



GSA 70 Schedule
AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
Contract Number GS-35F-0662S
REFRESH 32



Busienss Information Technology Solutions, Inc.
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Alexandria, VA 22310

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.

SIN 132-51 - 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

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.

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Contract Number: GS-35F-0662S

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General Services Administration
Federal Supply Service

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

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SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. Geographic Scope of Contract:

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

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

Offerors are requested to check one of the following boxes:

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

2. Contractor's Ordering Address and Payment Information:

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

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

703-752-6181

3. LIABILITY FOR INJURY OR DAMAGE

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

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:
- Block 9: G. Order/Modification Under Federal Schedule
 Block 16: Data Universal Numbering System (DUNS) Number: 169939688
 Block 30: Type of Contractor - B. Other Small Business
- Block 31: Woman-Owned Small Business - No
 Block 36: Contractor's Taxpayer Identification Number (TIN): 200096487
- 4a. CAGE Code: 33JP4
- 4b. Contractor has registered with the Central Contractor Registration Database.
5. FOB Destination
6. DELIVERY SCHEDULE
- (a) TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:
- SPECIAL ITEM NUMBER
132-51
- DELIVERY TIME (Days ARO)
As Negotiated
- (b) URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.
7. Discounts: Prices shown are NET Prices; Basic Discounts have been deducted.
- (a) Government Educational Institutions receive the same discounts as all other Government customers.
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 \$5,000
11. Maximum Order (All dollar amounts are exclusive of any discount for prompt payment.)
- (a) The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
 Special Item Number 132-51 - Information Technology (IT) Professional Services
12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS
- Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.
- (a) FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- (b) FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS

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

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)

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

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)

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

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

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

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

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

- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs

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

16. GSA Advantage!

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

- (a) Manufacturer;
- (b) Manufacturer's Part Number; and
- (c) Product categories.

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

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

- (a) 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));
- (b) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (c) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (d) 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:

None

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

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

21. CONTRACTOR TEAM ARRANGEMENTS

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

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

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

23. SECTION 508 COMPLIANCE.

Not applicable

The EIT standard can be found at: 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

1. SCOPE

- (a) The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services IT Services within the scope of this Information Technology Schedule.
- (b) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity , as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

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

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts

justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

- (a) Definitions.

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

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

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

- (b) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its

affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

DESCRIPTION OF IT SERVICES AND PRICING**Contractor Site :**

Contractor Site Rates				
Labor Category	Current Rate	DOA-9/27/2014	9/28/2014-9/27/2015	9/28/2015-9/27/2016
Subject Matter Expert III	\$202.08	\$206.12	\$210.24	\$214.45
Subject Matter Expert-II	\$181.25	\$184.88	\$188.57	\$192.34
Subject Matter Expert I	\$161.33	\$164.56	\$167.85	\$171.20
Program Manager	\$157.06	\$160.20	\$163.41	\$166.67
Project Manager	\$140.17	\$142.97	\$145.83	\$148.75
Technical Manager	\$135.96	\$138.68	\$141.45	\$144.28
Sr. Principal Engineer	\$125.47	\$127.98	\$130.54	\$133.15
Principal Engineer	\$111.81	\$114.05	\$116.33	\$118.65
Sr. Engineer	\$98.05	\$100.01	\$102.01	\$104.05
DBA Master	\$130.22	\$132.82	\$135.48	\$138.19
Sr. Applications DBA	\$122.85	\$125.31	\$127.81	\$130.37
DBA Jr.	\$59.80	\$61.00	\$62.22	\$63.46
Lead Auditor	\$141.05	\$143.87	\$146.75	\$149.68
Sr. Auditor	\$116.48	\$118.81	\$121.19	\$123.61
Jr. Auditor	\$86.45	\$88.18	\$89.94	\$91.74
Test Lead	\$84.15	\$85.83	\$87.55	\$89.30
Security Engineer	\$116.48	\$118.81	\$121.19	\$123.61
Information Assurance Specialist	\$94.76	\$96.66	\$98.59	\$100.56
Sr. Integration Engineer	\$117.76	\$120.12	\$122.52	\$124.97
Integration Engineer	\$108.56	\$110.73	\$112.95	\$115.20
Master IT Analyst	\$110.53	\$112.74	\$115.00	\$117.30
Enterprise Architect	\$146.28	\$149.21	\$152.19	\$155.23
Sr. Systems Architect	\$128.80	\$131.38	\$134.00	\$136.68
Clinical Informaticist-I	\$127.83	\$130.39	\$132.99	\$135.65
Clinical Informaticist-II	\$150.56	\$153.57	\$156.64	\$159.78
Sr. Applications Programmer	\$76.01	\$77.53	\$79.08	\$80.66
Lead Developer	\$114.14	\$116.42	\$118.75	\$121.13
Developer	\$102.27	\$104.32	\$106.40	\$108.53

Government Site:

