



**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE  
INFORMATION TECHNOLOGY 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: GSAAAdvantage.gov.

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

Special Item No. 132-51 Information Technology Professional Services

**SIN 132-51 – INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

FPDS Code D302	IT Systems Development Services
FPDS Code D308	Programming Services
FPDS Code D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

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

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

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

**Contract Number: GS-35F-0644J**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).

Period Covered By Contract: July 30, 1999 through July 29, 2019

**Global Analytic Information Technology Services, LLC  
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[www.gaits.com](http://www.gaits.com)**

Pricelist current through Modifications A377 Refresh 33 dated May 28, 2014,  
PA 0015 dated Jul 30, 2014, and PO-0017 dated October 23, 2014.

GAITS is a LARGE Business

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### 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 Contract

Block 16: Data Universal Numbering System (DUNS) Number: 043283758

Block 30: Type of Contractor - **B. Large Business**

Block 31: Woman-Owned Small Business - **No**

Block 37: Contractor's Taxpayer Identification Number (TIN): 54-1871773

4a. CAGE Code: 1N9K4

4b. Contractor **IS** registered with the System for Award Management (SAM) Database.

5. **FOB Destination:** On-site

6. **DELIVERY SCHEDULE:** As Agreed Upon by GAITS and Government at time of Award

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

As Agreed Between GAITS and the Government

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

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

a. Prompt Payment: **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: 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:** Not Applicable

10. **SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is \$ 100.00.

11. **MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)**

- a. The Maximum Order value for the following Special Item Numbers (SINs) is **\$500,000**:  
Special Item Number 132-51 - Information Technology (IT) Professional Services

12. **ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**

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

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.  
b. FAR 8.405.2 Ordering procedures for services requiring a statement of work.

13. **FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS**

**REQUIREMENTS:** 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 Acquisition 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 2003)**

- (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. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (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.
- (k) **Overtime:** For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

**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 52.212-4)

**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. The Internet address is <http://www.gsaadvantage.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. 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.

Delivery of Open Market Items and ODC's will be negotiated for each BPA and/or delivery order. Generally, ODC's will include such items as travel, miscellaneous materials, shipping costs, or incidental items required for the successful completion of the delivery order. Applicable indirect costs will be applied to all Open Market Items and ODC's.

## 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.

c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

## 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:

**Not  
Applicable**

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

## **20. BLANKET PURCHASE AGREEMENTS (BPAs)**

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

## **21. CONTRACTOR TEAM ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, 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. SECTION 508 COMPLIANCE**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: <http://www.gaits.com>

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

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

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

(a) A copy of the authorization from the Agency 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.

## **24. 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.



**25. SOFTWARE INTEROPERABILITY**

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

**26. ADVANCE PAYMENTS**

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

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

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services 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 I-FSS-60 Performance Incentives (April 2000)

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

3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)  
(G-FCI-920) (MAR 2003)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

When ordering services over \$100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of the DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70 – Additional ordering procedures for services. When DFARS 208.404-70 is applicable and there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering activity using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

- (a) When ordering services, ordering activities shall—
  - (1) Prepare a Request (Request for Quote or other communication tool):
    - (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
    - (ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the

statement of work. A firm-fixed price order shall be requested, unless the ordering activity makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate) and transmit the request as follows:

NOTE: When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(i) The request should be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold.

(ii) For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the ordering activity's needs.

(iii) In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.

(iv) Ordering activities should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

(b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering activity the opportunity to secure volume discounts. When establishing BPAs, ordering activities shall—

- (1) Inform contractors in the request (based on the ordering activity's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.
    - (i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering activity can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)
    - (ii) **MULTIPLE BPAs:** When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing the BPAs, the procedures in (a)(2) above must be followed. The procedures at (a)(2) do not apply to orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the Schedule contractor that represents the best value.
  - (2) **Review BPAs Periodically:** Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR8.404)
- (c) The ordering activity should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.
- (d) When the ordering activity's requirement involves both products as well as executive, administrative and/or professional, services, the ordering activity should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR8.404)
- (e) The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

#### 4. 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.

## 5. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.
- c. The Agency 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.

## 6. 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.

## 7. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS  COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I   OCT 2008) (DEVIATION I - FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

## 8. 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 (Dec 2007) Rights in Data – General, may apply.

## 9. RESPONSIBILITIES OF THE GOVERNMENT

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

## 10. INDEPENDENT CONTRACTOR

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

## 11. 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 Government contract, without some restriction on 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 Government, ordering offices 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.

## 12. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional Services. Progress payments may be authorized by the ordering office 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.

## 13. 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 Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009)

(ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

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

#### 14. RESUMES

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

#### 15. 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.

#### 16. 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.

17. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING. Please refer to the information provided below:

**Offeror's Name: Global Analytic Information Technology Services, LLC**

GAITS Code	<b>Labor Category Description</b>
<b>GAITS-001</b>	<b>Project Manager</b> - <u>Minimum/General Experience:</u> A minimum of seven (7) years of related work experience. <u>Functional responsibility:</u> Provides business, technical and personnel management for individual projects. Extensive knowledge of project management concepts, procedures and practices. Assigns personnel to project and directs their activities; reviews and evaluates their work and prepares performance reports. <u>Minimum Education:</u> BA/BS in engineering, or the equivalent combination of training, education and experience.
<b>GAITS-002</b>	<b>Network Engineer, Sr.</b> - <u>Minimum/General Experience:</u> A minimum of seven (7) years of related work experience is required for this position. <u>Functional Responsibility:</u> Responsible for the analysis, design, evaluation and development in support of network integration. Technology domain areas include open systems architectures, data, video and voice for local area and wide area networks and infrastructures. Knowledge and/or application of data storage media, collaborative computing techniques, multimedia information exchange and network layer protocols; high-speed networking, switching and transmission; ATM, FDDI and ISDN protocols; related hardware and software technologies and commercial products. <u>Minimum Education:</u> BS/BA in engineering or an associated discipline is required for this position.
<b>GAITS-003</b>	<b>Systems Engineer, Sr.</b> - <u>Minimum/General Experience:</u> A minimum of seven (7) years of related work experience is required for this position. <u>Functional Responsibility:</u> Analyzes and evaluates current and proposed ADP and telecommunications (software and application) systems with extensive knowledge of architecture systems and large-scale business systems. May provide expertise and make architecture systems and large-scale business systems. May provide expertise and make recommendations in such area as: converting functional requirements to system performance requirements; system specifications and system test and evaluation. May provide strategy, policy and technical advice in system acquisition or related operational issues. <u>Minimum Education:</u> BS/BA in Management Information Systems, Engineering or an associated discipline is required for this position.
<b>GAITS-004</b>	<b>Network Engineer</b> - <u>Minimum/General Experience:</u> A minimum of five (5) years of related work experience is required for this position. <u>Functional Responsibility:</u> Works under the direction of the Sr. Network Engineer. Primary experience in IP based networks. <u>Minimum Education:</u> BS/BA in technical discipline or the equivalent combination of education, training and work experience is required for this position.
<b>GAITS-005</b>	<b>Network Integration Specialist</b> - <u>Minimum/General Experience:</u> A minimum of five (5) years of related work experience is required for this position. <u>Functional Responsibility:</u> Works under the direction of the Sr. Network Integration Specialist. Primary responsibilities include the initial turn-up, turn-on of systems and network components. Responsible for the installation and configuration of the delivered components as well as on-going maintenance support. <u>Minimum Education:</u> BS/BA in technical field or an equivalent combination of education, training and work experience is required for this position.



