

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

Specialized in Internet/Intranet system and Data Warehousing system development. Provides project management and systems analysis, design, development, installation, and support.

Special Item No. 132-51, 132-51STLOC, 132-51RC Information Technology Professional Services

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D308	Millennium Conversion Services (Y2K)
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Automated News Services, Data Services, or Other Information Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

AcuSys, Inc.

4401 Ford Avenue, Suite 100
Alexandria, VA 22302-1464
Tel: (703) 894-1300 Ext. 2101
Fax: (703) 663-9833
[Http://www.acusysinc.com](http://www.acusysinc.com)

Contract Number: **GS-35F-0651M**

Period Covered by Contract: **July 24, 2012 through July 23, 2017**

General Services Administration
Federal Acquisition Service

Pricelist current through Modification PS-0030 dated February 22, 2012

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

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

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. Geographic Scope of Contract:

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

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

The acceptable geographic scope of this contract is domestic delivery only.

2. Contractor's Ordering Address and Payment Information:

Ordering Address:

AcuSys, Inc.
4401 Ford Avenue, Suite 100
Alexandria, VA 22302-1464
Tel: (703) 894-1300 Ext. 2101
Fax: (703) 663-9833

Payment Address:

AcuSys, Inc.

8627 Leroy Place, Suite 100
Fairfax, VA 22031-3306

Government purchase card will be acceptable for payment equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will not be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

Below are the telephone number(s) that can be used by ordering agencies to obtain technical and/or ordering assistance.

(703) 894-1300 Ext. 2101

3. Liability for Injury or Damage

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

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

Block 9: G. Order/Modification under Federal Schedule

Block 16: Data Universal Numbering System (DUNS): 92-788-8776

Block 30: Type of Contractor: A. Small Disadvantaged Business

Block 31: Woman-Owned Small Business: No

Block 36: Contractor's Taxpayer Identification Number (TIN): 54-1736451

4a. CAGE Code: 04SA4

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

5. FOB Destination

6. Delivery Schedule

a. Time of Delivery. The contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below.

SPECIAL ITEM NUMBER
132-51, 132-51STLOC, 132-51RC

DELIVERY TIME (Days ARO)
Per Task Order

b. **Urgent Requirements:** When the Federal Acquisition Service 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: No.
- b. Quantity: No.
- c. Dollar Volume: No.
- 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.

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, 132-51STLOC, 132-51RC - Information Technology (IT)
Professional Services

12. Ordering Procedures for Federal Acquisition Service Contracts

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

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

13. Federal Information Technology/Telecommunication Standards Requirements

Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, 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 2001)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

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

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. Contract Administration for Ordering Activities

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

16. GSA Advantage!

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

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

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

17. Purchase of Incidental, Non-Schedule Items

For administrative convenience, open market (non-contract) items may be added to a Federal Acquisition Service Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

18. Contractor Commitments, Warranties and Representations

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
 - (1) Time of delivery/installation quotations for individual orders;
 - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
 - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. Overseas Activities: Outside the Scope of this Contract.

20. Blanket Purchase Agreements (BPAs)

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

21. Contractor Team Arrangements

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

22. Installation, Deinstallation, Reinstallation

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

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

23. Section 508 Compliance.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at <http://www.acusysinc.com>. The EIT standard can be found at: <http://www.Section508.gov>.

24. Prime Contractor Ordering from Federal Acquisition Service Schedules

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

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Acquisition Service 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 Acquisition Service contract, the latter will govern.

25. **INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**
- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
 - (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
 - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
 - (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. Software Interoperability

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

27. Advance Payments

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

Terms and Conditions Applicable to Information Technology (IT) Professional Services (Special Item Number 132-51)

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services 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 Government location, as agreed to by the Contractor and the ordering office.

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering 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/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

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

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

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

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

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

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

6. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE GOVERNMENT

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

9. INDEPENDENT CONTRACTOR

All IT/EC 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 Government.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed 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.

11 INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/EC 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.

12. PAYMENTS

For firm-fixed price orders the Government 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

Product and Services Pricelist

16. INFORMATION TECHNOLOGY SERVICE DESCRIPTIONS

Internet/Intranet System Design and Development:

- Java and J2EE technology
- Microsoft ASP and COM, COM+ technology.
- Microsoft .net technology.
- Database driven Internet/Intranet system
- HTML programming.
- Common Gateway Interface (CGI) development using Perl.
- Transparent images and graphics development.
- Full range of system development, enhancement and technical support.

