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

Special Item No. 54151S - INFORMATION TECHNOLOGY (IT) 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 D310  IT Backup and Security Services
FPDS Code D311  IT Data Conversion Services
FPDS Code D313  Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316  IT Network Management Services
FPDS Code D317  Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services
FPDS Code D399  Other Information Technology Services, Not Elsewhere Classified

VASTEC, Inc.
1101 Channelside Drive Suite 100
Tampa, FL 33602
Ph: 813-375-9213, Fax: 813-902-3598
Email: gsasales@vastec.com

Business Size: Small Business
Website: www.vastec.com

MAS Federal Supply Schedule
Contract Number: GS-35F-065DA
Contract Period: November 30, 2015 through November 29, 2025
Through Modification PO-0013, effective November 30, 2020

General Services Administration
Federal Supply Service

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (http://www.gsaadvantage.gov).
EXECUTIVE SUMMARY

VASTEC, Inc. (VASTEC) is a small disability-owned business, headquartered in Tampa, FL, with locations in Texas, the Washington DC area and various customer sites nationwide. VASTEC specializes in Virtual Accessible Sustainable TEChnology professional services and solutions for government and commercial clients. Our mission is to provide quality products and services utilizing our experienced and skilled personnel, ensuring accurate and timely delivery to clients, while maintaining a secure environment where client-sensitive data is protected at the highest level. We have successfully served a number of Government agencies demonstrating expertise in the following areas:

- Secure conversion/scanning/digitization of paper and microform (microfiche & microfilm), x-rays, and large format, to digital media
- Data Cataloging and Classification
- Secure document storage, transfer and destruction
- High volume electronic data conversion (TIFF, PDF, XML)
- OCR and Forms Recognition of Structured and Unstructured Data
- Automated or assisted parsing of metadata (data mining)
- Automated data extraction & metadata capture
- Records management services
- Electronic database and document management solutions
- Secure Data Hosting, including FISMA/NIST compliant and DIACAP/RMF certified and ATO (authority to operate) accredited solutions
- Software Development
- Enterprise/Solution/Software Architecture
- Agile and DevOps environments
- Data Transformation and Analytics
- Professional Services and Staff Augmentation
- On-site & Off-site services
- Section 508 Accessibility Solutions (WCAG 2.0, Section 508 Refresh)
  - PDF, Form and Microsoft Suite Document Remediation
  - Website Accessibility Auditing
  - Accessibility Training
  - Accessibility Consulting

Our information technology (IT) solutions provide access to a wide range of technical services, subject matter experts and individuals skilled in various technological disciplines, including network administration, system engineering, solutions architecture, information assurance and data management. We are experienced in tailoring technical solutions to varied clientele ensuring cradle to grave services throughout the project life cycle.

VASTEC’s technical staff is experienced in various programming languages, operating systems, complex document formats, and technical tools and methodologies. Our expertise includes: XML, XSLT, TIFF, PDF, HTML, Visual Basic, VB Script, VB .NET, Visual Studio, JDK, XMP, CSV, SOAPUI, JRE, JavaScript, PERL, C#, MS SharePoint, J2EE, Java, Microsoft.NET, IIS, TCP-IP, JUNUIT, Eclipse, MS Windows, Unix (Linux: Redhat, Ubuntu, Mint), JBOSS, EAP/EWS, Oracle, SQL Server, MySQL, PostgreSQL, Service Oriented Architecture (SOA), Web Services – RESTful and JSON, ASP.NET, CA Rally, Jenkins, Subversion(SVN), GIT, Canary and Puppet.
Our program and operational teams bring years of IT industry knowledge and background to support unique project requirements with quick response times. We utilize industry best practices along with proprietary methodologies to effectively and efficiently provide qualified solutions for government and commercial clients alike.

VASTEC continues to be a trusted vendor for the Federal government, working with agencies such as the Department of Defense, Defense Health Agency, Department of Homeland Security, Department of Commerce, Department of Treasury and the Government Printing Office. We maintain a Secret facility security clearance and personnel with various levels of clearances including NACI, NACLC, MBI and Secret, and are well versed in the handling of sensitive, high value PII and PHI materials.

Additionally, VASTEC strongly supports and believes in the employment of both veterans and individuals with disabilities. Toward this initiative, VASTEC has partnered with veteran and non-profit organizations, including AbilityOne organizations in affiliation with SourceAmerica, whose mission is to increase the employment of people with disabilities, in order to provide employment assistance and training for those in need. In addition, VASTEC supports the Government’s strategic sourcing for HUBZone partnerships.
CUSTOMER INFORMATION

1a. Awarded Special Item Numbers (SINS):
   54151S – Information Technology (IT) Professional Services

1b. Lowest Priced Model: N/A

1c. Hourly Rates: See Special Item Numbers

2. Maximum Order:
   The Maximum Order for the following Special Item Numbers (SINs) is $500,000.
   Special Item Number 54151S – Information Technology Professional Services

3. Minimum Order: $100.00

4. Geographic Coverage (delivery area). USA

5. Point(s) of Production: United States

6. Prices shown are NET Prices.

7. Quantity Discounts: None

8. Prompt Payment Terms: 0% in Net 30 Days.

9a. Purchase cards are accepted at or below the micro-purchase threshold.