Government Site Rates				
Labor Category	Current Rate	DOA-9/27/2014	9/28/2014-9/27/2015	9/28/2015-9/27/2016
Subject Matter Expert III	\$197.03	\$200.97	\$204.99	\$209.09
Subject Matter Expert-II	\$176.71	\$180.24	\$183.85	\$187.53
Subject Matter Expert I	\$157.30	\$160.45	\$163.65	\$166.93
Program Manager	\$153.14	\$156.20	\$159.33	\$162.51
Project Manager	\$136.67	\$139.40	\$142.19	\$145.04
Technical Manager	\$132.56	\$135.21	\$137.92	\$140.67
Sr. Principal Engineer	\$122.33	\$124.78	\$127.27	\$129.82
Principal Engineer	\$109.02	\$111.20	\$113.42	\$115.69
Sr. Engineer	\$95.60	\$97.51	\$99.46	\$101.45
DBA Master	\$126.97	\$129.51	\$132.10	\$134.74
Sr. Applications DBA	\$119.78	\$122.18	\$124.62	\$127.11
DBA Jr.	\$58.31	\$59.48	\$60.67	\$61.88
Lead Auditor	\$137.52	\$140.27	\$143.08	\$145.94
Sr. Auditor	\$113.57	\$115.84	\$118.16	\$120.52
Jr. Auditor	\$84.29	\$85.98	\$87.70	\$89.45
Test Lead	\$82.05	\$83.69	\$85.36	\$87.07
Security Engineer	\$113.57	\$115.84	\$118.16	\$120.52
Information Assurance Specialist	\$92.39	\$94.24	\$96.12	\$98.05
Sr. Integration Engineer	\$114.82	\$117.12	\$119.46	\$121.85
Integration Engineer	\$105.85	\$107.97	\$110.13	\$112.33
Master IT Analyst	\$107.77	\$109.93	\$112.12	\$114.37
Enterprise Architect	\$142.62	\$145.47	\$148.38	\$151.35
Sr. Systems Architect	\$125.58	\$128.09	\$130.65	\$133.27
Clinical Informaticist-I	\$124.64	\$127.13	\$129.68	\$132.27
Clinical Informaticist-II	\$146.80	\$149.74	\$152.73	\$155.79
Sr. Applications Programmer	\$74.11	\$75.59	\$77.10	\$78.65
Lead Developer	\$111.28	\$113.51	\$115.78	\$118.09
Developer	\$99.71	\$101.70	\$103.74	\$105.81

Subject Matter Expert III	
Functional Responsibility	
<p>Subject Matter Experts serves as technical expert in specialized functional areas relevant to a particular project. SME produces and reviews substantive and complex technical documentation reflecting detailed knowledge of functional or technical areas as identified in the statement of work. Documentation subjects include, but are not limited to, technology assessments, systems design, business process design, system architecture, feasibility studies, interoperability standards, and system specifications.</p> <p>The SME provides technical and functional advice in counseling both client and contracted team members in his/her technical areas. The SME analyzes business procedures, processes, and problems to understand how IT systems can best support customer business objectives. The SME often has experience as a corporate leader with recognized expertise in functional domains (e.g., finance, personnel, acquisition, health, etc.) or technical disciplines (e.g., computer security, network engineering, customer relationship management systems, etc.). The SME has years of specialized experience that is highly valued by the marketplace.</p>	
Minimum Education/Experience:	
<ul style="list-style-type: none"> • Minimum 18 years of industrial experience in their recognized field of expertise • Education requirement at the Masters level or higher Consistent and widespread reputation across the community and discipline in which they work and it is indicative of compensation which is well above the norm. Solely based on degree or years of experience • IT related certifications applicable to field of study 	
Subject Matter Expert II	
Functional Responsibility	
<p>Subject Matter Experts serves as technical expert in specialized functional areas relevant to a particular project. SME produces and reviews substantive and complex technical documentation reflecting detailed knowledge of functional or technical areas as identified in the statement of work. Documentation subjects include, but are not limited to, technology assessments, systems design, business process design, system architecture, feasibility studies, interoperability standards, and system specifications.</p> <p>The SME provides technical and functional advice in counseling both client and contracted team members in his/her technical areas. The SME analyzes business procedures, processes, and problems to understand how IT systems can best support customer business objectives. The SME often has experience as a corporate leader with recognized expertise in functional domains (e.g., finance, personnel, acquisition, health, etc.) or technical disciplines (e.g., computer security, network engineering, customer relationship management systems, etc.). The SME has years of specialized experience that is highly valued by the marketplace.</p>	
Minimum Education/Experience:	
<ul style="list-style-type: none"> • Education requirement is a Advanced Degree, at the Masters level or higher in Computer science or IT related Program • Minimum 15 years of industrial experience in their recognized field of expertise • Consistent and widespread reputation across the community and discipline in which they work and it is indicative of compensation which is well above the norm • Solely based on degree or years of experience. 	
Subject Matter Expert I	
Functional Responsibility	
<p>Subject Matter Experts serves as technical expert in specialized functional areas relevant to a particular project. SME produces and reviews substantive and complex technical documentation reflecting detailed knowledge of functional or technical areas as identified in the statement of work. Documentation subjects include, but are not limited to, technology assessments, systems design, business process design, system architecture, feasibility studies, interoperability standards, and system specifications. The SME provides technical and functional advice in counseling both client and contracted team members in his/her technical areas. The SME analyzes business procedures, processes, and problems to understand how IT systems can best support customer business objectives. The SME often has experience as a corporate leader with recognized expertise in functional domains (e.g.,</p>	