Database/Data Warehouse System Design and Development:

- Feasibility study and benchmark test.
- Application development using various GUI tools.
- Functional requirement analysis for enterprise information needs.
- Relational database analysis, design, and implementation.
- Data warehouse development which allows ad hoc reporting and on line analytical processing (OLAP) such as data drilling down, slicing, and dicing capabilities.
- Information retrieval system design and integration.
- Software evaluation, benchmarking, and rapid prototyping.
- Man machine interface analysis and application development.
- Independent verification and validation.
- Documentation and training.
- System maintenance, transition, and enhancement.

Client/Server System Design and Development:

- Performance evaluation of client and server software.
- Cost effective analysis of client and server software.
- Front-end application development with the client software.
- Server system development using remote procedure calls, SQL programming, and client/server communications.

System Reengineering and Software Integration:

- System analysis, design, and development using canned software in areas such as database, spreadsheet, word processing, and data communications.
- Functional requirement analysis and design.
- System implementation using various programming languages.
- Hardware and software procurement.
- Rapid prototyping.
- System acceptance test, training and technical support.
- Cross-platform system integration and networking.

Labor Category Descriptions**Project Manager**

Minimum/General Experience: Minimum of five years of experience in information technology, including increasing responsibilities in information system analysis, design, development and implementation. Good verbal and written communication skills are required.

Functional Responsibilities: Responsible for the overall management of the specific project/task. Work with the Contracting Officer's Technical Representative (COTR). Responsible for both the general administrative matters, such as budgeting and personnel, and the technical aspect of the project to ensure that the technical solutions and schedules in the task order are implemented in a timely manner.

Minimum Education: Bachelor of Science. Master's Degree in Computer Science or related field can substitute for three years of experience.

Senior Software Engineer I

Minimum/General Experience: Minimum of five years of experience in software engineering, including analysis, design, development, testing and debugging of computer software, recommending operating systems, telecommunications, hardware and software

Functional Responsibilities: Analyzes user requirements and specification, develops block diagrams and logic flow charts. Translates detailed process and data models into computer software. Develops, tests, debugs, and refines the computer software to produce the required product. Reviews the existing programs and assists in enhancing software to reduce operating time or improve efficiency.

Minimum Education: Bachelor of Science. Master's Degree in Computer Science or related field can substitute for three years of experience.

Senior Software Engineer II

Minimum/General Experience: Minimum of seven years of experience in information technology, including hands-on experience in complex system development.

Functional Responsibilities: Performs complex analysis, software design using formal specification, block diagrams and logic flow charts, other design techniques, and Computer Aided Software Engineering (CASE) tools. Develops, tests, debugs, and refines the computer software to produce the required product. Prepare required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Directs and oversees less experienced programmers.

Minimum Education: Bachelor of Science. Master's Degree in Computer Science or related field can substitute for three years of experience.

Software Engineer III

Minimum/General Experience: Minimum of three years of experience in software engineering, including analysis, design, development, testing and debugging of computer software. Good practical knowledge of information systems is required.

Functional Responsibilities: Performs analysis, software design using formal specification, block diagrams and logic flow charts, other design techniques, and Computer Aided Software Engineering (CASE) tools. Reviews the existing programs and assists in enhancing software to reduce operating time or improve efficiency.

Minimum Education: Bachelor of Science. Master's Degree in Computer Science or related field can substitute for three years of experience.

Software Engineer I

Minimum/General Experience: Good knowledge of software engineering and at least two programming languages.

Functional Responsibilities: Develops computer software under the supervision of senior software engineer. Write, debug, and unit test the software.

Minimum Education: Bachelor of Science or graduate of Computer Training school.

Software Engineer II

Minimum/General Experience: Minimum of two years of experience in software engineering, including analysis, design, development, testing and debugging of computer software.

Functional Responsibilities: Performs moderately complex analysis, software design using formal specification, block diagrams and logic flow charts, other design techniques, and Computer Aided Software Engineering (CASE) tools. Reviews the existing programs and assists in enhancing software to reduce operating time or improve efficiency.

