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**302 Sentinel Drive**  
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**Annapolis Junction, MD 20701**  
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**Contract Holder**  
Contract No. GS-35F-0660N

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

Special Item No. 132-51 Information Technology Professional Services

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

**SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services

**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:** Offerors and Agencies are advised that the Group 70 – Information 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 performance by the publisher or manufacturer or one of their authorized agents.

**G2, Inc.**  
**302 Sentinel Dr**  
**Annapolis Junction, MD 20701**  
**410-290-9710**  
<http://www.g2-inc.com/>

Contract Number: GS-35F-0660N  
Period Covered by Contract: May 29, 2008 – May 27, 2018

General Services Administration  
Federal Acquisition Service

Pricelist current through Modification #5 dated July 10, 2014.

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

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

**SPECIAL NOTICE TO AGENCIES: Small Business Participation**

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

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

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

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

**1. GEOGRAPHIC SCOPE OF CONTRACT**

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

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

Offerors are requested to check one of the following boxes:

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

**2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION**

Ordering/Payment Address:

G2, Inc.  
Attn: Steven Bennett  
302 Sentinel Dr, Suite 300  
Annapolis Junction, MD 20701

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

410-290-9710

**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: 027103006

Block 30: Type of Contractor: B. Other Small Business

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - No

Block 37: Contractor's Taxpayer Identification Number (TIN): 52-2303495

Block 40: Veteran Owned Small Business (VOSB): No

- A: Service Disabled Veteran Owned Small Business
- B: Other Veteran Owned Small Business

4a. CAGE Code: 3AW01

4b. Contractor has not registered with the Central Contractor Registration Database.

**5. FOB DESTINATION**

**6. DELIVERY SCHEDULE**

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>132-51: IT Professional Services</u>	<u>As specified on task order</u>

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

**7. DISCOUNTS**

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

No additional discounts are being offered.

**8. TRADE AGREEMENTS ACT OF 1979, as amended**

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING**

**10. SMALL REQUIREMENTS**

The minimum dollar value of orders to be issued is \$100.00.

**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 \$500,000.00:  
Special Item Number 132-51 - Information Technology 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 (ex.: NetScape). 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. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if**-

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

## **18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

## **19. OVERSEAS ACTIVITIES**

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

Not Applicable

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

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

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

## **21. CONTRACTOR TEAM ARRANGEMENTS**

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

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

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

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the

ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

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

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes: Yes

No: \_\_\_\_\_

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): <http://www.g2-inc.com/>

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

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

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

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

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

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

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

### **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 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 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. 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**

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 2 COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I 2) OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts 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 (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. 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.

#### **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**

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

## GSA DESCRIPTIONS

### Awarded Labor Categories

#### **Subject Matter Expert**

*Minimum Experience:*

Eight (8) years in high security environment with at least 5 years technology management. Expert level familiarity with INFOSEC (IA) processes.

*Functional Responsibilities:*

Duties include but are not limited to: designing and overseeing the execution of INFOSEC (IA) programs as they relate to IT environments; advising executive level decisions makers on establishing organizational policies and technical oversight programs; advising Senior Executives on most applicable technical security approaches to reach a desired level of security in an organizational IT environment.

*Minimum Education:*

Technology Based Master's Degree or Bachelor's Degree with 8 additional years experience.

#### **Senior Security Engineer**

*Minimum Experience:*

Six (6) years experience in technology oriented security engineering support related to hardware, software, O/S and/or processes.

*Functional Responsibilities:*

Duties include but are not limited to: network security design engineering, intrusion detection/prevention engineering design and/or execution, environment risk assessments, network security architectural engineering, operating system security and operational security process engineering; providing direction to mid-level and junior staff on the tasks needed to implement security objectives.

*Minimum Education:*

Bachelor's Degree in Engineering related field, Computer Science or equivalent experience.

#### **Mid-Level Security Engineer**

*Minimum Experience:*

Four (4) years experience in technology oriented security engineering support related to hardware, software, O/S and/or processes.

*Functional Responsibilities:*

Duties include but are not limited to: network security design engineering, intrusion detection/prevention engineering execution, environment risk assessments, network security architectural engineering, operating system security and operational security process engineering; providing direction to junior staff on the tasks needed to implement security objectives.

*Minimum Education:*

Bachelor's Degree in Engineering related field, Computer Science or equivalent experience.

#### **Junior Security Engineer**

*Minimum Experience:*

Two (2) years experience in technology oriented security engineering support related to hardware, software, O/S and/or processes. System design and/or operational security engineering studies can be used to meet this requirement.

