runs efficiently and reliably. Provides end user technical support required to execute changes and enhancements (reports, security changes, etc), regular on-call technical support to minimize the impact of system disruption and application database qualification. Develops and performs production migration procedures. Administers instance and database backup, recovery, monitoring and tuning. Manages database disk content and capacity plan. Document Database Environments. Provide end user support. Technical owner and administrator of the application and database.

### **Database Administrator I**

Minimum 3 years DBA experience or the equivalent combination of education and experience.

### **Database Administrator II**

Minimum 5 years DBA experience or the equivalent combination of education and experience.

**Database Administrator IV****IT 09-004**

Bachelor's Degree in the field or related area and 11 or more years of experience; or, Master's Degree in the field or related area and 5 or more years of experience; or, Experience of 16 or more years in the field or related area may be substituted in lieu of a degree.

**Web Developer**

Responsible for design, development and implementation effort of Intranet/Internet Systems to successfully deliver the projects. Designs and develops systems based on specifications/requirements of the system and communicates these to development team members. Uses established methodologies, currently Rational Unified Process, to execute the development effort. Manages dependencies within and between the projects with proper understanding of various priorities. Work closely with the other IT groups to set-up the development / test and production environments for resulting systems. Assist the team in developing the standards for software design and development including configuration management of source code.

**Web Developer I**

3-5 years of related technical experience or the equivalent combination of education and experience.

**Web Developer III**

5-10+ years of related technical experience or the equivalent combination of education and experience.

**Systems Engineer**

Research and development of enterprise network systems. Must have strong knowledge and familiarity with network protocols, data structures and enterprise applications; PC architecture (memory spaces and types, devices, plug and play, etc); security protocols, performance analysis, performance modeling, network simulation. Requires solid programming and debugging skills, C/C++ and scripting.

**Systems Engineer I**

3-5 years of related technical experience or the equivalent combination of education and experience.

**Systems Engineer II**

5-7 years of related technical experience or the equivalent combination of education and experience.

**Systems Engineer III**

7-10+ years of related technical experience or the equivalent combination of education and experience.

**Systems Engineer V****IT 11-005**

Bachelor's Degree in the field or related area and 13 or more years of experience; or, Master's Degree in the field or related area and 7 or more years of experience; or, Doctorate's Degree in the field or related area and 4 or more years of experience; or, Experience of 18 or more years in the field or related area may be substituted in lieu of a degree.

**Software Engineer**

Perform applications engineering support activities to include quality systems procedures. Specific understanding of a designated technology.

**Software Engineer I**

5-7 years of related technical experience or the equivalent combination of education and experience.

**Software Engineer II**

7-10+ years of related technical experience or the equivalent combination of education and experience.

### **Software Engineer III**

### **IT 12-003**

Bachelor's Degree in the field or related area and 5 or more years of experience; or, Experience of 13 or more years in the field or related area may be substituted in lieu of a degree.

### **Systems Analyst**

Analyzes information technology requirements to plan data processing system that will provide system capabilities required for projected work loads, and plans layout and installation of new system or modification of existing system. Works with data processing and project managers to obtain information on limitations and capabilities of existing system and capabilities required for information technology projects and projected work load.

#### **Systems Analyst I**

3-5 years of related technical experience or the equivalent combination of education and experience.

#### **Systems Analyst II**

5-7 years of related technical experience or the equivalent combination of education and experience.

#### **Systems Analyst III**

7-10 years of related technical experience or the equivalent combination of education and experience.

### **Business Analyst**

Gather, analyze and write product business requirements. Conduct or participate in functional specification walkthroughs. Review functional specifications, project deliverables, including technical specifications, test plans and scripts. Identify and define functional and data requirements, including changes to original scope. Gather information about a problem, define changes to an existing application, and implement the changes using documents and specifications. Ensure project documents conform to standards and are kept current. Must understand System development life cycle/methodologies; Data communications/networking; Mainframe/UNIX/Relational Database environments. Visio, PowerPoint, Microsoft Office skills; Ability to Synthesize Information.