Minimum Education: Bachelor of Science. Master's Degree in Computer Science or related field can substitute for three years of experience.

Internet Specialist I

Minimum/General Experience: Minimum of five years of experience in software engineering, including two years in Internet/Intranet application development.

Functional Responsibilities: Analyzes, design, and develops Internet/Intranet application. Reviews the existing programs and assists in enhancing usability, scalability and security.

Minimum Education: Bachelor of Science. Master's Degree in Computer Science or related field can substitute for three years of experience.

Web Security Administrator

Minimum/General Experience: Minimum of five years of experience in system administration, security administration, web system administration and networking. Familiar with a variety of the field's concepts, practices, and procedures.

Functional Responsibilities: Implement Web security policy. Monitor web system usage and security. Troubleshoots network access problems and implements network security policies and procedures. Ensures network (LAN/WAN, telecommunications, and voice) security access and protects against unauthorized access, modification, or destruction.

Minimum Education: Bachelor's Degree in Computer Science or related field. Master's Degree in Computer Science or related field can substitute for three years of experience.

Database Administrator

Minimum/General Experience: Minimum of four years of experience in database administration. Familiar with standard concepts, practices, and procedures within a particular field.

Functional Responsibilities: Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity of the company database. Implements data models and database designs, data access and table maintenance codes; resolves database performance issues, database capacity issues, replication, and other distributed data issues.

Minimum Education: Bachelor's Degree in Computer Science or related field. Master's Degree in Computer Science or related field can substitute for three years of experience.

Enterprise Resource Planning (ERP) Senior Business Analyst

Minimum/General Experience: Minimum of ten years of experience in enterprise resource planning, including requirement definition, business analysis and solution validation.

Functional Responsibilities: Under general direction, serves as senior subject matter expert associated with content, processes, and procedures associated with ERP. Defines detailed requirements, analyzes business needs, and validates solutions with the client. Specifies requirements through product development and other functions to support the project team. Monitors other business analysts in software development methods and processes and implementation of those methods. Evaluates development projects and assists in tailoring the development process to meet the project needs.

Minimum Education: College or equivalent education is required. Master's Degree can substitute for three years of experience.

Senior Business Analyst

Minimum/General Experience: Minimum of six years of experience in business analysis, including requirement definition, business process analysis and solution validation.

Functional Responsibilities: Under general supervision, serves as subject matter expert associated with content, processes, and procedures associated with enterprise applications. Applies functional knowledge to design and customize workflow systems that provide seamless integration for client/server applications. Writes functional requirements, develops test plans, and works with production issues.

Minimum Education: College or equivalent education is required. Master's Degree can substitute for three years of experience.

Documentation Specialist

Minimum/General Experience: Minimum of three years of experience in documentation.

Functional Responsibilities: Under general supervision, is responsible for preparing and/or maintaining systems, programming, and operations documentation, procedures, and methods including user manuals and reference manuals. Maintains a current internal documentation library. Provides or coordinates special documentation services as required.

Minimum Education: College or equivalent education is required. Master's Degree can substitute for three years of experience.

Software Architect

Minimum/General Experience: Minimum of ten years of experience in whole life cycle software development, including design, development, integration and support.

Functional Responsibilities: Works independently designing and developing new software products or major enhancements to existing software. May lead a large development team in the design of highly complex software systems. Acts as highest-level technical expert, addressing problems of systems integration, compatibility in multiple platforms. Responsible for project architecture design, evaluation, appraisal and change management. Performs feasibility analysis on potential future projects to management.

Minimum Education: Bachelor's Degree in Computer Science or related field. Master's Degree in Computer Science or related field can substitute for three years of experience.

Web Software Developer I

Minimum/General Experience: Minimum of two years of training in web application development, including HTML, scripting and components design and development.

Functional Responsibilities: Under general direction, assist with design and developing complex web applications, including requirement analysis, system design, development and coding, testing, and documentation. Requires instruction and guidance to work on all phases of web applications.

Minimum Education: College or equivalent education is required.

Web Software Developer II

Minimum/General Experience: Minimum of two years of experience in web application development, including HTML, scripting and components design and development.