GAITS Code	<b>Labor Category Description</b>
<b>GAITS-006</b>	<b>Computer Analyst</b> - <u>Minimum/General Experience</u> : A minimum of seven (7) years of related work experience is required for this position. <u>Functional Responsibility</u> : Performs system wide analysis with respect to software and hardware development and reliability, maintainability and availability. <u>Minimum Education</u> : BS/BA in Computer Science or an equivalent combination of education, training and work experience is required for this position.
<b>GAITS-007</b>	<b>LAN Administrator</b> - <u>Minimum/General Experience</u> : a minimum of five (5) years of related work experience is required for this position. <u>Functional Responsibility</u> : Analyzes, evaluates, tests and implements LAN applications. Knowledge of LAN systems hardware and software including, but not limited to, bridges, routers, gateways, TCP/IP, SDLC, SNMP, Ethernet, Token-Ring, Novell Netware and Microsoft Windows NT. Knowledge, skills and experience must be applicable to the customer's requirements. <u>Minimum Education</u> : BS/BA in a technical field or an equivalent combination of education, training and work experience is required for this position.
<b>GAITS-008</b>	<b>Communication Hardware Specialist, Sr.</b> - <u>Minimum/General Experience</u> : Three (3) years experience including increasing responsibilities and experience in complex ADP systems, systems analysis and programming. Demonstrated ability to work independently. <u>Functional Responsibility</u> : Analyzes network and computer communications hardware characteristics and recommends equipment procurement, removals and modifications. Adds, deletes and modifies, as required, host, terminal and network devices. Assists and coordinates with communications network specialists in the area of communications software. Analyzes and implements communications standards and protocols according to site requirements. <u>Minimum Education</u> : BS/BA in Computer Science, Mathematics, Engineering, Business or related technical field.
<b>GAITS-009</b>	<b>Communications Engineer, Sr.</b> - <u>Minimum/General Experience</u> : Three (3) years related work experience. <u>Functional Responsibility</u> : Responsible for the designing, installing, maintaining & coordination of the user for Local Area Network or Wide Area Network (LAN/WAN). Evaluates hardware & software, including peripheral, output & telecommunications equipment. Enforces security procedures, installs network software & manages network performance. Troubleshoots & resolves complex problems. Implements & coordinates network policies, procedures & standards. Trains users. May require certification as a network engineer. LAN/WAN, TCP/IP, FDDI, ATM, SNMP, Novell, Token-Ring, Banyan Vines, Windows NT, X.500, Edify, IVR. <u>Minimum Education</u> : BA/BS in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-010</b>	<b>Web Developer</b> - <u>Minimum/General Experience</u> : Minimum of two (2) years hands on experience with Web systems design, development and implementation. <u>Functional Responsibility</u> : Develop web pages, interfaces, web-enabled databases and web security. Knowledge of HTML, HTTP, JAVA, VRML, web client/server architecture, CGI scripting, Shockwave, Vbscripts, Adobe, Real Audio and other platforms/applications as required. <u>Minimum Education</u> : BA/BS in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-011</b>	<b>Application Developer/Programmer</b> - <u>Minimum/General Experience</u> : Three (3) years related work experience. <u>Functional Responsibility</u> : Design and develops contents and services for Internet and for Intranet web sites. Knowledge of C ++ Programming, MFC, Windows NT, Oracle, SQL Server. Network programming; sockets, TCP/IP, multicasting, HTML, HTTP, JAVA and VRML. <u>Minimum Education</u> : BS/BA in Computer Science, or related technical field.

GAITS Code	<b>Labor Category Description</b>
<b>GAITS-012</b>	<b>Infrastructure Specialist, Jr.</b> - <u>Minimum/General Experience</u> : Two (2) years related work experience. <u>Functional Responsibility</u> : Designs, implements and maintains automated systems and applications programs for data resource management. Plans and designs databases, storage structures, and access strategies; determines the content of databases and maintains integrity of data dictionary; provides for security and validation of data for recovery procedures; documents data entities, structures, access procedures, and security provisions implements vendor enhancements to database software; monitors efficiency of databases and related software; and advises and assists applications personnel as needed in conversion of systems to databases. <u>Minimum Education</u> : BA/BS in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-013</b>	<b>Infrastructure Specialist</b> - <u>Minimum/General Experience</u> : Four (4) years related work experience. <u>Functional Responsibility</u> : Designs, implements, and maintains automated systems and applications programs for data resource management. Plans and designs databases, storage structures, and access strategies; determines the content of databases and maintains integrity of data dictionary; provides for security and validation of data for recovery procedures; documents data entities, structures, access procedures, and security provision; implements vendor enhancements to database software; monitors efficiency of databases and related software; and advises and assists applications personnel as needed in conversion of systems to databases. <u>Minimum Education</u> : BA/BS in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-014</b>	<b>Principal Engineer</b> - <u>Minimum/General Experience</u> : Seven (7) years related work experience with two (2) years as a specialist. <u>Functional Responsibility</u> : Designs, implements, and maintains automated systems and applications programs for data resource management. Plans and designs databases, storage structures, and access strategies; determines the content of databases and maintains integrity of data dictionary; provides for security and validation of data for recovery procedures; documents data entities, structures, access procedures, and security provisions; implements vendor enhancements to database software; monitors efficiency of database and related software; and advises and assists applications personnel as needed in conversion of systems to databases. <u>Minimum Education</u> : BA/BS in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-015</b>	<b>Principal Engineer, Sr.</b> - <u>Minimum/General Experience</u> : Nine (9) years related work experience with four (4) years as a specialist. <u>Functional Responsibility</u> : Designs, implements, and maintains automated systems and applications programs for data resource management. Plans and designs databases, storage structures, and access strategies; determines the content of databases and maintains integrity of data dictionary; provides for security and validation of data for recovery procedures; documents data entities, structures, access procedures, and security provisions; implements vendor enhancements to database software; monitors efficiency of database and related software; and advises and assists applications personnel as needed in conversion of systems to databases. <u>Minimum Education</u> : MS in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-016</b>	<b>Programming Specialist, Jr.</b> - <u>Minimum/General Experience</u> : One (1) year related work experience. <u>Functional Responsibility</u> : May perform work on operating systems or applications. Prepares a variety of computer programs, associated documentation, and design specifications, including logical system design diagrams. Assists in and/or conducts detailed analysis of defined system specifications and assists in and/or develops methods for problem solution. Converts symbolic statements of work processes to detailed design, and coding into program language. Assists in and/or develops detailed programs and design and produces diagrams indication mathematical computations, sequence data and solutions. Additionally, is involved with test and system integration