*Functional Responsibilities:*

Duties include but are not limited to: intrusion detection/prevention engineering execution, environment risk assessments, network security monitoring, operating system security and operational security process engineering

*Minimum Education:*

Associate's Degree or equivalent experience.

**Senior Network Engineer**

*Minimum Experience:*

Six (6) years engineering experience with four years managing network teams.

*Functional Responsibilities:*

Duties include but are not limited to: defining enterprise network architecture, managing complex network implementation, and performing project management. Also, must be able to direct multiple installation, troubleshooting, and remediation efforts.

*Minimum Education:*

Bachelor's Degree in Engineering related field, Computer Science or equivalent experience.

**Mid-Level Network Engineer**

*Minimum Experience:*

Four (4) years network engineering experience.

*Functional Responsibilities:*

Duties include but are not limited to: routine operation, monitoring, and troubleshooting of networks; test and evaluation of new technology; and installation and integration of systems and equipment. Must be able to perform network and system tracing including the use of TDR and protocol analyzer.

*Minimum Education:*

Bachelor's Degree in Engineering related field, Computer Science or equivalent experience.

**Junior Network Engineer**

*Minimum Experience:*

Two (2) years network engineering experience.

*Functional Responsibilities:*

Duties include but are not limited to: assisting with the installation, testing, operation, and documentation of networks. Working under supervision, will install and configure network technology including cabling, hubs, switches, and routers.

*Minimum Education:*

Associate's Degree or equivalent experience.

**Hardware Engineer Level 1**

*Minimum Experience:*

Two (2) years of experience in hardware engineering or support.

*Functional Responsibilities:*

Support the design of electrical, electronic, and/or mechanical solutions. Assists with the installation, testing, operation, and documentation of networks. Working under supervision, installs and configures network technology including cabling, hubs, switches, and routers.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Hardware Engineer Level 2**

*Minimum Experience:*

Eight (8) years of technical experience. Specific relevant experience in hardware engineering.

*Functional Responsibilities:*

Perform the design of electrical, electronic, and/or mechanical solutions. Routine operation, monitoring, and troubleshooting of networks; test and evaluation of new technology; and installation and integration of systems and equipment. Design of system and network architectures. Supports mission architecture to include power distribution and support system (HVAC/UPS). Integrates hardware and software to satisfy requirements and regulations.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Hardware Engineer Level 3**

*Minimum Experience:*

Twelve (12) years of technical experience including specific relevant experience in hardware engineering. At least two years of experience in an engineering leadership role.

*Functional Responsibilities:*

Leads the design of electrical, electronic, and/or mechanical solutions. Provides leadership in the analysis of system and/or network characteristics, troubleshoots problems and may recommend procurement and modifications to components.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Program Support Level 3**

*Minimum Experience:*

Nine (9) years of experience providing support to technical and engineering programs.

*Functional Responsibilities:*

Provide technical and/or business operations leadership to include project execution, planning, tracking and reporting. Perform planning and execution of project/program deliverables. Perform the development of software, hardware, system, or documentation deliverables. Applies management analysis processes, statistical methods, and advanced technical and analytical research techniques to determine solutions based on client requirements with an IT services/solutions-based scope. Analyzes operational activities to obtain a quantitative, rational basis for decision making and resource allocation. Employs process improvements and reengineering methodologies and principles for modernization of systems and projects. Creates project plans to achieve performance-based objectives, enhancing implementation, systems and service. Provides integral support in mission requirements determination, conceptualization, design, development, testing, verification and validation, documentation, and implementation of system applications.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Project/Program Manager Level 1**

*Minimum Experience:*

Five (5) years of experience managing projects or programs.

*Functional Responsibilities:*

Direct and oversee the planning, execution and performance of all contractor activities associated with the contract. Serve as the primary representative of the contractor and interface with the Contracting Officer's Representative (COR) regarding status of contractor program and technical activities and problems, issues or conflicts that require resolution. Organize, direct, and coordinate planning and execution for program and technical support activities. Provide competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of the program management. Manage the overall cost, schedule, performance, and risk through the completion of tasks within estimated time frames and budget constraints. Schedule and assign duties to subordinate contractors and subcontractors, as required, and ensure assignments are completed, as directed. Enforce work standards and review and resolve work discrepancies to ensure compliance with contract requirements. Responsible for the integrity of all work performed and all delivered product.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Project/Program Manager Level 3**

*Minimum Experience:*

Ten (10) years of technical experience and 5 years of experience managing projects or programs. Specific relevant experience managing systems development projects.