#### **Business Analyst I**

4-5 years of Information Systems experience or the equivalent combination of education and experience.

#### **Business Analyst II**

5-7 years of Information Systems experience or the equivalent combination of education and experience.

#### **Business Analyst III**

7-10 years of Information Systems experience or the equivalent combination of education and experience.

#### **Business Analyst IV**

10+ years of Information Systems experience or the equivalent combination of education and experience.

### **Help Desk**

Provide Technical Support in a call center environment. Perform troubleshooting of hardware/software issues; provide information on how to set-up/use products; answer general application/system questions. Experience with Microsoft and other OTS applications, as well as an understanding of Windows NT / 2000 and/or UNIX/Linux operating systems. Must be able to communicate complex and technical information clearly and concisely. Must be flexible to work shifts that may include evenings, weekends, and holidays.

**Help Desk I**

Minimum 2 years help desk/customer service experience.

**Help Desk II**

Minimum 3-5 years help desk/customer service experience.

**Help Desk III**

Minimum 5-7 years help desk/customer service experience.

**Help Desk Analyst****IT 15-004**

High School Diploma or General Education Diploma and 10 or more years of experience in the field or related area; or, Associate's Degree in the field or related area and 7 or more years of experience.

**PC Technician**

Perform move, add, change and printer support. Must have experience troubleshooting desktop connectivity in a networked environment running Windows NT / 2000 and/or UNIX/Linux. Strong printer troubleshooting and end user support experience.

**PC Technician I**

Minimum 3 years hands on experience.

**PC Technician II**

Minimum 5 years hands on experience.

**PC Technician III**

Minimum 7 years hands on experience.

**Communications Engineer**

Defines top-level system architecture and decomposes system into major subsystems. Defines and allocates key system requirements to appropriate subsystem and generates and reviews written specifications. Controls system baselines. Identifies and specifies functional flows and performance characteristics of logical, physical, data and control interfaces among system components to facilitate system integration and ensure consistency and compatibility among subsystems. Directs and controls the integration of hardware and software and verifies the operation of subsystems and systems. Develops and ensures implementation of test plans/procedures and oversees system acceptance testing to demonstrate responsiveness to performance specifications. Ensures testability and verifiability of requirements.

**Communications Engineer I**

5-7 years Communications Engineering experience or the equivalent combination of education and experience.

**Communications Engineer II**

7-10 years Communications Engineering experience or the equivalent combination of education and experience.

**Communications Engineer III**

10+ years Communications Engineering experience or the equivalent combination of education and experience.

## **Network Support Specialist**

Gives centralized support and network monitoring to provide situational awareness. Allows for centralized configuration management and help desk functions supporting all regions and sectors. Provides analysis of traffic between nodes from end-to-end within the network. Helps in establishing and testing thresholds to achieve optimum network performance. Provides customer support for end-users on applications, accessibility, and security support.

### **Network Support Specialist I**

1-3 years experience or the equivalent combination of education and experience.

### **Network Support Specialist II**

3-5 years experience or the equivalent combination of education and experience.

### **Network Support Specialist III**

5-7 years experience or the equivalent combination of education and experience.

### **Network Support Specialist IV**

7-10+ years experience or the equivalent combination of education and experience.

## **LAN Engineer**

Administer, define, maintain, and expand local area networks (LANs), including voice and data integration, and wireless technology. Incorporates distributed data, troubleshoots technical problems. Develops, implements and maintains integrated programs to protect the confidentiality of the organization's information resources. Security-related hardware and software experience; LAN/WAN management and systems administration; background in virtual private networks, TCP/IP, intrusion detection and firewall implementation

### **LAN Engineer I**

3-5 yrs experience as a LAN Engineer or the equivalent combination of education and experience.

### **LAN Engineer II**

5-7 yrs experience as a LAN Engineer or the equivalent combination of education and experience.

### **LAN Engineer III**

7-10+ yrs experience as a LAN Engineer or the equivalent combination of education and experience.