GAITS Code	<b>Labor Category Description</b>
	(unit and/or software integration) of programs and consequent debugging of errors. <u>Minimum Education:</u> BS/BA in Computer Science, or related technical field.
<b>GAITS-017</b>	<b>Programming Specialist</b> - <u>Minimum/General Experience:</u> Four (4) years related work experience. <u>Functional Responsibility:</u> May perform work on operating systems or applications. Prepares a variety of computer programs, associated documentation, and design specifications, including logical system design diagrams. Assists in and/or conducts detailed analysis of defined system specifications and assists in and/or develops methods for problem solution. Converts symbolic statements of work processes to detailed design, and coding into program language. Assists in and/or develops detailed programs and design and produces diagrams indication mathematical computations, sequence data and solutions. Additionally, is involved with test and system integration (unit and/or software integration) of programs and consequent debugging of errors. <u>Minimum Education:</u> BS/BA in Computer Science, or related technical field.
<b>GAITS-018</b>	<b>Application Specialist, Sr.</b> - <u>Minimum/General Experience:</u> Seven (7) years related work experience with three (3) years as a specialist. <u>Functional Responsibility:</u> May perform work on operating systems or applications. Prepares a variety of computer programs, associated documentation, and design specifications, including logical system design diagrams. Assists in and/or conducts detailed analysis of defined system specifications and assists in and/or develops methods for problem solution. Converts symbolic statements of work processes to detailed design, and coding into program language. Assists in and/or develops detailed programs and design and produces diagrams indication mathematical computations, sequence data and solutions. Additionally, is involved with test and system integration (unit and/or software integration) of programs and consequent debugging of errors. <u>Minimum Education:</u> MS/MA in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-019</b>	<b>Principal Computer Scientist</b> - <u>Minimum/General Experience:</u> Nine (9) years related work experience with four (4) years as a specialist. <u>Functional Responsibility:</u> May perform work on operating systems or applications. Prepares a variety of computer programs, associated documentation, and design specifications, including logical system design diagrams. Assists in and/or conducts detailed analysis of defined system specifications and assists in and/or develops methods for problem solution. Converts symbolic statements of work processes to detailed design, and coding into program language. Assists in and/or develops detailed programs and design and produces diagrams indication mathematical computations, sequence data and solutions. Additionally, is involved with test and system integration (unit and/or software integration) of programs and consequent debugging of errors. <u>Minimum Education:</u> MS/MA in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-020</b>	<b>Principal Computer Scientist, Sr.</b> - <u>Minimum/General Experience:</u> Twelve (12) years related work experience with six (6) years as a specialist. <u>Functional Responsibility:</u> May perform work on operating systems or applications. Prepares a variety of computer programs, associated documentation, and design specifications, including logical system design diagrams. Assists in and/or conducts detailed analysis of defined system specifications and assists in and/or develops methods for problem solution. Converts symbolic statements of work processes to detailed design, and coding into program language. Assists in and/or develops detailed programs and design and produces diagrams indication mathematical computations, sequence data and solutions. Additionally, is involved with test and system integration (unit and/or software integration) of programs and consequent debugging of errors. <u>Minimum Education:</u>

GAITS Code	<b>Labor Category Description</b>
	MS/MA in a technical field or an equivalent combination of education, training and work experience.
<b>GAITS-021</b>	<b>Manager - IT/Technical</b> - <u>Minimum/General Experience:</u> Eight (8) years related work experience with three (3) years as a specialist. <u>Functional Responsibility:</u> Provides technical direction to a program or several small programs to ensure timely and cost-effective accomplishment of business objectives. Maintains a close liaison with clients on technical, management, and budgetary matters and implements work changes directed by the client with concurrence of upper management. Understands the technical/engineering dynamics of a particular project/subject, and can prepare and manage a solutions. Functional Areas in this category include Information Systems, Release/Project Management, Computer Operations, Logistics, and Technical Communications development. <u>Minimum Education:</u> BS/BA or an equivalent combination of education, training and work experience.
<b>GAITS-022</b>	<b>Manager - IT/Technical, Sr.</b> - <u>Minimum/General Experience:</u> Ten (10) years related work experience with six (6) years as a specialist. <u>Functional Responsibility:</u> Provides oversight and technical direction to a program area or several programs to ensure timely and cost-effective accomplishment of business objectives. Maintains a close liaison with clients on technical, management, functional and budgetary matters and directs the implementation of work changes directed by the client with concurrence of upper management. Understands the technical/engineering dynamics of a particular project/subject, and can plan, prepare and manage a solution. Functional Areas in this category include Program Management Office, Information Systems, Release/Project Management, Computer Operations, Logistics, and Technical Communications development. <u>Minimum Education:</u> BS/BA in Computer Science or related technical field.
<b>GAITS-023</b>	<b>Principal Project Management Engineer</b> - <u>Minimum/General Experience:</u> Ten (10) years related work experience with five (5) years as a specialist. <u>Functional Responsibility:</u> Provides oversight, planning, and direction to teams of Project Management Engineers, performing quality assurance, configuration management, data planning and database management, process improvement, technical support, technology evaluation and implementation planning, and project management, planning, budgeting, status tracking and contract administration. Works directly with clients to determine priorities, requirements, and for planning and approval of work efforts. Understands the technical/engineering requirements of a particular subject matter, and can plan, prepare and implement/manage a solution. Develops resource plans and implements project plans. Is thoroughly familiar with SEI CMM and ISO quality/management models. <u>Minimum Education:</u> MS/MA in Computer Science, or BS/BA with additional specialized work experience. Certification with ISO, SEI CMM or PMI.
<b>GAITS-024</b>	<b>Project Management Engineer, Sr.</b> - <u>Minimum/General Experience:</u> Eight (8) years related work experience with four (4) years as a specialist. <u>Functional Responsibility:</u> Provides oversight, planning, and direction to teams of Project Management Engineers, performing quality assurance, configuration management, data planning and database management, process improvement, technical support, technology evaluation and implementation planning, and project management, planning, budgeting, status tracking and contract administration. Works directly with clients to determine priorities, requirements, and for planning and approval of work efforts. Understands the technical/engineering requirements of a particular subject matter, and can plan, prepare and implement/manage a solution. Develops resource plans and implements project plans. Is thoroughly familiar with SEI CMM and ISO quality/management models. <u>Minimum Education:</u> BS/BA in Computer Science. Formal classes in ISO, SEI CMM or PMI.