*Functional Responsibilities:*

Direct and oversee the planning, execution and performance of all contractor activities associated with the contract. Serve as the primary representative of the contractor and interface with the Contracting Officer's Representative (COR) regarding status of contractor program and technical activities and problems, issues or conflicts that require resolution. Organize, direct, and coordinate planning and execution for program and technical support activities. Provide competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of the program management. Organize, direct, and coordinate planning and execution of program/technical support activities. Meet and confer with Government management officials regarding the status of specific Contractor program/technical activities and problems, issues or conflicts regarding resolution. Elicit requirements from system stakeholders. Communicate effectively with engineers to convey requirements and ensure design meets stated requirements. Write project status reports and deliver oral presentations. Define project scope and schedule milestones and work with system development team to meet milestone dates. Manage project scope and or resource changes.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Project/Program Manager Level 4**

*Minimum Experience:*

Fourteen (14) years of technical experience and 9 years of experience managing projects or programs. Specific relevant experience managing systems development projects. Experience managing projects with multiple subcontractors.

*Functional Responsibilities:*

Direct and oversee the planning, execution and performance of contractor activities associated with the contract. Serve as the primary representative of the contractor and interface with the Contracting Officer's Representative (COR) regarding status of contractor program and technical activities and problems, issues or conflicts that require resolution. Organize, direct, and coordinate planning and execution for program and technical support activities. Provide competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of the program management. Organize, direct, and coordinate planning and execution of program/technical support activities. Meet and confer with Government management officials regarding the status of specific Contractor program/technical activities and problems, issues or conflicts regarding resolution. Elicit requirements from system stakeholders. Communicate effectively with engineers to convey requirements and ensure design meets stated requirements. Write project status reports, and deliver oral presentations. Define project scope and schedule milestones and work with system development team to meet milestone dates. Manage project scope and or resource changes. Manage a practice, including building a staff to support continued business development. Manage, lead and write management, technical and cost proposals.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Software Engineer Level 1**

*Minimum Experience:*

Two (2) years of experience in software engineering.

*Functional Responsibilities:*

Design, develop, and test application software to fulfill unique requirements on Windows, Unix, or other specified platforms. Build graphical user interfaces (GUIs) for custom applications. Respond to evolving requirements in an agile environment. Develop applications in advanced programming languages or assembly language.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Software Engineer Level 2**

*Minimum Experience:*

Four (4) years of experience in software engineering. Exposure to all aspects of the software engineering life cycle.

*Functional Responsibilities:*

Design, modify, develop, write and implement software applications. Review, analyze, and modify programming systems including coding, testing, debugging, installing and documenting to support an organization's software applications. Participate in the testing process through test review and analysis, test witnessing and certification of software. Guide users in formulating requirements, advises alternative approaches, and conduct feasibility studies. Integrate requirements, design and technology during the design and development of complex systems. Incorporate new plans, designs and systems into ongoing operations. Develop software documentation.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Software Engineer Level 3**

*Minimum Experience:*

Eight (8) years of experience in software engineering. Experience in all phases of the software engineering life cycle.

*Functional Responsibilities:*

Design, modify, develop, write and implement software applications. Review, analyze, and modify programming systems including coding, testing, debugging, installing and documenting to support an organization's software applications. May support system administrators with the installation of software applications. Participate in the testing process through test review and analysis, test witnessing and certification of software. Guide users in formulating requirements, advises alternative approaches, and conduct feasibility studies. Integrate requirements, design and technology during the design and development of complex systems. Incorporate new plans, designs and systems into ongoing operations. Develop software documentation.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Software Engineer Level 4**

*Minimum Experience:*

Twelve (12) years of experience in software engineering. Experience in all phases of the software engineering life cycle. Experience in a leadership role on a software development project.

*Functional Responsibilities:*

Lead programmer in various languages (may include Perl, C++, Java, J2EE, JavaScript; PL/SQL, HTML) and the design and implementation of databases. Participate in the design of software systems. Contribute as one of the senior members of a software development team. Design, modify, develop, write and implement software applications. Review, analyze, and modify programming systems including coding, testing, debugging, installing and documenting to support an organization's software applications. Participate in the testing process through test review and analysis, test witnessing and certification of software. Guides users in formulating requirements, advises alternative approaches and conducts feasibility studies. Responsible for the integration of requirements, design and technology during the design and development of complex system. Seamlessly incorporate new plans, designs and systems into ongoing operation. Develops associated software documentation. Integrate requirements, design and technology during the design and development of complex systems. Incorporate new plans, designs and systems into ongoing operations. Develop software documentation.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**System Administrator Level 2**

*Minimum Experience:*

Two (2) years of experience performing system administration.