finance, personnel, acquisition, health, etc.) or technical disciplines (e.g., computer security, network engineering, customer relationship management systems, etc.). The SME has years of specialized experience that is highly valued by the marketplace.
Minimum Education/Experience:
<ul style="list-style-type: none"> • Education requirement is a Bachelor's degree or equivalent in computer science or IT related field • Minimum of 10 years of industrial experience in their recognized field of expertise. • Generally has an advanced degree, but it is not required. • Consistent and widespread reputation across the community and discipline in which they work and it is indicative of compensation which is well above the norm • Is solely based on degree or years of experience. Education requirement is a Bachelor's degree or equivalent.
Program Manager
Functional Responsibility
Directs all phases of programs from inception through completion. Responsibilities include: manage the cost, schedule, and technical performance of programs - may be for several individual programs and/or a larger, complex program; deal with established programs having well-defined requirements where the associated products are built to existing specifications and drawings; generate project plan and perform project monitoring and control to ensure that contractual requirements are achieved within cost and schedule constraints; direct the work of employees assigned to the program from technical, manufacturing and administrative areas; proactively manage changes in project scope, identify potential risks, and devise contingency plans; identify and mitigate technical risks with a comprehensive risk management plan; coordinate/ lead detailed design efforts to ensure compliance with flowed requirements; conduct peer reviews and both internal and external design reviews (SRR, PDR, CDR, and TFF); coordinate/lead test planning and execution, including support to customer field and flight tests as required; coordinate with quality and manufacturing to support the transition from development to full-rate production; provide support in pursuit of new business opportunities, including coordination of proposals, presentations of capabilities, and marketing briefs to customers.
Minimum Education/Experience:
<ul style="list-style-type: none"> • Minimum of an undergraduate degree or recognized diploma in Computer Science or related field • Minimum 7 years demonstrable experience at a Project Manager level in the project implementation management and environments • Excellent analytical, organizational and problem-solving aptitude • Completed at least 7 full lifecycle implementations • 7 years Project Management experience managing several large projects and several programs • Strong working knowledge of, and significant hands on experience with Program / Project Management • Preparation of responses to RFPs, RFIs, and other services requisitions, specifications and contracts • Serves as a leader for further development of internal corporate business practices, strategic plans and marketing strategies • Conducts comprehensive cost / benefit analysis and prepare business cases for projects. • Excellent knowledge of several business areas (Functional, Technical, Change Management, etc..) • Excellent knowledge of several business processes (Req to check, Invoice to cash, etc.) • Working knowledge of Microsoft Office Suite • Personal integrity and interpersonal skills and abilities • Program Manager level knowledge and proven hands on experience in : • Program / Project management knowledge with full systems development lifecycle and classes • Supervision of project teams consisting of several areas (Functional Team, Technical Teams, Change Management, etc.) • Excellent written and oral communication skills • Implementation methodologies, technologies and standards
Project Manager
Functional Responsibility
Serves as the central point of contact for delivery orders and interfaces with the Contracting Officers Technical Representatives. Establishes and enforces procedures to assure that all tasks are performed in accordance with

applicable standards, quality requirements, estimated costs, and schedules. Coordinates development, quality assurance, configuration management, documentation support, software maintenance, and daily supervision of subordinates. Prepares reports and delivers briefings on the status of task assignments to contract management personnel and technical points of contact. A review work of subordinates, resolve discrepancies, prioritizes work, and accommodates changes.

Minimum Education/Experience:

- Minimum of an undergraduate degree or recognized diploma in Computer Science or related field
- Minimum 6 years demonstrable experience at a Project Manager level in the project implementation management and environments
- Excellent analytical, organizational and problem-solving aptitude
- Completed at least 6 full lifecycle implementations
- 6 years Project Management experience managing several medium to large projects
- Strong working knowledge of, and significant hands on experience with Project Management
- Preparation of responses to RFPs, RFIs, and other services requisitions, specifications and contracts
- Serves as a leader for further development of internal corporate business practices, strategic plans and marketing strategies
- Conducts comprehensive cost / benefit analysis and prepare business cases for projects.
- Excellent knowledge of several business processes (Req to check, Invoice to cash, etc.)
- Working knowledge of Microsoft Office Suite
- Personal integrity and interpersonal skills and abilities
- Project Manager level knowledge and proven hands on experience in :
- Project management knowledge with full systems development lifecycle and classes
- Supervision of project teams consisting of several areas (Functional Team, Technical Teams, Change Management , etc)
- Excellent written and oral communication skills
- Implementation methodologies, technologies and standards

Technical Manager

Functional Responsibility

Serves as the central point of contact for a particular delivery/task order and interfaces with the Government's Technical Representative. Establishes and enforces procedures to assure that the task is performed in accordance with applicable standards, quality requirements, estimated costs, and schedules. Coordinates development, quality assurance, configuration management, documentation support, software maintenance, and daily supervision of subordinates. Prepares reports and delivers briefings on the status of task assignments to contract management personnel and technical points of contact. Reviews work of subordinates, resolves discrepancies, prioritizes work, and accommodates changes.