GAITS Code	Labor Category Description
<b>GAITS-025</b>	<b>Project Management Engineer</b> - <u>Minimum/General Experience</u> : Six (6) years related work experience with two (2) years as a specialist. <u>Functional Responsibility</u> : Provides quality assurance, configuration management, data planning and database management, process improvement, technical support, technology evaluation and implementation planning, and project management, planning, budgeting, status tracking and contract administration. Works directly with clients to determine priorities, requirements, and for planning and approval of work efforts. Understands the technical/engineering requirements of a particular subject matter, and can plan, prepare and implement/manage a solution. Develops resource plans and implements project plans. Is familiar with SEI CMM and ISO quality/management models. <u>Minimum Education</u> : BS/BA in Computer Science. Familiar with ISO, SEI CMM or PMI.
<b>GAITS-026</b>	<b>Project Management Engineer, Jr.</b> - <u>Minimum/General Experience</u> : Five (5) years related work experience. <u>Functional Responsibility</u> : Provides quality assurance, configuration management, data planning and database management, process improvement, technical support, technology evaluation and implementation planning, and project management, planning, budgeting, status tracking and contract administration. Works directly with clients to determine priorities, requirements, and for planning and approval of work efforts. Understands the technical/engineering requirements of a particular subject matter, and can plan, prepare and implement/manage a solution. Develops resource plans and implements project plans. Is familiar with SEI CMM and ISO quality/management models. <u>Minimum Education</u> : BS/BA in Computer Science. Familiar with ISO, SEI CMM or PMI.
<b>GAITS-027</b>	<b>Technical Writer, Sr.</b> - <u>Minimum/General Experience</u> : Eight (8) years of professional writing experience in a technical or business environment. <u>Functional Responsibility</u> : Plans, supervises, and prepares various types of publications (e.g., assessment reports, analytical handbooks, system specifications, user/training manuals, brochures/pamphlets) by integrating original writing with inputs from technical as well as non-technical professionals. Analyzes industry standards and interprets client requirements for documentation, and establishes formatted style guides. Researches and translates complex technical information, and rewrites it for clarity and readability. Develops style guides and technical writing standards and procedures. Develops and delivers training classes for professionals writing original materials for client use. <u>Minimum Education</u> : BA/BS in English, Journalism, Education, Communications or a related field..
<b>GAITS-028</b>	<b>Technical Writer</b> - <u>Minimum/General Experience</u> : Five (5) years of professional writing experience in a technical or business environment. <u>Functional Responsibility</u> : Prepares various types of publications (e.g., assessment reports, analytical handbooks, system specifications, user/training manuals, brochures/pamphlets) by integrating original writing with inputs from technical as well as non-technical professionals. Analyzes industry standards and interprets client requirements for documentation, and establishes formatted style guides. Researches and translates complex technical information, and rewrites it for clarity and readability. Assists in the development of style guides and technical writing standards and procedures. Assists in the development and delivery of training classes for professionals writing original materials for client use. <u>Minimum Education</u> : BA/BS in English, Journalism, Education, Communications or a related field.

GAITS Code	<b>Labor Category Description</b>
<b>GAITS-029</b>	<p><b>Process Improvement Specialist, Sr.</b> - <u>Minimum/General Experience:</u> Seven (7) years of software developments experience, three (3) years of project management experience, and one (1) year of acquisition life cycle support experience. <u>Functional Responsibility:</u> Assists with consulting assignments to set up and organizational infrastructure capable of initiating and generating software process improvements. Provides expert technical advice and guidance in establishing Software Engineering Process Groups (SEPGs) and facilitates SEPG workshops to document existing software processes and determine those Key Process Areas (KPA) in need of improvement. Provides expert technical advice and guidance in establishing Process Action Teams (PATs) and facilitating PAT meetings to identify and prioritize action items, develop action plans and measures for success, and monitor progress towards the resolution of all process weaknesses in accordance with the Capability Maturity Model (CMM). Assists external evaluation teams in conducting an independent assessment of SPI efforts and in measuring progress since an initial Software Capability Evaluation (SCE). <u>Minimum Education:</u> BA/BS in Computer Science, Information Systems Management, or related field. Also certified by Carnegie Mellon University's Software Engineering Institute in the principals of CMM and/or SCE.</p>
<b>GAITS-030</b>	<p><b>Process Improvement Specialist</b> - <u>Minimum/General Experience:</u> Five (5) years of software developments experience, one (10) year of project management experience, and one (1) year of acquisition life cycle support experience. <u>Functional Responsibility:</u> Assists with consulting assignments to set up and organizational infrastructure capable of initiating and generating software process improvements. Provides expert technical advice and guidance in establishing Software Engineering Process Groups (SEPGs) and facilitates SEPG workshops to document existing software processes and determine those Key Process Areas (KPA) in need of improvement. Provides expert technical advice and guidance in establishing Process Action Teams (PATs) and facilitating PAT meetings to identify and prioritize action items, develop action plans and measures for success, and monitor progress towards the resolution of all process weaknesses in accordance with the Capability Maturity Model (CMM). Assists external evaluation teams in conducting an independent assessment of SPI efforts and in measuring progress since an initial Software Capability Evaluation (SCE). <u>Minimum Education:</u> BA/BS in Computer Science, Information Systems Management, or related field. Also certified by Carnegie Mellon University's Software Engineering Institute in the principals of CMM and/or SCE.</p>
<b>GAITS-031</b>	<p><b>CM/QA Specialist, Sr.</b> - <u>Minimum/General Experience:</u> Ten (10) years related work experience with four (4) years as a specialist. <u>Functional Responsibility:</u> Performs development, preparation, and modification of state-of-the-art quality assurance (QA) and configuration management procedures to ensure compliance with detailed customer specifications. Must be able to define and refine procedures in accordance with a life cycle methodology such as SEI CMM or ISO 9000. CM: Coordinates, conducts, and documents system and application configuration audits during development, test and integration phases prior to formal witnessed testing. Analyzes the test data obtained during system and formal witnessed testing to ascertain that the configuration items accurately meet the customer's requirements baseline. Documents the results of all configuration management activities. QA: Catalogs, reviews, updates, and executes test procedures. Coordinates, conducts and documents system and application level testing to ascertain that the tests accurately test the system capabilities against the customer's requirements baseline. Documents the results of all testing. <u>Minimum Education:</u> BS/BA or an equivalent combination of education, training and work experience.</p>