9b. Purchase cards are accepted above the micro-purchase threshold.

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

11a. Time of delivery: 30-60 days after receipt of order

11b. Expedited Delivery: Customer may contact the Contractor for expedited delivery

11c. Overnight and 2-day delivery: Customer may contact the Contractor for rates for overnight and 2-day delivery

11d. Urgent Requirements: Customer may contact the Contractor to effect a faster delivery

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

13a. Ordering Address:
   VASTEC, Inc.
   1101 Channelside Drive Suite 100
   Tampa, FL 33602

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

14. Payment Address:
   VASTEC, Inc.
   101 E. Kennedy Blvd Suite 3220
   Tampa, FL 33602
15. Warranty provision: N/A

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

17. Terms and conditions of Government purchase card acceptance: N/A

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

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

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

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

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

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

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

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

24b. Section 508 Compliance:

If applicable, Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): www.vastec.com

The EIT standard can be found at: www.Section508.gov/

25. Data Universal Number System (DUNS) number: 808137546

26. Contractor has registered with the Central Contractor Registration (CCR) database. Contractor’s Cage Code is 517V9.
1. SCOPE
   a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
   b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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

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

4. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
   d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.
5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

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

(1) Cancel the stop-work order; or

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

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

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

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

6. INSPECTION OF SERVICES


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 (Dec 2007) Rights in Data – General, may apply.
8. **RESPONSIBILITIES OF THE ORDERING ACTIVITY**
Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

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

10. **ORGANIZATIONAL CONFLICTS OF INTEREST**
   a. Definitions.
   “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
   “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.
   An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.
   b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

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

12. **PAYMENTS**
For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (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.
13. **RESUMES**
Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

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

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

16. **DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING**

**Labor Category Descriptions**

**Consultant I**

*Minimum General Experience*
Must have a minimum of 5 years of experience in the consulting field or other related work experience.

*Functional Responsibility*
Proficient in analysis and defining IT business needs, applying methodologies, support of program management, exposure to client issues, and development of IT project deliverables. Provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports technological business solutions. Diagnoses process improvement, process modeling and documentation, benchmarking activities, and exposure to change management principles.

*Minimum Education*
B.A. or B.S. degree, or equivalent experience

**Quality Assurance Manager**

*Minimum General Experience*
Must have 5 years of experience in quality assurance and quality control.

*Functional Responsibility*
Must be capable of maintaining and establishing a process for evaluating IT hardware/software and associated documentation. Must be able to determine the resources required for quality control. Must be able to maintain the level of quality throughout the IT process lifecycle. Develops quality assurance plans. Conducts formal and informal reviews at predetermined points throughout the development lifecycle.

*Minimum Education*
B.A. or B.S. degree, or equivalent experience
Analyst

Minimum General Experience
Must have 1 year of experience in one of the disciplines associated with the Analyst labor category.

Functional Responsibility
Understands fundamental information technology concepts, processes, practices, and procedures of the specific professional or technical assignment or in specialty area. Applies analytical research techniques in support of IT solutions based requirements. Uses established procedures and works under close supervision in support of assigned project.

Minimum Education
A.A. or A.S. degree, or equivalent experience

Computer Operator

Minimum General Experience
Must have 1 year of experience with computer systems and related hardware and software components.

Functional Responsibility
Operates IT hardware/software, including computers and peripherals, according to detailed instructions. Must have a good understanding of relevant information technology tools, systems, and applications per project requirements. Supports production processing and maintains appropriate logs and records.

Minimum Education
A.A. or A.S. degree, or equivalent experience

Data Technician

Minimum General Experience
Must have 1 year of experience in data entry.

Functional Responsibility
Manages IT data conversion processes, including receipt of hardcopy and electronic documents, data cataloguing, workflow management and delivery via developed systems. Reviews and determines document classification. Ensures adherence to client special handling instructions and requirements.

Minimum Education
A.A. or A.S. degree, or equivalent experience

Solutions Architect

Minimum General Experience
Must have 8 years of experience in design and application integration methodologies.

Functional Responsibility
Provides overall strategic vision in support of IT project requirements. Provides competent leadership, and highly specialized and technical guidance to complex IT solutions and system architecture challenges. Provides expertise in applying the enterprise architecture for business or technical activities to a specific system or function. Simultaneously plans, manages, and provides technical oversight for solutions architecture activities.
Minimum Education
B.A. or B.S. degree, or equivalent experience

Software Architect

Minimum General Experience
Must have 5 years of experience in the design and development of software applications.

Functional Responsibility
Provides competent leadership, and highly specialized and technical guidance to complex software architecture challenges, including but not limited to, the evaluation of technologies, including architectural patterns, architectural modeling, architectural views, component specification, and design principles. Provides expert advice on industry and software trends to customers in analyzing and planning their current and future IT needs. Provides expertise in applying the enterprise architecture for business or technical activities to a specific information system or software function. Simultaneously plans, manages, and provides technical oversight for software architecture activities.