Functional Responsibilities: Under general direction, design and develop complex web applications, including requirement analysis, system design, development and coding, testing, and documentation. Competent to work on most phases of web software development, but requires instruction and guidance in

other phases.

Minimum Education: College or equivalent education is required. Master's Degree can substitute for three years of experience.

Web Software Developer III

Minimum/General Experience: Minimum of four years of experience in web application development, including HTML, scripting and components design and development.

Functional Responsibilities: Under general direction, design and develop complex web applications, including requirement analysis, system design, development and coding, testing, and documents. Competent to work independently on all phases of software development cycle.

Minimum Education: College or equivalent education is required. Master's Degree can substitute for three years of experience.

Project Engineer

Minimum/General Experience: Minimum of eight years of experience in system applications development. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks.

Functional Responsibilities: Responsible for all phase of system development, including requirements analysis, system design, database applications development, testing and debugging, and recommending LAN/WAN-based operating systems, telecommunications, hardware and software. Provides technical support to project team members. Mentors junior software engineers.

Minimum Education: College or equivalent education is required. Master's Degree can substitute for three years of experience.

Program Manager

Minimum/General Experience: Minimum of ten years of experience in information technology, including increasing responsibilities in project management, personal and budgeting. Good verbal and written communication skills are required.

Functional Responsibilities: Responsible for the overall management of the projects. Strategically planning for resource and direction. Leads and directs the work of others. Help the project managers to successfully implement the contracts.

Minimum Education: Bachelor's Degree. Master's Degree in Computer Science or related field can substitute for three years of experience.

Federal Acquisition Service Authorized Information Technology Schedule Pricelist

GSA Labor Category	GSA Rate (Government Site)				
	7/24/2012	7/24/2013	7/24/2014	7/24/2015	7/24/2016
	7/23/2013	7/23/2014	7/23/2015	7/23/2016	7/23/2017
Project Manager	124.37	128.72	133.22	137.89	142.71
Senior Software Engineer I	101.15	104.69	108.36	112.15	116.07
Senior Software Engineer II	136.86	141.65	146.60	151.73	157.04
Software Engineer I	63.75	65.99	68.30	70.69	73.16
Software Engineer II	73.66	76.23	78.90	81.66	84.52
Software Engineer III	81.36	84.21	87.16	90.21	93.36
Internet Specialist I	156.41	161.88	167.55	173.41	179.48
GSA Labor Category	GSA Rate (Contractor Site)				
	7/24/2012	7/24/2013	7/24/2014	7/24/2015	7/24/2016
	7/23/2013	7/23/2014	7/23/2015	7/23/2016	7/23/2017
Web Security Administrator	89.48	92.61	95.85	99.21	102.68
Database Administrator	95.90	99.26	102.73	106.33	110.05
ERP Senior Business Analyst	140.43	145.34	150.43	155.70	161.14
Senior Business Analyst	83.21	86.12	89.13	92.25	95.48
Documentation Specialist	73.35	75.92	78.58	81.33	84.17
Software Architect	112.35	116.28	120.35	124.56	128.92
Web Software Developer I	39.82	41.21	42.65	44.15	45.69
Web Software Developer II	54.10	55.99	57.95	59.98	62.08
Web Software Developer III	72.99	75.54	78.19	80.93	83.76
Project Engineer	120.54	124.76	129.13	133.65	138.33
Program Manager	160.87	166.50	172.33	178.36	184.61

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

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact (**Insert Company Point of contact, phone number, e-mail address, fax number**).

Suggested Blanket Purchase Agreement (BPA) format:

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL ACQUISITION SERVICE SCHEDULE**

(Insert Customer Name)

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

_____.

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

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

Signatures

Agency

Date

Contractor

Date

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

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

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

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

(2) Delivery:

DESTINATION**DELIVERY SCHEDULE/DATES**

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

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE**POINT OF CONTACT**

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a) Name of Contractor;

(b) Contract Number;

- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Acquisition Service 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 Acquisition Service Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

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

Orders under a Team Arrangement are subject to terms and conditions of the Federal Acquisition Service Contract.

Participation in a Team Arrangement is limited to Federal Acquisition Service 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 Acquisition Service Contractors may individually meet the customer's needs, or -
 - Federal Acquisition Service Contractors may individually submit a Schedules “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.