GAITS Code	<b>Labor Category Description</b>
<b>GAITS-032</b>	<p><b>CM/QA Specialist</b> - <u>Minimum/General Experience:</u> Eight (8) years related work experience with three (3) years as a specialist. <u>Functional Responsibility:</u> Assists in the development, preparation, and modification of state-of-the-art quality assurance (QA) and configuration management procedures to ensure compliance with detailed customer specifications. Assists the Sr. CM/QA Specialist in the following areas: CM: Coordinates, conducts, and documents system and application configuration audits during development, test and integration phases prior to formal witnessed testing. Analyzes the test data obtained during system and formal witnessed testing to ascertain that the configuration items accurately meet the customer's requirements baseline. Documents the results of all configuration management activities and provides it to the Sr. CM/QA Specialist or other designated authority. QA: Catalogs, reviews, updates, and executes test procedures. Coordinates, conducts and documents system and application level testing to ascertain that the tests accurately test the system capabilities against the customer's requirements baseline. Documents the results of all testing and provides it to the Sr. CM/QA Specialist or other designated authority. <u>Minimum Education:</u> BS/BA or an equivalent combination of education, training and work experience. Familiarity with process improvement models such as SEI CMM or ISO 9000 a plus.</p>
<b>GAITS-033</b>	<p><b>CM/QA Specialist, Jr.</b> - <u>Minimum/General Experience:</u> Five (5) years related work experience with one (1) year as a specialist. <u>Functional Responsibility:</u> Assists in the development, preparation, and modification of state-of-the-art quality assurance (QA) and configuration management procedures to ensure compliance with detailed customer specifications. Assists the Sr. CM/QA Specialist in the following areas: CM: Coordinates, conducts, and documents system and application configuration audits during development, test and integration phases prior to formal witnessed testing. Analyzes the test data obtained during system and formal witnessed testing to ascertain that the configuration items accurately meet the customer's requirements baseline. Documents the results of all configuration management activities and provides it to the Sr. CM/QA Specialist or other designated authority. QA: Catalogs, reviews, updates, and executes test procedures. Coordinates, conducts and documents system and application level testing to ascertain that the tests accurately test the system capabilities against the customer's requirements baseline. Documents the results of all testing and provides it to the Sr. CM/QA Specialist or other designated authority. <u>Minimum Education:</u> BS/BA or an equivalent combination of education, training and work experience. Familiarity with process improvement models such as SEI CMM or ISO 9000 a plus.</p>
<b>GAITS-034</b>	<p><b>Administrative Support</b> - <u>Minimum/General Experience:</u> Three (3) years of progressive experience in administrative areas. Must be capable of typing technical narrative and data. Must be capable of using various types of word processing equipment. <u>Functional Responsibility:</u> Takes detailed minutes of meetings to support contract tasks as required. Prepares draft minutes of meetings for approval by management. Prepares draft and final form technical documents which become deliverable items. Responsible for spelling, grammar, proper format and proofreading the finished documents. <u>Minimum Education:</u> Must be a high school graduate or equivalent.</p>
<b>GAITS-035</b>	<p><b>Data Analyst</b> - <u>Minimum/General Experience:</u> Three (3) years of progressive data analysis experience. <u>Functional Responsibility:</u> Evaluates, defines, standardizes, and tracks data elements and object names. Determines entity relationships, assigns attributes, and develops procedures for assessing data quality. Facilitates working groups of functional experts to establish central repository requirements for data storage, protection, and retrieval. Creates and populates data dictionaries. Provides a full range of validation and documentation support. <u>Minimum Education:</u> BS/BA in Computer Science, Engineering, Business or related field.</p>

GAITS Code	<b>Labor Category Description</b>
<b>GAITS-036</b>	<b>Sr. IV&amp;V Engineer - <u>Minimum/General Experience</u>:</b> Ten (10) years of experience with at least 7 years of specialized experience in area. <b>Functional Responsibility:</b> Performs and may lead the IV&V analysis of systems software design, implementation and integration tasks, or independently analyzes complex software development tasks within the engineering domain. <b><u>Minimum Education</u>:</b> Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.
<b>GAITS - 037</b>	<b>IV&amp;V Engineer - <u>Minimum/General Experience</u>:</b> Eight (8) years of experience with at least 6 years of specialized experience in area. <b>Functional Responsibility:</b> Performs and may lead the IV&V analysis of systems software design, implementation and integration tasks, or independently analyzes complex software development tasks within the engineering domain. <b><u>Minimum Education</u>:</b> Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.
<b>GAITS - 038</b>	<b>IV&amp;V Test Technician - <u>Minimum/General Experience</u>:</b> Six (6) years of related experience. <b>Functional Responsibility:</b> Primarily responsible to design, develop, fabricate, validate, and improve test platforms and processes. Responsible to derive test requirements from the customer and requirement specifications. This includes but is not limited to: creating/modifying test software/hardware as per requirements documentation, generating required acceptance test procedures, creating/maintaining relevant process documentation and provide support/training for test related activities for both Production and Design. Performs software validation before release to ensure software performs error-free under all test cases and circumstances. Performs official release of all software/hardware documentation into company-wide product configuration database for retrieval by all employees and contract manufacturers. <b><u>Minimum Education</u>:</b> Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.
<b>GAITS - 039</b>	<b>Senior IV&amp;V Systems Engineer - <u>Minimum/General Experience</u>:</b> Ten (10) years related experience. <b>Functional Responsibility:</b> Demonstrated experience in the IV&V processes and procedures as applied to the development of complex IT or similar systems; experience in design, development, and evaluation of various engineering programs; the ability to design, develop, and execute IV&V tests; understanding of NIST and FIPS security standards, and the IEEE software standards; knowledge of formal Risk Management, Configuration Management, and Quality Assurance processes used for large, complex systems; and, experienced in the use of Microsoft Office tools and Sharepoint. <b><u>Minimum Education</u>:</b> Master's degree in technology related field.
<b>GAITS - 040</b>	<b>IV&amp;V Systems Engineer - <u>Minimum/General Experience</u>:</b> Six (6) years related experience. <b>Functional Responsibility:</b> Demonstrated experience in the IV&V processes and procedures as applied to the development of complex IT or similar systems; experience in design, development, and evaluation of various engineering programs; the ability to design, develop, and execute IV&V tests; understanding of NIST and FIPS security standards, and the IEEE software standards; knowledge of formal Risk Management, configuration Management, and Quality Assurance processes used for large, complex systems; and, experienced in the use of Microsoft Office tools and Sharepoint. <b><u>Minimum Education</u>:</b> Bachelor's degree in technology related field.