Minimum Education
B.A. or B.S. degree, or equivalent experience

Senior Systems Engineer

Minimum General Experience
Must have 5 years of experience in the engineering and design of systems and related applications.

Functional Responsibility
Provides highly technical and specialized guidance, and solutions to complex information technology system engineering challenges. Performs IT systems analyses, studies, and reviews for architecture, standards, and system life cycle activities; evaluates analytically and systemically problems of workflows, organization, planning, interoperability, portability, and scalability and develops appropriate corrective action; and ensures systems and applications are compliant with standards for open systems architectures, reference models, and profiles as they apply to the specification and implementation of solutions on the application platform; across the application program interface, and the external environment/software application. Has substantive experience in the specific IT system engineering discipline(s) described in an actual task order proposal.

Minimum Education
B.A. or B.S. degree, or equivalent experience

Business Process Reengineering Specialist

Minimum General Experience
Must have 7 years of experience in process improvement and reengineering methodologies, including planning and reporting.

Functional Responsibility
Applies process improvement and reengineering methodologies and principles to conduct process modernization of IT related projects. Key coordinator between multiple systems design, development and analysis project teams to ensure enterprise-wide integration of reengineering efforts. Should apply as appropriate, activity data modeling, transaction flow analysis, and internal control and risk analysis, modern business methods and applies network/system performance measurement techniques.

Minimum Education
B.A. or B.S. degree, or equivalent experience
Senior Strategic Advisor

Minimum General Experience
Must have 15 years of related experience.

Functional Responsibility
Provides strategic guidance on complex IT projects including defining requirements, plan of action and milestones, and recommending approaches. Outlines programmatic objectives and their relationships with program stakeholders. Directs the development of IT systems design and architectural plans to meet objectives and monitors progress toward achievement of approved goals and objectives; takes steps to overcome any challenges that may delay successful completion of program deliverables.

Minimum Education
B.A. or B.S. degree, or equivalent experience

Senior Communications Specialist

Minimum General Experience
Must have 10 years of related experience.

Functional Responsibility
Implements information technology based communication initiatives. Provides technical development and input for the purpose of creating and delivering clear messages to target audiences in a consistent and cohesive manner. Develops print and electronic communications materials and oversees programming of social media content. Supports data and content development and database planning and design, for websites and other digital platforms.

Minimum Education
B.A. or B.S. degree, or equivalent experience

Data Management Analyst

Minimum General Experience
Must have a minimum of 1 year of experience in data/records management, handling and processing.

Functional Responsibility
Analyzes data in order to produce appropriate output and meet technical requirements. Understands fundamental IT concepts of data/records management and analysis and related processes and procedures. Uses established procedures and works under close supervision in support of assigned project.

Minimum Education
A.A. or A.S. degree, or equivalent experience

Program Director

Minimum General Experience
Must have 10 years of related experience.

Functional Responsibility
Directs the overall IT operations of a program; develops and recommends plans and programs, and implements related policies and procedures related to the management of IT resources. Serves as advisor on IT data conversion and applications/systems development projects within area of responsibility. Responsible for directing, planning, and organizing major IT program components. Assigns personnel and provides evaluation of results. Inputs resource
requirements, and allocates and controls resource utilization. Recommends and reviews policies and procedures for distribution and implementation.

**Minimum Education**
B.A. or B.S. degree, or equivalent experience

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**Senior Project Manager**

**Minimum General Experience**
Must have 5 years of project management/supervisory experience.

**Functional Responsibility**
Oversees the scheduling and technical performance of the IT program and related information/data management systems, and ensures schedules are followed and deliverables met. Analyze new and complex technology project-related problems and create innovative technical solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Organizes, directs, and coordinates the planning and productions of all activities associated with assigned delivery order projects.

**Minimum Education**
B.A. or B.S. degree, or equivalent experience

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**Senior Systems Software Engineer**

**Minimum General Experience**
Must have 7 years of experience in the engineering and design of software applications.

**Functional Responsibility**
Develops, researches, designs, implements, tests and evaluates software and processes in conjunction with IT systems and product development that enables computers to perform their applications. Applies principles and techniques of computer science, engineering, and mathematical analysis. Formulates and designs software systems, using scientific analysis and mathematical models to predict and measure outcome and consequences of design.

**Minimum Education**
B.A. or B.S. degree, or equivalent experience
## Pricing

<table>
<thead>
<tr>
<th>Contract Category</th>
<th>Hourly Rate</th>
</tr>
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<tbody>
<tr>
<td>Consultant I</td>
<td>$103.15</td>
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<tr>
<td>Quality Assurance Manager</td>
<td>$86.87</td>
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<tr>
<td>Analyst</td>
<td>$54.30</td>
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<tr>
<td>Computer Operator</td>
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<tr>
<td>Data Technician</td>
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<tr>
<td>Solutions Architect</td>
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<tr>
<td>Software Architect</td>
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<tr>
<td>Senior Systems Engineer</td>
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<tr>
<td>Business Process Reengineering Specialist</td>
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<td>Data Management Analyst</td>
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