## **WAN Engineer**

Expert problem-solver. Significant experience with the installation and maintenance of complex network integrations of hardware, software, firmware, and related networking infrastructure systems including enterprise-class WAN routers, multi-protocol switches, complex TCP/IP configurations, VLANs, complex multi-point WAN implementation, CSU/DSUs, ISDN, Frame Relay, T1, DSL and Internet connectivity solutions using Enterprise-class VPN/Firewalls.

Desirable Certifications: CCIE, CCNP, CCDP, CIPT, CVOICE, EVODD, Unity Engineer 1.1, Wireless LAN 2.0 for FEs and SEs, MCNS, CSPFA, CSIDS, and CSVPN. MCSE2000, Windows 2000 server, SQL 2000 or SQL 7.0, Exchange 2000 or Exchange 5.5.

### **WAN Engineer I**

3-5 yrs experience as a Network Engineer or the equivalent combination of education and experience.

### **WAN Engineer II**

5-7 yrs experience as a Network Engineer or the equivalent combination of education and experience.

### **WAN Engineer III**

7-10+ yrs experience as a Network Engineer or the equivalent combination of education and experience.

### **Data Architect/Analyst**

Performs analyses, design, and evaluation of databases and data mining in a data warehouse environment or enterprise which includes data design, data structures, database architecture, metadata, and repository creation. Defines and designs methodologies for data storage, data retrieval, and data distribution to user or an enterprise. Uses data mining and data analysis tools. Designs, develops and maintains databases and data warehouses. Reviews data loaded into the data warehouse and reviews for accuracy and completeness. Responsible for preparation of system requirements, analyses and design throughout the database or data warehouse implementation. Interacts with user community to produce database, data warehouse concepts, requirements, and definition. Develops database and data warehouse concepts of operations, user's manuals, operational procedures, and associated maintenance documentation.

#### **Data Analyst I**

**IT 23-001**

Bachelor's Degree in the field or related area and 0 – 5 years of experience.

### **Engineer**

Performs various engineering planning, integration, verification and validation, cost and risk, and supportability and effectiveness analyses for engineering products and systems activities. Engineering activities can include domain areas of electrical, thermal, stress, material, production engineering, or Information Technology (IT) enterprise-wide domains. Analyses are performed at all levels and from a total system product and system to include: concept, design, fabrication, test, installation, operation, maintenance and disposal. Ensures the logical and systematic conversion of customer or product requirements into total systems solutions that acknowledge technical, schedule, and cost constraints. Performs functional analysis, timeline analysis, detail trade studies, requirements allocation and interface definition studies to translate customer requirements into hardware and software specifications in or for a variety of the engineering domains.

#### **Engineer I**

**IT 24-001**

Bachelor's Degree in the field or related area and 0 – 3 years of experience.

#### **Engineer III**

**IT 24-003**

Bachelor's Degree in the field or related area and 9 or more years of experience; or, Master's Degree in the field or related area and 3 or more years of experience; or, Experience of 11 or more years in the field or related area may be substituted in lieu of a degree.

#### **Engineer IV**

**IT 24-004**

Bachelor's Degree in the field or related area and 11 or more years of experience; or, Master's Degree in the field or related area and 5 or more years of experience; or, Experience of 13 or more years in the field or related area may be substituted in lieu of a degree.

### **Hardware Engineer**

Conducts or participates in the research, design, development, and testing of Commercial-off-the-Shelf or custom computing hardware and/or other electrical components. Develops designs for the installation of components and assemblies into chassis, racks, cabinets, workstations, customer facilities, and/or shelters. Plans, directs, reviews and coordinates preparation of project documentation to ensure customer contract and company requirements are met. Prepares specifications, evaluates vendors, and analyzes test reports.

**Hardware Engineer III****IT 27-003**

Associate's Degree in the field or related area and 8 or more years of experience; or, Bachelor's Degree in the field or related area and 4 or more years of experience; or, Experience of 9 or more years in the field or related area may be substituted in lieu of a degree.