*Functional Responsibilities:*

Set up, configure, load software, and provide administration of computers and/or network equipment. Provide support for development, testing, system integration, installation, and other IT functions. Interface with the following groups: software development, testing, integration, deployment, and sustainment.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**System Administrator Level 4**

*Minimum Experience:*

Ten (10) years of experience performing system administration. At least 2 years of experience in a leadership role.

*Functional Responsibilities:*

Lead administrator in the setup, configuration, installation and testing of computer and/or network equipment. Configure and manage WAN, LAN and server equipment. Implement industry and/or project specific rules and practices addressing security, optimization and performance. Troubleshoot and resolve computer and network problems. Serve as primary point of contact for the following groups: software development, testing, integration, deployment, and sustainment.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**System Engineer Level 2**

*Minimum Experience:*

Eight (8) years of technical experience. Specific relevant experience in system engineering.

*Functional Responsibilities:*

Provide system engineering support on large-scale systems, major system elements, and/or interfacing systems. Provide overall system engineering expertise in the architecture, design, development, requirements analysis, data flow, network design and/or implementation or testing for the program. Analyze user and stakeholder requirements, concept of operations documents, and high level system architecture to develop system requirements specifications. Develop detailed system architecture and system design documentation. Guide system development and implementation planning through assessment or preparation of system engineering management plans and system integration and test plans. Develop system configuration documentation, including detailed designs for capacity planning, security systems and disaster recovery. May perform engineering activities, including risk assessments and analyses of alternatives for a variety of system related issues and concerns. Interface with the following groups: software development, testing, integration, deployment, and sustainment. Perform in accordance with guidance including NSA/CSS Enterprise Architecture plans and guidance, System Engineering Policies, Standards Program and Capability Maturity Model integrated (CMMi) best practices. Work with project management on defining project scope and schedule milestones.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**System Engineer Level 3**

*Minimum Experience:*

Twelve (12) years of technical experience. Specific relevant experience in system engineering. Experience in all phases of the systems development life cycle.

*Functional Responsibilities:*

Overall technical lead of an engineering and development team. Analyze system requirements and lead design and development activities for complex systems. Guides users in formulating requirements, advises alternative approaches, and conducts feasibility studies. Responsible for the integration of requirements, design and technology during the design and development of complex systems. Seamlessly incorporate new plans, design and systems into ongoing operations. Develops associated technical documentation. Guides implementation of architectures and adheres to NSA/CSS Enterprise Architecture plans guidance, Systems Engineering Policies, Standards Program and Capability Maturity Model integrated (CMMi) best practices. Additional skills in concept visualization and the use of advanced multimedia tools desired. Additional functions may include but are not limited to: designing and overseeing the execution of INFOSEC (IA) programs as they relate to IT environments; advising executive level decision makers on establishing organizational policies and technical oversight programs; advising Senior Executives on most applicable technical security approaches to reach a desired level of security in an organizational IT environment.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**System Engineer Level 4**

*Minimum Experience:*

Fifteen (15) years of technical experience. Specific relevant experience in system engineering. Experience in all phases of the systems development life cycle.

*Functional Responsibilities:*

Performs a variety of senior level engineering tasks that are broad in nature and are concerned with system design, risk reduction, implementation and integration, including personnel, hardware, software and support facilities and/or equipment. Serves as key engineering person on projects for both customers and the project teams. Provides guidance and support to technical and programmatic requirements derivation. Provides senior technical guidance and leadership of engineering, analysis and development teams. Guides users and team members in formulating requirements, viability of alternative approaches, and conducts and evaluates feasibility studies. Responsible for the integration of requirements, design, risk mitigation and technology of complex systems. Provides guidance and support to ensure seamless incorporation of new plans, designs and systems into ongoing operations. Guides and participates in development of technical documentation associated with results analysis and risk mitigation. Guides implementation of architectures and adheres to standards including but not limited to: NSA/CSS Enterprise Architecture plans and guidance, Systems Engineering Policies, Standards Program and Capability Maturity Model integrated (CMMi) best practices.