GAITS Code	<b>Labor Category Description</b>
<b>GAITS - 041</b>	<p><b>Program Manager</b> - <u>Minimum/General Experience</u>: Eight (8) years related experience. Functional Responsibility: Management personnel which plans, organizes, and directs program-level activities. Ensures goals and objectives of the program are accomplished within contract terms and conditions. Interfaces with customer management personnel and is adept in oral and written communications. Capable of planning and managing multiple task orders, including task initiation, scheduling, staffing, executing, and reporting. Must be capable of interfacing with subcontractors and customer management and in preparing and delivering presentations. Reviews work products for correctness, adherence to the design concept, user standards, and progress in accordance with schedules. Prepares milestone status reports and presentations. <u>Minimum Education</u>: Bachelor's Degree in Computer Science, Engineering, or Information Technology.</p>
<b>GAITS - 042</b>	<p><b>Data Security Analyst-I</b> - <u>Minimum/General Experience</u>: Five (5) years with three years in specialization areas. Functional Responsibility: Applies systems analysis and design techniques to complex computer systems in a broad area. Applies competence in all phases of systems analysis techniques, concepts, and methods. Applies knowledge of available system software, computer equipment, regulations, and practices in a subject matter area. Recognizes probable conflicts and integrates diverse data sources. Produces innovative solutions for a variety of complex problems. Maintains and modifies complex systems or develops new subsystems. Guides users in formulating requirements. Advises on alternatives and implications of new/revised data processing systems. Analyses project proposals and identify omissions/errors in requirements. Conducts feasibility studies. Recommends optimum approach and develops system design. May serve as lead analyst in a design subgroup. May direct and integrate work of one or two lower level analysts. <u>Minimum Education</u>: Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies.</p>
<b>GAITS - 043</b>	<p><b>Data Security Analyst-II</b> - <u>Minimum/General Experience</u>: Eight (8) years with five years in specialization areas. Functional Responsibility: Applies systems analysis and design techniques to complex computer systems in a broad area. Applies competence in all phases of systems analysis techniques, concepts, and methods. Applies knowledge of available system software, computer equipment, regulations, and practices in a subject matter area. Recognizes probable conflicts and integrates diverse data sources. Produces innovative solutions for a variety of complex problems. Maintains and modifies complex systems or develops new subsystems. Guides users in formulating requirements. Advises on alternatives and implications of new/revised data processing systems. Analyses project proposals and identify omissions/errors in requirements. Conducts feasibility studies. Recommends optimum approach and develops system design. May serve as lead analyst in a design subgroup. May direct and integrate work of one or two lower level analysts. <u>Minimum Education</u>: Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies.</p>
<b>GAITS - 044</b>	<p><b>Budget Analyst/Resource Advisor</b> - <u>Minimum/General Experience</u>: Five (5) years of related experience. Functional Responsibility: Prepares, consolidates and distributes budget and related reports for departments and divisions throughout the organization or relating to particular programs. Works directly with project managers to analyze operating results, offer alternatives, and present results in report or briefing formats. Develops special reports and provides recommendations to senior management. <u>Minimum Education</u>: Bachelor's Degree.</p>

GAITS Code	<b>Labor Category Description</b>
<b>GAITS - 045</b>	<p><b>Logistician</b> - <u>Minimum/General Experience</u>: Five (5) years of experience in applying logistics concepts to the definition and interpretation of engineering performance requirements for systems and programs. Experience in logistics planning, evaluation, feasibility, design, risk assessment and documentation, maintenance concepts, specification preparation and review, computer aided analysis and document control. Also includes experience in long term reliability and maintainability, and life cycle costs. May include experience in logistics training, acquisition management and support, development of policies and procedures, and supporting/witnessing testing. Functional Responsibility: performs development planning, requirements analysis, baseline development, concept development/evaluation, technology planning and interoperability analysis. Develops logistics technical inputs to support engineering in system acquisition activities. Conducts risk assessment, interface evaluation and technical evaluations. Develops documentation for Integrated Logistic Support Plans, warranties, test demonstrations, maintenance plans, and technical orders/manual. <u>Minimum Education</u>: Bachelor's Degree in Engineering, Computer Science, Business or other related technical or functional discipline.</p>
<b>GAITS - 046</b>	<p><b>Principal Information Engineer</b> - <u>Minimum/General Experience</u>: Ten (10) years in the information systems field. Functional Responsibility: Applies an organization-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Performs enterprise strategic systems planning, enterprise information planning, and business area analysis. Performs process and data modeling in support of the planning and analysis efforts by using both manual and automated (integrated computer-aided software engineering [ICASE]) tools. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Assists in establishing standards for information systems procedures. Applies reverse engineering and re-engineering disciplines to develop migration strategies and planning documents. Has experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. <u>Minimum Education</u>: Ph.D in information systems, information technology, computer science, or similar technical discipline.</p>
<b>GAITS - 047</b>	<p><b>Principal Integration/Test Engineer</b> - <u>Minimum/General Experience</u>: Ten (10) years of related experience. Functional Responsibility: Manages test program from planning through execution and analysis for entire program. Provides senior-level guidance for test planning activities, develops test strategies, creates test plans, identifies simulation activities and performs and documents T&amp;E forecast planning. Also directs test planning workings groups and supervises the execution of the overall T&amp;E Program. Develops test documentation and guides the test execution program through verification planning, execution and results analysis in insure User Requirements compliance. <u>Minimum Education</u>: Advanced Degree or the equivalent years in experience.</p>
<b>GAITS - 048</b>	<p><b>Consultant 1</b> - <u>Minimum/General Experience</u>: Five (5) years of related experience, including supervisory and project management experience. Functional Responsibility: The Consultant is a recognized authority across multiple areas of expertise. Consultant provides leadership at a high technical and programmatic level for teams to accomplish customer sponsored projects, including new program development. Leadership comprises problem definition, identification of avenues of approach, identification of applicable resources, and execution of tasks within the project. <u>Minimum Education</u>: Bachelor's Degree.</p>