**Information Assurance Engineer**

Provides security engineering designs and implementation in all aspects of Information Assurance and Information Security Engineering. Assesses and mitigates system security threats, vulnerabilities and risks throughout the program life cycle. Validates system security requirements definition and analysis. Establishes system security designs, implements security designs in hardware, software, data, and procedures; verifies security requirements. Identifies requirements for and performs system certification and accreditation planning and testing and liaison activities, and supports secure systems operations and maintenance. Reviews current Information Assurance directives and standards to make system assessments and implement the necessary changes. Maintains system security documentation.

**Information Assurance Engineer IV****IT 28-004**

Associate's Degree in the field or related area and 13 or more years of experience; or, Bachelor's Degree in the field or related area and 9 or more years of experience; or, Master's Degree in the field or related area and 5 or more years of experience; or, Experience of 15 or more years in the field or related area may be substituted in lieu of a degree.

**System Administrator**

Maintains smooth operation of multi-user computer systems, peripheral equipment, to include coordination with network administrators for problem identification and resolution pertaining to computer systems. Set up administrator and service accounts, user accounts, maintaining system documentation, tuning system performance, installing system wide software and allocate mass storage space. Interacts with users and evaluates vendor products. Makes recommendations to purchase hardware and software, coordinates and support installation of hardware and software. Provides backup recovery support. Develops, implements, and monitors policies and standards for allocation related to the use of computing resources.

**System Administrator I****IT 30-001**

High School or General Education Diploma and 0 – 5 years of experience in the field; or, Associate's Degree in the field or related area and 0 – 2 years of experience.

**System Administrator V****IT 30-005**

High School or General Education Diploma and 15 or more years of experience in the field; or, Associate's Degree in the field or related area and 11 or more years of experience; or, Bachelor's Degree in the field or related area and 5 or more years of experience; or, Experience of 17 or more years in the field or related area may be substituted in lieu of a degree.

**Network Engineer**

Designs, engineers, and implements secure enterprise level communication networks and systems. Provides specifications and detailed schematics for network architecture. Provides specific detailed information for hardware and software selection, implementation techniques and tools for the most efficient solution to meet business needs, including present and future capacity requirements. Conducts component and system level testing of network design. Establishes and documents standards for network architecture, and plans and coordinates total network integration. Maintains technical expertise in all areas of network and computer hardware and software interconnection and interfacing, such as routers, multiplexers, firewalls, hubs, bridges, gateways, etc. Evaluates and reports on new communications technologies to enhance capabilities of the network.

**Network Engineer III****IT 31-003**

Associate's Degree in the field or related area and 7 or more years of experience; or, Bachelor's Degree in the field or related area and 4 or more year of experience; or, Experience of 11 or more years in the field or related area may be substituted in lieu of a degree.

**Network Engineer IV****IT 31-004**

Associate's Degree in the field or related area and 11 or more years of experience; or, Bachelor's Degree in the field or related area and 6 or more years of experience; or, Experience of 13 or more years in the field or related area may be substituted in lieu of a degree.

**Network Engineer V****IT 31-005**

Associate's Degree in the field or related area and 13 more years of experience; or, Bachelor's Degree in the field or related area and 8 or more years of experience; or, Master's Degree in the field or related area and 5 or more years of experience; or, Experience of 15 or more years in the field or related area may be substituted in lieu of a degree.

**Network Technician**

Sets up, configures, and supports internal and/or external networks. Maintains applications, security, and network systems and configurations. Troubleshoots network performance issues and maintains a disaster recovery plan. Recommends and supports installation of upgrades, patches, and new applications and network equipment. Provides technical support and guidance to users. Perform day-to-day administration of the systems' network infrastructure. Monitor and troubleshoot network performance and security issues. Maintains, upgrades, and troubleshoot routers, switches gateways, firewalls, and other networking infrastructure for local area and wide area networks, including Internet connectivity. Trains and provides troubleshooting procedures to helpdesk personnel for first-line network issues. Support analysis of new communications and network technologies to enhance capabilities of the network.

**Network Technician I****IT 32-001**

High School or General Education Diploma and 0 – 5 years of experience in the field; or, Associate's Degree in the field or related area and 2 or more years of experience in the field.