The System Engineer Level 4 may also design, implement and maintain software applications and systems to include front end, middle tier or back end solutions using development or COTS software:

- Analyze functional system requirements.
- Document and implement steps necessary to ensure compliance with program requirements.
- Guide users and team members in formulating requirements.
- Integration of requirements, design, risk mitigation and technology of complex systems.
- Develop technical documentation associated with results analysis and system/software design.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Technical Specialist Level 1**

*Minimum Experience:*

Two (2) years of relevant technical experience.

*Functional Responsibilities:*

Duties include but are not limited to: intrusion detection/prevention engineering execution, environment risk assessments, network security monitoring, operating system security and operational security process engineering.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Technical Specialist Level 2**

*Minimum Experience:*

Four (4) years of relevant technical experience.

*Functional Responsibilities:*

Perform technical tasks in the areas of engineering or science. Perform research. Conduct studies. Communicate technical or scientific data via papers or presentations. Support the design and/or development of complex systems. Support or perform system, software or hardware engineering. Serve as a subject matter expert in a technical or scientific area or in an area of specialty in support of systems development, implementation, operation or support. Specialty areas of support may include but are not limited to: engineering, technical writing, training, graphics, technical research, planning, logistics, finance, budgeting or management.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Technical Specialist Level 3**

*Minimum Experience:*

Eight (8) years of relevant technical experience.

*Functional Responsibilities:*

Perform technical tasks in the areas of engineering or science. Perform research. Conduct studies. Communicate technical or scientific data via papers or presentations. Support the design and/or development of complex systems. Support or perform system, software or hardware engineering. Serve as a subject matter expert in a technical or scientific area or in an area of specialty in support of systems development, implementation, operation or support. Specialty areas of support may include but are not limited to: engineering, technical writing, training, graphics, technical research, planning, logistics, finance, budgeting or management.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Technical Specialist Level 4**

*Minimum Experience:*

Twelve (12) years of relevant technical experience.

*Functional Responsibilities:*

Lead technical tasks in the areas of engineering or science. Perform research. Conduct studies. Communicate technical or scientific data via papers or presentations. Support the design and/or development of complex systems. Support or perform system, software or hardware engineering. Serve as a subject matter expert in a technical or scientific area or in an area of specialty in support of systems development, implementation, operation or support. Specialty areas of support may include but are not limited to: engineering, technical writing, training, graphics, technical research, planning, logistics, finance, budgeting or management.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Test Engineer Level 3**

*Minimum Experience:*

Five (5) years of relevant technical experience.

*Functional Responsibilities:*

Conduct engineering studies, tests, and analysis to support the design and configuration of systems in operational and/or analytic environments. Design solutions and/or systems to support the testing, evaluation, development or maintenance of systems. Evaluate the health and status of systems and perform troubleshooting and corrective actions. Evaluate the characteristics of systems in areas that may include: usability, security, information assurance, performance, and compliance with requirements, standards and regulations.

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Test Engineer Level 4**

*Minimum Experience:*

Ten (10) years of relevant technical experience.

*Functional Responsibilities:*

Conduct engineering studies, tests, and analysis to support the design and configuration of systems in operational and/or analytic environments. Design solutions and/or systems to support the testing, evaluation, development or maintenance of systems. Evaluate the health and status of systems and perform troubleshooting and corrective actions. Evaluate the characteristics of systems in areas that may include: usability, security, information assurance, performance, and compliance with requirements, standards and regulations. Design and oversee the execution of engineering, testing, validation, certification & accreditation, or INFOSEC (IA) programs as they relate to IT environments; advising executive level decision makers on establishing organizational policies and technical oversight programs; advising Senior Executives on most applicable technical security approaches to reach a desired level of security in an organizational IT environment

*Minimum Education:*

Associate's Degree or 2 years of equivalent experience; Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

**Database Specialist**

*Minimum Experience:*

Eight (8) years of relevant experience.

*Functional Responsibilities:*

Applies subject matter knowledge to high level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation of database and/or software solutions. Resolves problems, which require an intimate knowledge of the related technical subject matter. Applies principles and methods of the subject matter to specialized solutions.

*Minimum Education:*

Bachelor's degree or 2 years of equivalent experience.

**Database Specialist (Senior)**

*Minimum Experience:*

Ten (10) years of relevant experience.

*Functional Responsibilities:*

Applies subject matter knowledge to high level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation of database and/or software solutions. Resolves problems, which require an intimate knowledge of the related technical subject matter. Applies principles and methods of the subject matter to specialized solutions.

*Minimum Education:*

Bachelor's degree or 2 years of equivalent experience.