GAITS Code	<b>Labor Category Description</b>
<b>GAITS - 049</b>	<b>Consultant 2 - <u>Minimum/General Experience</u>:</b> Seven (7) years of related experience, including supervisory and project management experience. <b>Functional Responsibility:</b> The Consultant is a recognized authority across multiple areas of expertise. Consultant provides leadership at a high technical and programmatic level for teams to accomplish customer sponsored projects, including new program development. Leadership comprises problem definition, identification of avenues of approach, identification of applicable resources, and execution of tasks within the project. <b><u>Minimum Education</u>:</b> Bachelor's Degree.
<b>GAITS - 050</b>	<b>Consultant 3 - <u>Minimum/General Experience</u>:</b> Nine (9) years of related experience, including supervisory and project management experience. <b>Functional Responsibility:</b> The Consultant is a recognized authority across multiple areas of expertise. Consultant provides leadership at a high technical and programmatic level for teams to accomplish customer sponsored projects, including new program development. Leadership comprises problem definition, identification of avenues of approach, identification of applicable resources, and execution of tasks within the project. <b><u>Minimum Education</u>:</b> Bachelor's Degree.
<b>GAITS - 051</b>	<b>Consultant 4 - <u>Minimum/General Experience</u>:</b> Twelve (12) years of related experience, including supervisory and project management experience. <b>Functional Responsibility:</b> The Consultant is a recognized authority across multiple areas of expertise. Consultant provides leadership at a high technical and programmatic level for teams to accomplish customer sponsored projects, including new program development. Leadership comprises problem definition, identification of avenues of approach, identification of applicable resources, and execution of tasks within the project. <b><u>Minimum Education</u>:</b> Bachelor's Degree.
<b>GAITS - 052</b>	<b>Senior Consultant - <u>Minimum/General Experience</u>:</b> Fourteen (14) years of related experience, including extensive supervisory and project management experience. <b>Functional Responsibility:</b> The Senior Consultant is a recognized authority across multiple areas of expertise. The Senior Consultant provides leadership at a high technical and programmatic level for teams to accomplish customer sponsored projects, including new program development. Leadership comprises problem definition, identification of avenues of approach, identification of applicable resources, and execution of tasks within the project. <b><u>Minimum Education</u>:</b> Bachelor's Degree.
<b>GAITS - 053</b>	<b>Security Specialist - <u>Minimum/General Experience</u>:</b> Six (6) years of related experience with three (3) years at the supervisory level. <b>Functional Responsibility:</b> Acts as security team leader. Provides specialized knowledge in the development of risk management techniques to control vulnerabilities of classified systems and develops guides, formulated plans and analyzes approaches for cost effective security. <b><u>Minimum Education</u>:</b> Bachelor's Degree.
<b>GAITS - 054</b>	<b>Analyst - Mid Level - <u>Minimum/General Experience</u>:</b> Seven (7) years of computer experience in information systems design and management. <b>Functional Responsibility:</b> Applies developed skills and knowledge of techniques in specific professional, scientific/engineering, or technical area. Analyzes, evaluated and makes recommendations as part of a team or under supervision of senior personnel. Level dependent upon years of experience. <b><u>Minimum Education</u>:</b> Bachelor's Degree.
<b>GAITS - 055</b>	<b>Senior Analyst - <u>Minimum/General Experience</u>:</b> Eight (8) years of computer experience in information systems design and management. <b>Functional Responsibility:</b> Applies developed skills and knowledge of techniques in specific professional, scientific/engineering, or technical area. Analyzes, evaluated and makes recommendations as part of a team or under supervision of senior personnel. Level dependent upon years of experience. <b><u>Minimum Education</u>:</b> Bachelor's Degree.

GAITS Code	<b>Labor Category Description</b>
<b>GAITS - 056</b>	<b>Senior Management Consultant</b> - <u>Minimum/General Experience</u> : Twelve (12) years of related experience, including extensive supervisory and project management experience. Functional Responsibility: The Senior Management Consultant is a recognized authority across multiple areas of expertise. The Senior Management Consultant provides leadership at a high technical and programmatic level for teams to accomplish customer sponsored projects, including new program development. Leadership comprises problem definition, identification of avenues of approach, identification of applicable resources, and execution of tasks within the project. <u>Minimum Education</u> : Master's Degree.
<b>GAITS - 057</b>	<b>Senior Software Specialist</b> - <u>Minimum/General Experience</u> : Eight (8) years of related experience. Functional Responsibility: Implements software solutions involving various operating environments, database management systems, specialized software, or communications software. Performs analyses and studies, defines requirements, enhances or implements system software solutions, and performs tests. <u>Minimum Education</u> : Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.
<b>GAITS - 058</b>	<b>Senior Systems Analyst</b> - <u>Minimum/General Experience</u> : Six (6) years related experience. Functional Responsibility: Provide providing technical direction for personnel performing full life cycle analysis of computer software including system interfaces and performance. Reviews work products for correctness and adherence to the design concept and user standards, and ensure progress in accordance with schedules. Prepares milestone status reports and presentations. <u>Minimum Education</u> : Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.
<b>GAITS - 059</b>	<b>Senior Systems Architect</b> - <u>Minimum/General Experience</u> : Four (4) years related experience. Functional Responsibility: Provides technical leadership for design, engineering and integration of information systems, including network systems. Leads in system design, engineering and integration. Advises on insertion of new technologies and recommends solutions to enhance system performance and security. <u>Minimum Education</u> : Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.
<b>GAITS - 060</b>	<b>Subject Matter Expert</b> - <u>Minimum/General Experience</u> : Four (4) years related experience. Functional Responsibility: Provides high-level subject matter expertise for work described in the program/task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and/or implementation advice on complex problems which require a high level knowledge of the subject matter for effective implementation. <u>Minimum Education</u> : Masters Degree in a related field of effort.
<b>GAITS - 061</b>	<b>Senior Subject Matter Expert</b> - <u>Minimum/General Experience</u> : Eight (8) years related experience. Functional Responsibility: Provides high-level subject matter expertise for work described in the program/task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and/or implementation advice on complex problems which require a high level knowledge of the subject matter for effective implementation. <u>Minimum Education</u> : Masters Degree in a related field of effort.