Minimum Education/Experience:

- Minimum of an undergraduate degree or recognized technical diploma in Computer Science or related field
- Minimum 6 years demonstrable experience at a Technical Manager level in the information systems management
- Excellent analytical, organizational and problem-solving aptitude
- 6 years' experience of Technical Management / Leadership experience managing several medium to large projects
- Strong working knowledge of, and significant hands on experience with Technical Project Management / Leadership
- Contributes to the further development of internal corporate business practices, strategic plans and marketing strategies
- Serves as a leader for further development of internal corporate business practices, strategic plans and marketing strategies
- Conducts comprehensive cost / benefit analysis and prepare business cases for projects
- Preparation of technical information in response to proposals, perform risk analysis, and manage change control in relation to technical activities
- Ability to define application architecture in a large, complex computing environment

- Provide technical architecture leadership in relation to analysis, design, development and enhancement
- Working knowledge of Microsoft Office Suite
- Personal integrity and interpersonal skills and abilities
- Technical Manager level knowledge and proven hands on experience in :
- Project management knowledge with full systems development lifecycle and classes
- Supervision of technical project teams consisting of several areas (Security, Development, Database Administration, etc.)
- Application design, development and implementation of large database projects
- Excellent written and oral communication skills
- Data management methodologies, technologies and standards

Senior Principal Engineer - Technical

Functional Responsibility:

Directs, coordinates, and exercises functional authority for planning, organization, control, integration, and completion of engineering projects within area of assigned responsibility. Requires broad knowledge of developments in various fields of science as well as thorough grounding in general techniques of mathematical and physical analysis and optimization.

Minimum Education/Experience:

- Minimum of an undergraduate degree or recognized technical diploma in Computer Science or related field
- Minimum 5 years demonstrable experience at a Senior Principal consultant level in the information management and systems environment
- Excellent analytical, organizational and problem-solving aptitude
- 5+ years' experience with technology (Oracle, etc)
- Possess a sound working knowledge of, and significant hands on experience with Project Management
- Provide Senior Principal level programming as required
- Serve as Project Lead or Project Manager via management of end to end system lifecycle development of major projects
- Contribute to the further development of internal corporate business practices, strategic plans and marketing strategies
- Assist with proposal for project, perform risk analysis, and manage change control in relation to technical activities
- Provide process, data and object modeling in a variety of application and database environments
- Ability to define application architecture in a large, complex computing environment
- Proficient with different programming languages
- Database experience
- System Administration experience
- Maintain principal level expertise in industry leading information management technologies
- Provide database design, development, and enhancement, as well as management and coordination of changes to existing applications
- Provide technical architecture analysis, design, development and enhancement
- Working knowledge of Microsoft Office Suite
- Personal integrity and interpersonal skills and abilities
- Senior Principal level knowledge and proven hands on experience in :
- Project management knowledge with full systems development lifecycle
- Supervision of project team consisting of ten personnel or more
- Application design, development and implementation of large database projects
- Excellent written and oral communication skills
- Data management methodologies, technologies and standards

Principal Engineer- Technical

Functional Responsibility:

Coordinates, and exercises functional authority for planning, organization, control, integration, and completion of

engineering projects within area of assigned responsibility. Requires broad knowledge of developments in various fields of science as well as thorough grounding in general techniques of mathematical and physical analysis and optimization.

Minimum Education/Experience:

- Minimum of an undergraduate degree or recognized technical diploma in Computer Science or related field
- Minimum 3 years demonstrable experience at a principal consultant level in the information management and systems environment
- Excellent analytical, organizational and problem-solving aptitude
- 2-5 years' experience with technology (Oracle, etc)
- Provide principal level programming as required
- Oversee minor project being led by intermediate level staff under your supervision
- Provide process, data and object modeling in a variety of application and database environments
- Ability to define application architecture in a large, complex computing environment
- Proficient with different programming languages
- Database experience
- System Administration experience
- Maintain principal level expertise in industry leading information management technologies
- Provide database design, development, and enhancement, as well as management and coordination of changes to existing applications
- Provide technical architecture analysis, design, development and enhancement
- Working knowledge of Microsoft Office Suite
- Personal integrity and interpersonal skills and abilities
- Principal level knowledge and proven hands on experience in :
- Project management knowledge with full systems development lifecycle
- Supervision of project team consisting of five personnel or more
- Application design, development and implementation of medium to large database projects
- Excellent written and oral communication skills
- Data management methodologies, technologies and standards

Senior Engineer- Technical

Functional Responsibility:

Exercises functional authority for planning, organization, control, integration, and completion of engineering projects within area of assigned responsibility. Requires broad knowledge of developments in various fields of science as well as thorough grounding in general techniques of mathematical and physical analysis and optimization.