### Information Assurance/Security Specialist (Senior)

*Minimum Experience:*

Ten (10) years of relevant experience.

*Functional Responsibilities:*

Applies subject matter knowledge to high level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation. Resolves problems, which require an intimate knowledge of the related technical subject matter. Applies principles and methods of the subject matter to specialized solutions in IA areas including: network security design engineering, intrusion detection/prevention engineering design and/or execution, environment risk assessments, network security architectural engineering, operating system security and operational security process engineering; providing direction to intermediate and junior staff on the tasks needed to implement security objectives.

*Minimum Education:*

Bachelor's degree or 4 years of equivalent experience.

### Information Assurance/Security Specialist (Master)

*Minimum Experience:*

Fifteen (15) years of relevant experience.

*Functional Responsibilities:*

Applies subject matter knowledge to high level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation. Resolves problems, which require an intimate knowledge of the related technical subject matter. Applies principles and methods of the subject matter to specialized solutions in IA areas including: network security design engineering, intrusion detection/prevention engineering design and/or execution, environment risk assessments, network security architectural engineering, operating system security and operational security process engineering; providing direction to intermediate and junior staff on the tasks needed to implement security objectives.

*Minimum Education:*

Bachelor's degree or 4 years of equivalent experience.

### Subject Matter Expert (Junior)

*Minimum Experience:*

Four (4) years of relevant experience.

*Functional Responsibilities:*

Duties include but are not limited to: designing and overseeing the execution of INFOSEC (IA) programs as they relate to IT environments; advising executive level decisions makers on establishing organizational policies and technical oversight programs; advising Senior Executives on most applicable technical security approaches to reach a desired level of security in an organizational IT environment.

*Minimum Education:*

Bachelor's degree.

### Web Designer

*Minimum Experience:*

Ten (10) years of relevant experience.

*Functional Responsibilities:*

Leads the application of a systematic, disciplined, quantified engineering approach to the development, operation and maintenance of web software. Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management.

*Minimum Education:*

Bachelor's degree or 3 years of equivalent experience.

## Web Content Analyst

**Minimum Experience:**

Six (6) years of relevant experience

**Functional Responsibilities:**

Applies business process improvement practices to design and develop methods for presentation of web-based content. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate information management guiding principles, cost savings, and open system architecture objectives.

**Minimum Education:**

Bachelor's degree or 4 years of equivalent experience; Master's Degree or 6 years of equivalent experience; PhD or 8 years of equivalent experience.

### Awarded GSA Pricing

Labor Category Title	Hourly Rate through 5/27/18
Subject Matter Expert	\$300.00
Senior Security Engineer	\$210.00
Mid-Level Security Engineer	\$180.00
Junior Security Engineer	\$150.00
Senior Network Engineer	\$210.00
Mid-Level Network Engineer	\$180.00
Junior Network Engineer	\$150.00
Hardware Engineer Level 1	\$107.12
Hardware Engineer Level 2	\$142.85
Hardware Engineer Level 3	\$163.11
Program Support Level 3	\$126.04
Project/Program Manager Level 1	\$105.12
Project/Program Manager Level 3	\$152.13
Project/Program Manager Level 4	\$174.67
Software Engineer Level 1	\$121.08
Software Engineer Level 2	\$135.79
Software Engineer Level 3	\$153.21
Software Engineer Level 4	\$186.32
System Administrator Level 2	\$134.48
System Administrator Level 4	\$173.18

System Engineer Level 2	\$155.94
System Engineer Level 3	\$180.42
System Engineer Level 4	\$192.09
Technical Specialist Level 1	\$89.13
Technical Specialist Level 2	\$143.58
Technical Specialist Level 3	\$188.69
Technical Specialist Level 4	\$214.28
Test Engineer Level 3	\$139.53
Test Engineer Level 4	\$186.44
Database Specialist	\$154.90
Database Specialist (Senior)	\$202.73
Information Assurance/Security Specialist (Senior)	\$187.05
Information Assurance/Security Specialist (Master)	\$203.61
Subject Matter Expert (Junior)	\$120.29
Web Designer	\$115.77
Web Content Analyst	\$96.10

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

PREAMBLE

G2, Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact:

Name: Steven Bennett

Phone: 410-290-9710

Fax: 301-317-1601

E-mail: steven.bennett@g2-inc.com



**(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) \_\_\_\_\_, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

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

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

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

(4) This BPA does not obligate any funds.

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

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

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

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

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

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;

- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

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**BASIC GUIDELINES FOR USING  
“CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

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

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.