**Network Technician II****IT 32-002**

High School or General Education Diploma and 6 or more years of experience in the field; or, Associate's Degree in the field or related area and 3 or more years of e experience in the field; or, Experience of 7 or more years in the field or related area may be substituted in lieu of a degree.

**Planner / Scheduler Analyst**

Prepares, develops, coordinates, and integrates various levels of project plans and schedules. Integrates with and across technical disciplines to ensure schedules accurately and comprehensively define work content, relationships and durations. Works with technical and operational community and program management to translate customer requirements into an Integrated Master Schedule. Statuses Integrated Master Schedule, analyzes program performance, develops workarounds and programmatic "what if"s" evaluates and reports results to program management. Participates in proposal preparation planning including acquisition phasing, baseline pricing documents and preparation of Integrated Master Plans and Integrated Master Schedules for solicitation response. Key contributor to program organization, team coordination, internal and external performance reporting, risk management, and earned value management.

**Planner / Scheduler Analyst III****IT 36-003**

Associate's Degree in the field or related area and 8 or more years of experience; or, Bachelor's Degree in the field or related area and 4 or more year of experience; or, Experience of 11 or more years in the field or related area may be substituted in lieu of a degree.

## **Subject Matter Expert**

Subject Matter Experts (SME) functions as an expert advisor or consultant for multiple disciplines relating to a particular project or activity. The SME must be capable of providing high level analysis and support these activities which may include planning, policy making, procedure and procedure development, doctrine, operational assessments. Coordinates with the various stakeholders, customers, users, and developers for a specified project and its related activities. Maintains up-to-date expertise in specific subject areas to include industry best practices and standard for strategic planning. Possesses unique skills and experience needed to support area on-going development, implementation, and operational activities across multiple disciplines.

### **Subject Matter Expert IV**

**IT 39-004**

Bachelor's Degree in the field or related area and 10 or more years of experience; or, Master's Degree in the field or related area and 7 or more years of experience; or, Experience of 15 or more years in the field or related area may be substituted in lieu of a degree.

## **Test Engineer**

Designs, develops, and implements testing methods, processes, procedures, test procedures, and equipment. Plans and arranges the resources schedules, and equipment required for testing and evaluating standards and special devices. Provides test area with parameters for sample test data, actual data, if possible, and specifies the tests to be performed. Compiles data and analyzes the results to determine verification and validation of system or enterprise being tested. Defines changes required in testing procedures, processes, test cases, manufacturing processes, or new testing requirements. Conducts testing of customer sample test data and tests that cannot be performed in the test environment.

### **Test Engineer II**

**IT 40-002**

Associate's Degree in the field or related area and 6 or more years of experience; or, Bachelor's Degree in the field or related area and 3 or more years of experience; or, Experience of 9 or more years in the field or related area may be substituted in lieu of a degree.

### **Test Engineer III**

**IT 40-003**

Associate's Degree in the field or related area and 9 or more years of experience; or, Bachelor's Degree in the field or related area and 6 or more years of experience; or, Experience of 12 or more years in the field or related area may be substituted in lieu of a degree.

## **Training Specialist**

Plans, develops, and implements technical products for training programs that typically support field personnel and customers. Obtains information needed to prepare training programs; prepare training materials; design training products; demonstrations; develops course content and courseware; determines training methodology; and coordinates the development of training aids and standards. Conducts training sessions, product demonstrations, and develops criteria for evaluating effectiveness of training activities. May conduct evaluation and assessment of personnel trained. Utilize other trainers with technical expertise to assist with training. Maintains training records of personnel. Continuously revises lesson plans to meet new training requirements and to keep technical information up-to-date.

### **Training Specialist III**

**IT 41-003**

Associate Degree's and 7 or more years of experience in the field or related area; or, Bachelor Degree's and 3 or more years of experience in the field or related area; or, Experience of 10 or more years in the field or related area.