Minimum Education/Experience:

- Minimum of an undergraduate degree or recognized technical diploma in Computer Science or related field
- Minimum 2 years demonstrable experience at a senior consultant level in the information management and systems environment
- Excellent analytical, organizational and problem-solving aptitude
- 2 years experience with technology (Oracle, etc.)
- Provide senior level programming as required
- Provide process, data and object modeling in a variety of application and database environments
- Proficient with different programming languages
- Database experience
- System Administration experience
- Maintain senior level expertise in industry leading information management technologies
- Working knowledge of Microsoft Office Suite
- Personal integrity and interpersonal skills and abilities
- Senior level knowledge and proven hands on experience in :

<ul style="list-style-type: none"> • Application design, development and implementation of small to medium database projects • Excellent written and oral communication skills
DBA Master
Functional Responsibility
<p>Conducts technical research, testing, evaluation and documentation of moderately complex hosting/configuration tools and methodologies to ensure that tools are current and functional Plans technical support infrastructure through the creation of service level agreements; leads the transition from application development to support to ensure that appropriate support is available to clients in a timely and efficient manner. Works with third party vendors to develop and/or integrate their applications into company products to ensure that applications are in accordance with company product standards and guidelines. Works with product development teams and senior designers to develop architectural requirements to ensure client satisfaction with product. Recognized for enterprise application implementation expertise in the Oracle database architecture discipline. Educate others with regard to product-specific best practices. Lead enterprise applications integration efforts and oversee the validation of associated work products. Works in partnership with the remainder of the Configuration Environment Team and in alignment with the Solution Architecture Team to implement solutions per agreed upon design specifications. Provides answers to client inquiries concerning applications, databases, and support. Refers inquires as necessary to appropriate personnel. Provides end user support related to database access and software installation and maintenance. Documents and provides support; resolves issues to ensure that the system is functioning according to specifications. Works in partnership with system administrators and engineering groups to assist in the design changes to equipment. Determines the impact upon software deployments, operations, and supportability to ensure timely and uninterrupted service for the customer. Assist in the training of client support staff on application/database deployment and operations. Analyzes and studies complex application/database requirements to proactively design, plan, and deploy needed capabilities. Knowledgeable of applicable standards. Demonstrates experience with programming languages in the design and implementation of systems and using database management systems Estimates costs and schedule for required changes to system baseline configurations. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques Participates in hardware and software configuration management</p>
<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • 10 or more years of Oracle DBA experience • Applications experience in one of the following (SOA, BPEL, OTM, EBS, IFS, OBIEE, BAM) • Experience as a lead database administrator supporting large, enterprise deployments of multiple instances of Oracle E-Business Suite (EBS) • Experience installing, patching, upgrading, tuning, and maintaining Oracle EBS release 11i or higher • Experience installing, patching, upgrading, tuning, and maintaining the Oracle Technology Stack. This includes any two of the following: 9i database, 10g database, 10gAS • Experience creating comprehensive technical operations documentation (e.g., standard operations processes, preventative maintenance procedures) process and CMMI documentation. • Experience with server clustering, Oracle RAC, GRID control, high-availability environments, or load balancing is a plus. • Experience working RMAN and General Database Tuning • BS in computer science +4 years of general IT experience, including formal training and 1 year experience in enterprise applications. Three years of applicable experience may be substituted for degree.
Junior DBA
Functional Responsibility
<p>Responsible for the management of database server installation, database creation and configuration, disk space and memory management and routine database maintenance procedures in production and development environments. Data Security * Assists the DBA in guaranteeing that the organization will not lose any data, and that data is always recoverable and available. Codifies the steps to attain this by publishing a disaster recovery manual with instructions for each application on each database server. Control database build versions in</p>

<p>collaboration with DBA and developers. Executes developer* installation scripts to create tables, indexes, stored procedures and load initial data, including upgrades after DBA review and approval. Support the DBA by coordinating the research, planning and implementation of Microsoft service packs and CU patches and fixes. Responsible for plan, design, test and implement upgrades to databases and coordinate server configuration between test and production environments. Responsible for monitoring SQL server health and history tool and making response recommendations to DBA, including trending performance counters. Administer user access, grants and revokes both the development and user communities. Responsible for database schema and data modifications. Assist DBA on schedule SQL jobs, design ad hoc data transfers ETL process utilizing SSIS. Facilitate root cause analysis on problems where appropriate, and identify action items addressing issues. Work with application developers in resolving performance and security issues. Assist the DBA in maintaining documentation and coding standards, lessons learned best practices, and quality improvement documentation. Responsible for 24X7 production support on a callout rotation basis for all SQL databases. Collaborate with business analysts to map logical data models, and with developers in creating the physical data models from logical data models, and creates the physical database. Ensure a clean turnover of a developer*s product from development to test, from test to QA, from QA to user acceptance, and for ongoing maintenance.</p>
<p>Minimum Education/Experience:</p> <ul style="list-style-type: none"> • Minimum 2+ years' experience in a production environment with experience in a developer role. • B.A./B.S. required (Business systems, Technical areas) or an acceptable technical certification of education in lieu thereof, at the discretion of the Director, Data Services. • Intermediate experience in SQL Server/SQL Programming required. • Two to three years programming experience in a dot net language (Visual Basic .NET, C#), SMO, XMLA and facility with PowerShell scripting language are pluses. • Certification as a Microsoft Product Specialist in SQL Server desired but not required, although certification will be expected as a condition of employment. Proof of certification as a product specialist in SQL Server is expected within 2 years. • Strong grasp of relational theory and ETL/Transformation experience. • Good communication skills and good team player. • Ability to support custom reporting interfaces in SSRS, Crystal Report and Cognos.
<p>Lead Auditor</p>
<p>Functional Responsibility</p> <p>Lead client audit engagements, which include planning executing, directing, and completing financial audits. Begin to develop generally accepted accounting principles and SEC accounting and reporting rules, where applicable, and financial statement presentation. Obtain a thorough understanding of PCAOB and generally accepted auditing standards and common audit procedures and techniques. Supervise, train and mentor associates and interns on audit process. Research and analyze financial statement and audit related issues. Acquire a working knowledge of the client's business. Proactively interact with key client's management to gather information, resolve problems, and make recommendations for business and process improvements.</p>
<p>Minimum Education/Experience:</p> <ul style="list-style-type: none"> • 10 Years' Experience in related Field of expertise • Bachelor of Technology/Engineering or Computer Science program • Excellent project management, analytical, interpersonal, oral and written communication skills • Strong leadership, training, and mentoring skills • Ability to thrive in a dynamic team environment • Professionalism, dependability, integrity and trustworthiness combined with a cooperative attitude • Highly motivated self-starter with ability to multitask and complete assignments within time constraints and deadlines. • Dedicated to superior client service • Strong organizational skills and attention to detail
<p>Senior Auditor</p>
<p>Functional Responsibility</p> <p>Lead client audit engagements, which include planning executing, directing, and completing financial audits. Begin to develop generally accepted accounting principles and SEC accounting and reporting rules, where</p>