GAITS Code	<b>Labor Category Description</b>
<b>GAITS - 062</b>	<b>Senior Project Manager</b> - <u>Minimum/General Experience</u> : Six (6) years related experience. <u>Functional Responsibility</u> : Management personnel responsible for technical direction of all project-level activities. Ensures goals and objectives of the project are accomplished within SOW. Responsible for interfacing with customer personnel and is adept in oral and written communications. <u>Minimum Education</u> : Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.
<b>GAITS - 063</b>	<b>Instructor I</b> - <u>Minimum/General Experience</u> : Four (4) years experience in information systems development, training or related fields. Must have two (2) years specialized experience. Demonstrated ability to communicate orally and in writing. <u>Functional Responsibility</u> : Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aides). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course forms). Trains personnel by conducting formal classroom courses, workshops and seminars. <u>Minimum Education</u> : Bachelor's Degree.
<b>GAITS - 064</b>	<b>Instructor II</b> - <u>Minimum/General Experience</u> : Six (6) years experience in information systems development, training or related fields. Must have four (4) years specialized experience. Demonstrated ability to communicate orally and in writing. <u>Functional Responsibility</u> : Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aides). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course forms). Trains personnel by conducting formal classroom courses, workshops and seminars. <u>Minimum Education</u> : Bachelor's Degree.

## GSA LABOR RATES SIN 132-51

<b>GAITS Code</b>	<b>Labor Category</b>	<b>Hourly Rates Prices shown herein are net (basic applicable discounts deducted)</b>
GAITS-001	Project Manager	\$80.53
GAITS-002	Network Engineer, Sr.	\$91.06
GAITS-003	Systems Engineer, Sr.	\$76.74
GAITS-004	Network Engineer	\$50.85
GAITS-005	Network Integration Specialist	\$54.95
GAITS-006	Computer Analyst	\$43.07
GAITS-007	LAN Administrator	\$38.66
GAITS-008	Communication Hardware Specialist, Sr.	\$109.59
GAITS-009	Communications Engineer, Sr.	\$124.54
GAITS-010	Web Developer	\$87.18
GAITS-011	Application Developer/Programmer	\$124.54
GAITS-012	Infrastructure Specialist, Jr.	\$43.05
GAITS-013	Infrastructure Specialist	\$76.74
GAITS-014	Principal Engineer	\$91.06
GAITS-015	Principal Engineer, Sr.	\$110.96
GAITS-016	Programming Specialist, Jr.	\$43.07
GAITS-017	Programming Specialist	\$91.06
GAITS-018	Application Specialist, Sr.	\$108.91
GAITS-019	Principal Computer Scientist	\$117.13
GAITS-020	Principal Computer Scientist, Sr.	\$132.03
GAITS-021	Manager - IT/Technical	\$80.53
GAITS-022	Manager - IT/Technical, Sr.	\$94.94
GAITS-023	Principal Project Management Engineer	\$99.62
GAITS-024	Project Management Engineer, Sr.	\$90.66
GAITS-025	Project Management Engineer	\$74.72
GAITS-026	Project Management Engineer, Jr.	\$61.77
GAITS-027	Technical Writer, Sr.	\$57.78
GAITS-028	Technical Writer	\$44.83
GAITS-029	Process Improvement Specialist, Sr.	\$92.65
GAITS-030	Process Improvement Specialist	\$79.70
GAITS-031	CM/QA Specialist, Sr.	\$84.68
GAITS-032	CM/QA Specialist	\$69.73
GAITS-033	CM/QA Specialist, Jr.	\$54.80
GAITS-034	Administrative Support	\$34.87
GAITS-035	Data Analyst	\$64.76

<b>GAITS Code</b>	<b>Labor Category</b>	<b>Hourly Rates Prices shown herein are net (basic applicable discounts deducted)</b>
GAITS-036	<b>Sr. IV&amp;V Engineer</b>	\$109.10
GAITS - 037	<b>IV&amp;V Engineer</b>	\$98.08
GAITS - 038	<b>IV&amp;V Test Technician</b>	\$75.05
GAITS - 039	<b>Senior IV&amp;V Systems Engineer</b>	\$111.27
GAITS - 040	<b>IV&amp;V Systems Engineer</b>	\$82.16
GAITS - 041	<b>Program Manager</b>	\$126.02
GAITS - 042	<b>Data Security Analyst-I</b>	\$98.64
GAITS - 043	<b>Data Security Analyst-II</b>	\$120.19
GAITS - 044	<b>Budget Analyst/Resource Advisor</b>	\$97.40
GAITS - 045	<b>Logistician</b>	\$59.41
GAITS - 046	<b>Principal Information Engineer</b>	\$171.19
GAITS - 047	<b>Principal Integration/Test Engineer</b>	\$124.63
GAITS - 048	<b>Consultant 1</b>	\$60.22
GAITS - 049	<b>Consultant 2</b>	\$80.21
GAITS - 050	<b>Consultant 3</b>	\$99.89
GAITS - 051	<b>Consultant 4</b>	\$109.39
GAITS - 052	<b>Senior Consultant</b>	\$171.28
GAITS - 053	<b>Security Specialist</b>	\$91.51
GAITS - 054	<b>Analyst - Mid Level</b>	\$90.35
GAITS - 055	<b>Senior Analyst</b>	\$119.64
GAITS - 056	<b>Senior Management Consultant</b>	\$218.37
GAITS - 057	<b>Senior Software Specialist</b>	\$141.38
GAITS - 058	<b>Senior Systems Analyst</b>	\$139.29
GAITS - 059	<b>Senior Systems Architect</b>	\$124.63
GAITS - 060	<b>Subject Matter Expert</b>	\$105.86
GAITS - 061	<b>Senior Subject Matter Expert</b>	\$108.71
GAITS - 062	<b>Senior Project Manager</b>	\$114.95
GAITS - 063	<b>Instructor I</b>	\$46.23
GAITS - 064	<b>Instructor II</b>	\$95.29

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

PREAMBLE

Global Analytic Information Technology Services, LLC 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 Federal Government contracts. To accelerate potential opportunities please contact:

Keith L. Dill

Vice President, Contracts and Procurement

Small Business Liaison Officer

**Global Analytic Information Technology Services, LLC**

1760 Old Meadow Road, Suite 150

McLean, Virginia 22102

Phone # (703) 748-7000, Fax # (703) 748-7001

[contracts@ppc.com](mailto:contracts@ppc.com)





BPA NUMBER \_\_\_\_\_

(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-35F-0644J \_\_\_\_\_, 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 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 of the Federal Supply Schedule Contract.

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the 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.