**ISYS INCORPORATED  
GOVERNMENT SITE RATES**

Government Site Rates

Category ID	Title	Hourly Rates Effective
		01-OCT-2012
IT 01-001	Program Manager I	145.08
IT 01-002	Program Manager II	169.26
IT 02-001	Project Manager I	91.88
IT 02-002	Project Manager II	120.90
IT 02-003	Project Manager III	140.24
IT 03-001	ERP Specialist I	111.23
IT 03-002	ERP Specialist II	120.90
IT 03-003	ERP Specialist III	140.24
IT 03-004	ERP Specialist IV	154.75
IT 04-001	ERP Architect	169.26
IT 05-001	CMMS Specialist II	130.57
IT 05-002	CMMS Specialist III	149.92
IT 06-001	Database programmer I	72.54
IT 06-002	Database programmer II	87.05
IT 07-001	Programmer I	43.52
IT 07-002	Programmer II	55.13
IT 07-003	Programmer III	67.70
IT 07-004	Programmer IV	82.21
IT 08-001	Systems Architect I	72.54
IT 08-002	Systems Architect II	87.05
IT 08-003	Systems Architect III	101.56
IT 09-001	Database Administrator I	77.38
IT 09-002	Database Administrator II	91.88
IT 09-004	Database Administrator IV	125.74
IT 10-001	Web Developer I	53.20
IT 10-002	Web Developer III	82.21
IT 11-002	System Engineer II	84.73
IT 11-003	System Engineer III	101.56
IT 11-005	System Engineer V	149.42
IT 12-001	Software Engineer I	72.54

Category ID	Title	Hourly Rates Effective
		01-OCT-2012
IT 12-002	Software Engineer II	87.05
IT 12-003	Software Engineer III	98.53
IT 13-001	Systems Analyst I	58.03
IT 13-002	Systems Analyst II	67.70
IT 13-003	Systems Analyst III	77.38
IT 14-001	Business Analyst I	53.20
IT 14-002	Business Analyst II	62.87
IT 14-003	Business Analyst III	72.54
IT 14-004	Business Analyst IV	82.21
IT 15-001	Help Desk I	24.18
IT 15-002	Help Desk II	29.02
IT 15-003	Help Desk III	33.85
IT 15-004	Help Desk Analyst	42.29
IT 16-001	PC Technician I	29.02
IT 16-002	PC Technician II	33.85
IT 16-003	PC Technician III	43.52
IT 17-001	Communications Engineer I	77.38
IT 17-002	Communications Engineer II	91.88
IT 17-003	Communications Engineer III	106.39
IT 18-001	Network Support Specialist I	38.69
IT 18-002	Network Support Specialist II	53.20
IT 18-003	Network Support Specialist III	62.87
IT 18-004	Network Support Specialist IV	72.54
IT 19-001	LAN Engineer I	38.69
IT 19-002	LAN Engineer II	48.36
IT 19-003	LAN Engineer III	58.03
IT 20-001	WAN Engineer I	53.20
IT 20-002	WAN Engineer II	62.87
IT 20-003	WAN Engineer III	77.38
IT 21-001	Configuration Management Analyst I	34.71
IT 23-001	Data Analyst	92.70
IT 24-001	Engineer I	74.35
IT 24-003	Engineer III	108.66
IT 24-004	Engineer IV	118.60

Category ID	Title	Hourly Rates Effective
		01-OCT-2012
IT 27-003	Hardware Engineer III	106.69
IT 28-004	Information Assurance Engineer IV	131.75
IT 30-001	System Administrator I	53.61
IT 30-005	System Administrator V	110.98
IT 31-003	Network Engineer III	84.15
IT 31-004	Network Engineer IV	97.18
IT 31-005	Network Engineer V	126.82
IT 32-001	Network Technician I	40.90
IT 32-002	Network Technician II	56.20
IT 36-003	Planner/Scheduler III	83.70
IT 39-004	Subject Matter Expert IV	167.57
IT 40-002	Test Engineer II	69.50
IT 40-003	Test Engineer III	84.89
IT 41-003	Training Specialist	65.41

## **USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS**

### PREAMBLE

Isys, Incorporated 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 Kurt Hotto, Phone (303)290-8922, [khotto@isystechnologies.com](mailto:khotto@isystechnologies.com), Fax (303) 798-6257.



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 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:

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

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(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:

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 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.