<p>applicable, and financial statement presentation. Obtain a thorough understanding of PCAOB and generally accepted auditing standards and common audit procedures and techniques. Supervise, train and mentor associates and interns on audit process. Research and analyze financial statement and audit related issues. Acquire a working knowledge of the client’s business. Proactively interact with key client’s management to gather information, resolve problems, and make recommendations for business and process improvements.</p>
<p>Minimum Education/Experience:</p> <ul style="list-style-type: none"> • 7 Years of Experience in Related field of expertise • Bachelors Degree in Computer Science, or Business Program • Excellent project management, analytical, interpersonal, oral and written communication skills • Strong leadership, training, and mentoring skills • Ability to thrive in a dynamic team environment • Professionalism, dependability, integrity and trustworthiness combined with a cooperative attitude • Highly motivated self-starter with ability to multitask and complete assignments within time constraints and deadlines. • Dedicated to superior client service • Strong organizational skills and attention to detail •
<p>Junior Auditor</p>
<p>Functional Responsibility</p> <p>Junior auditors are responsible for planning audits, reviewing internal controls, conducting audit tests and preparing reports. Some of the other duties of a junior auditor include putting together internal communications and status reports, documenting audit issues, writing audit reports and following up on outstanding tasks and audit issues.</p>
<p>Minimum Education/Experience:</p> <ul style="list-style-type: none"> • Bachelor’s degree in related field of expertise and or computer science program • Up to two years of experience • Conducted audits and best practices under supervision of lead or senior auditor
<p>Test Lead</p>
<p>Functional Responsibility</p> <p>Demonstrated experience and ability to design and execute ADP software tests and evaluate results to ensure compliance with applicable regulations. Ability to prepare test scripts and all required test documentation. Ability to design and prepare all needed test data. Ability to work independently with diverse organizations and personalities to execute a successful test program. Ability to apply test methodologies, accounting for all limitations and restrictions. Ability to support test program manager for complex, state-of-the-art test programs. Ability to clearly write test plans (to include objectives, methodologies, instrumentation requirements, analysis, safety etc) and test procedure documents. Able to conduct analysis of output data, provide results and recommendations. Independently assess system performance against stated requirements. Analyzes internal security within systems. Reviews test results and evaluates for conformance to design.</p>
<p>Minimum Education/Experience:</p> <ul style="list-style-type: none"> • 8 Years of Related IT field experience • Bachelors Degree in computer science or Equivalent IT Certifications • Excellent project management, analytical, interpersonal, oral and written communication skills • Strong leadership, training, and mentoring skills • Ability to thrive in a dynamic team environment • Professionalism, dependability, integrity and trustworthiness combined with a cooperative attitude • Highly motivated self-starter with ability to multitask and complete assignments within time constraints and deadlines.
<p>Security Engineer</p>
<p>Functional Responsibility</p>

Demonstrated ability to manage a Network Security Team, and direct and implement the necessary controls and procedures to cost-effectively protect information network and system assets from intentional or inadvertent modification, disclosure or destruction. Provides guidance and direction to other functional units for the physical protection of information system assets. Provides reports to superiors regarding effectiveness of data security and makes recommendations for the adoption of new procedures. Assigns work to subordinates and monitors performance.
Minimum Education/Experience:
<ul style="list-style-type: none"> • 4 Years of Related IT field experience • Bachelors Degree or Equivilant IT Certifications • Excellent project management, analytical, interpersonal, oral and written communication skills • Strong leadership, training, and mentoring skills • Ability to thrive in a dynamic team environment • Professionalism, dependability, integrity and trustworthiness combined with a cooperative attitude
Information Assurance Specialist
Functional Responsibility
Responsibilities include: Serve as Information Assurance Specialists including the following: Implement current and applicable DoD Certification and Accreditation (C&A) process for Information Systems (IS); maintain accreditation status of ISs; implement the current Army Certificate of Networthiness (CON) process for all IS; serve as the coordination point for emerging DoD and Army Identity, Credential, and Access Management (ICAM) programs; provide Information Assurance site assistance and serve as the Program's coordination point for information and identity security reporting to the Army and DoD such as the Clinger-Cohen Act (CCA) reporting and Federal Information Security Management Act of 2002 (FISMA) reporting through the Army Portfolio Management System (APMS) and the Army Training and Certification Tracking System (ATCTS).
Minimum Education/Experience:
<ul style="list-style-type: none"> • Information Assurance Training, Certification, and Workforce Management's certification • requirement of Management Level II (threshold), Information Assurance Management Level III • certification (desired). Candidates should have a minimum of a bachelor's degree in computer science (master'sdegree in IT a plus); have 5 years of direct experience, and 12 years of related experience. Must • possess demonstrated analytical and problem solving skills and be able to effectively • communicate with others. The candidate needs to be familiar with the Army structure, • organization, and information assurance operations as well as other military defense operations. • The candidate should be familiar with the use and integration of Microsoft Office application • suite. Must be able to obtain and maintain a DoD security clearance.
Senior Integration Engineer
Functional Responsibility
Demonstrated ability to implement computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing with minimal oversight. Demonstrated ability to analyze existing systems and define, design and develop new integrated system requirements. Determines system specifications, input/ output processes and working parameters for hardware/software compatibility. Able to perform requirements analysis for a wide range of users in areas of office automation. Coordinates design of subsystems and integration of total system. Identifies, analyzes and resolves program support deficiencies.
Minimum Education/Experience:
<ul style="list-style-type: none"> • 8 Years of Related IT field experience • Bachelors Degree or Equivilant IT Certifications • Excellent project management, analytical, interpersonal, oral and written communication skills • Strong leadership, training, and mentoring skills • Ability to thrive in a dynamic team environment • Professionalism, dependability, integrity and trustworthiness combined with a cooperative attitude

Integration Engineer	
Functional Responsibility	
<p>Demonstrated ability to lead a team of specialists involved in combining a multitude of very complex system and software packages. Demonstrated ability to assess architecture and current hardware limitations, define and design complex system specifications, input/output processes and working parameters for hardware/software compatibility. Demonstrated ability to implement computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing. Able to perform requirements analysis for a wide range of users in areas of office automation. Able to present system designs for user approval at formal reviews. Able to independently integrate software, interpret software test results, and recommend solutions for unsatisfactory test results. Coordinates design of subsystems and integration of total system and life-cycle support, including maintenance, administration, and management. Analyzes and resolves difficult and complicated program support deficiencies. Conducts independent technical investigations in systems design. Coordinates and consolidates design efforts on major products. May provide work leadership for lower level employees.</p>	
Minimum Education/Experience:	
<ul style="list-style-type: none"> • 4 Years of Industry Experience • 4 Years of specific integration Experience • Bachelor's degree in computer science and or equivalent IT certifications 	
Minimum Education/Experience:	
<ul style="list-style-type: none"> • Associate's degree in Computer Science with emphasis on database development, application development, and/or database administration. • Database integration experience. • Experience in the creation of documentation to support integration efforts. 	
Master IT Analyst	
Functional Responsibility	
<p>Ensures problem resolution and provides technical and administrative direction. Monitors, manages, and directs the field deployed teams to ensure completion of required tasks as effectively and as accurately as possible. Monitors work accomplishments by the field deployed teams and adjusts team assignments as necessary to achieve overall project goals. Provides routine status reports on work progress by the teams. Analyzes, filters, and identifies any discrepancies or exception reports to be developed in daily reports during due diligence.</p>	
Minimum Education/Experience:	
<ul style="list-style-type: none"> • Bachelor's Degree in computer science required and applicable IT certifications • Master's Degree in IT preferred • 2-4 years equivalent experience required in lieu of a Master's Degree • Ten years or progressive Information Technology experience in developing/supporting systems. 	
Enterprise Architect	
Functional Responsibility	
<p>Coming up with an information technology model that meets the needs of the organization according to the strategy and goals of the organization. Designing and implementing new software systems for the business that will help in service system solution. Providing guidelines and training other members of staff on how to utilize the system. Understanding what the core business needs of the organization and finding ways of fulfilling them. Documenting the plans of the business and its strategies Keeping track of the business plans and any current plans that are being made which will require IT resources. Monitoring and reviewing the success of the system and ensuring its effective and efficient running. Giving direction for various departments in the organization on how they can utilize IT to meet their business goals. Allying and incorporating the needs of the organization with IT. This involves fusing together the functional needs of the business with IT systems. Recommending any future computer system technologies that will help in the improvement of business in the organization. Integrating IT solution systems for the business with the existing client systems. Working in connection with other IT experts in the organization. Trouble shooting of complex computer system problems</p>	
Minimum Education/Experience:	
<ul style="list-style-type: none"> • 8 Years of Related IT field experience 	

<ul style="list-style-type: none"> • Bachelors Degree in computer science or Equivilant IT Certifications • Expereince must have emphasis on Enterprise Systems and Architecture • Excellent project management, analytical, interpersonal, oral and written communication skills • Strong leadership, training, and mentoring skills • Ability to thrive in a dynamic team environment • Professionalism, dependability, integrity and trustworthiness combined with a cooperative attitude
Senior Systems Architect
Functional Responsibility
Demonstrated ability to lead a team of specialists in developing network, and technical architectures in support of complex and highly sophisticated client/server and mainframe applications. Ability to develop network and technical architectures for complex and highly sophisticated client/server and mainframe applications. Demonstrated ability to develop and execute architecture strategies, feasibility studies, and integration analyses. Ability to supervise and provide guidance in implementing various architectures. Able to independently gather and define the architecture requirements and ensure that the architectures are compatible and in compliance with the appropriate IT organization and project standards.
Minimum Education/Experience:
<ul style="list-style-type: none"> • 8 Plus Years as a Systems Architect • Bachelors degree in CS and/or Applicable IT certifications • Breadth of IT knowledge applicable over many genres of IT
Clinical Informaticist I
Functional Responsibility
Capabilities/Duties: Demonstrated experience and ability to apply concepts in computer science and information science to the management and processing of data, information and knowledge in nursing and health care delivery. Ability to assist in the management and processing of, electronic health records, nursing data, information and knowledge to support the practice of nursing and the delivery of nursing care. Ability to participate in complex system development, project management, and user training. Must be certified as an informatics nurse (RN, BC) through the American Nurses Credentialing Center (ANCC).
Minimum Education/Experience:
<ul style="list-style-type: none"> • 10+ Years Experience in Medical and IT related fields • 5 Years Experience in Medical and IT related Fields • Bachelor's Degree or Higher (preffered) in Medical and or Computer Science program • Applicable Medical Certifications
Clinical Informaticist Nurse II
Functional Responsibility
Capabilities/Duties: Demonstrated experience and ability to apply concepts in computer science and information science to the management and processing of data, information and knowledge in nursing and health care delivery. Ability to assist in the management and processing of, electronic health records, nursing data, information and knowledge to support the practice of nursing and the delivery of nursing care. Ability to participate in complex system development, project management, and user training. Must be certified as an informatics nurse (RN, BC) through the American Nurses Credentialing Center (ANCC).
Minimum Education/Experience:
<ul style="list-style-type: none"> • 12+ Years Experience in Medical and IT related fields • Bachelor's Degree or Higher (preffered) in Computer science or Medical related programs • Applicable Medical Certifications
Senior Applications DBA
Functional Responsibility
Perform applications environment builds and refreshes. Perform security management by auditing and maintaining roles, privileges, and user profiles. Responsible for overall database and applications health including storage, file systems and performance. Participate in or lead a team working on new initiatives/Projects, depending on the size/complexity. Working knowledge of configuring and tuning databases, applications, and web tiers for an enterprise applications suite (CRM, ERP, etc). Analyzes issues and uses judgment to make decisions and is able to handle non standard problems or issues. Works with vendors for support needs. Exposure in installing, patching

and maintaining of an Enterprise Applications suite (CRM, ERP, etc) in a multi-tier environment.
Minimum Education/Experience:
<ul style="list-style-type: none"> • Eight years' experience in IT Operations, including a solid understanding of incident/problem management, change/release management, capacity/availability management, security management. • Five years' experience as an Oracle database or Oracle E-Business Suite database administrator, with a minimum of two years' experience managing production Oracle E-Business Suite environments. • Bachelors Degree in computer science, with 2 years of General IT Experience, must possess technology certification specific to DBA Experience.
Senior Application Programmer
Functional Responsibility
Applies basic knowledge of programming techniques. Develops program specifications for writing and testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.
Minimum Education/Experience:
<ul style="list-style-type: none"> • Four years of related experience • Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. • four years of relevant experience may be substituted for the Bachelors Degree.
Lead Developer
Functional Responsibility
Define the product roadmap in collaboration with the CEO and technical Advisor. Execute on this roadmap in an accurate, expeditious, and hands-on fashion while establishing a scalable development methodology for future growth. Oversee the architecture and operations of the website, and manage the internal IT support function. Drive the recruiting of technical talent in building a best-in-class engineering team. As the founding technologist at the company, manage all the formative technology choices, including choice of languages, frameworks, databases, and deployment. As a key initial member of the management team, make valuable contributions to business discussions around the company's day-to-day operations and long-term strategy.
Minimum Education/Experience:
<ul style="list-style-type: none"> • 8+ Years of Experience with software development • Bachelors degree or higher with applicable IT certification • Strong Project management, problem solving and communication skills
Developer
Functional Responsibility
Applies basic knowledge of programming techniques. Develops program specifications for writing and testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedure
Minimum Education/Experience:
<ul style="list-style-type: none"> • 4 years of experience with software development • Bachelors degree in computer science or equivalent IT certifications • At least 4 years of general IT experience • Must work well on a team and have strong organizational skills

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

PREAMBLE

BITS 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 Kelly Hill at 804-364-4411.

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

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

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

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

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

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

(4) This BPA does not obligate any funds.

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

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

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

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

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

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

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

(h) Date of Shipment.

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

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

BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

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

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

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

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

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

Here is a general outline on how it works:

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