

General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List



Schedule 70: General Purpose Commercial Information Technology Equipment, Software and Services

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is:

<http://www.GSAAdvantage.gov>.

FSC/PSC Class D302 – IT & TELECOM – SYSTEMS DEVELOPMENT SERVICES
FSC/PSC Class D306 – IT & TELECOM – SYSTEMS ANALYSIS SERVICES
FSC/PSC Class D307 – IT & TELECOM – AUTOMATED INFORMATION SYSTEMS DESIGN AND INTEGRATION SERVICES
FSC/PSC Class D308 – IT & TELECOM – PROGRAMMING SERVICES
FSC/PSC Class D311 – IT & TELECOM – DATA CONVERSION SERVICES

Contract Number: GS-35F-0677V

For more information on ordering from Federal Supply Schedules click on the FSS Schedules at www.gsa.gov.

Prices Shown Herein are Net (discount deducted).

Contract Period: September 1, 2014 to August 31, 2019

Contractor Name: **Forum One Communications Corporation**

Address: 2200 Mount Vernon Ave
Alexandria, VA 22301

Phone Number: (703) 548-1855

Fax Number: (703) 995-4937

E-mail: GSA@forumone.com

Website: www.forumone.com

Contract Administrator: Mike Shoag

Business Size: Small Business

Pricelist Current Through Modification #PO-0007 dated July 24, 2018

Customer Information

1a. Table of Awarded Special Item Numbers with appropriate cross-reference to page numbers:

Special Item Number	Special Item Description	Service Description Page	Awarded Price Page
132-51/RC/STLOC	Information Technology Professional Services	9-11	12
70-500/RC	Order-Level Materials (OLMs)	Defined at Order Level	Defined at Order Level

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Not Applicable

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. See pages 9-11

2. **Maximum Order:** SIN 132-51: \$500,000
SIN 70-500: \$100,000

3. **Minimum Order:** \$127.27

4. **Geographic Coverage:** Domestic and Overseas Delivery

5. **Point of production:** US

6. **Discount from list prices or statement of net price:** Prices shown herein are net prices

7. **Quantity discounts:** None

8. **Prompt payment terms:** 1% 20 days from receipt of invoice or date of acceptance, whichever is later. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. Government purchase cards **are accepted** up to the micro-purchase threshold.

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

10. **Foreign items:** None

11a. **Time of Delivery:** As agreed between the Contractor and Ordering Agency

11b. Expedited Delivery: Contact Contractor

11c. Overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements: Please note the Urgent Requirements clause of this contract and contact Contractor.

12. F.O.B Points: Destination

13a. Ordering Address: Forum One Communications Corporation
2200 Mount Vernon Ave.
Alexandria, VA 22301

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

14. Payment address: Forum One Communications Corporation
2200 Mount Vernon Ave.
Alexandria, VA 22301

15. Warranty provision: N/A

16. Export Packing Charges: N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Government purchase cards **are accepted** above the micro-purchase threshold.

18. Terms and conditions of rental, maintenance, and repair: N/A

19. Terms and conditions of installation: N/A

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

20b. Terms and conditions for any other services: N/A

21. List of service and distribution points: N/A

22. List of participating dealers: N/A

23. Preventive maintenance: N/A

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

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/

25. Data Universal Numbering System (DUNS) number: 094125619

26. Notification regarding registration in System for Award Management (SAM) database:
Forum One Communications Corporation is registered in the SAM Database.

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

******NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.**

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 □COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I □□OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

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.

Labor Category Descriptions

P.N. 9001 - Commercial Job Title: Strategic Analyst

Minimum/General Experience: Six years applicable experience providing consulting advice and management support to organizations, including two years experience in at least one of the following: Internet Strategy, Online Communities, Internet Marketing, Internet Best Practices, Internet Trends. Also requires substantial and demonstrated experience in conducting training, developing presentations, and writing reports and memos.

Functional Responsibility: For high visibility clients and large organizations, identifies and articulates a vision for the effective use of the Internet as a tool to further the goals of an organization. Leads largescale review and assessment of strategic issues facing a client, including baseline evaluation, “brand” identification, gaps analysis, opportunities analysis, and developing a detailed implementation plan. Includes facilitating high-level client discussions and decision-making, guiding the research team, and providing overall insights on relevant trends in the Internet industry

Minimum Education: Master's Degree, 6 years applicable experience, including 2 pertaining to the sector OR Bachelor's Degree, 8 years functional experience, 3 in the IT sector.

P.N. 9003 - Commercial Job Title: Strategic Consultant

Minimum/General Experience: Twelve years applicable experience providing consulting advice and management support to organizations, including six years experience in at least one of the following: Internet Strategy, Online Communities, Internet Marketing, Internet Best Practices, Internet Trends. Also requires substantial and demonstrated experience in conducting training, developing presentations, and writing reports and memos.

Functional Responsibility: For high visibility clients and large organizations, identifies and articulates a vision for the effective use of the Internet as a tool to further the goals of an organization. Leads largescale review and assessment of strategic issues facing a client, including baseline evaluation, “brand” identification, gaps analysis, opportunities analysis, and developing a detailed implementation plan. Includes facilitating high-level client discussions and decision-making, guiding the research team, and providing overall insights on relevant trends in the Internet industry

Minimum Education: Master's Degree, 12 years applicable experience, including 6 pertaining to the sector OR Bachelor's Degree, 8 years functional experience, 5 in the IT sector.

P.N. 9004 - Commercial Job Title: Project Manager

Minimum/General Experience: Four years experience either managing consulting/related projects, or four years experience developing websites, including two years experience managing Internet development projects. Includes one-year experience managing large-scale projects with specific experience in managing budgets, risks, and staff/teams.

Functional Responsibility: Manages large-scale Internet Development projects by balancing scope, time, cost, and quality while maintaining a positive environment that promotes individual development and high-performance standards. Leads project teams and facilitates the delivery of products to the client. Manages client communications and updates on progress, changes, and

overall project direction. Requires ability to facilitate group project meetings with client, formal communication skills, and proven team management skills.

Minimum Education: Master's degree + 4 years experience, 1 within this field OR Bachelor's degree + 6 years experience, 2 in the IT industry.

P.N. 9006 - Commercial Job Title: Web Programmer / Database Engineer

Minimum/General Experience: Four years experience programming in Unix. Two years experience troubleshooting and debugging programs. Intermediate level Perl skills with a solid knowledge of database application development and design. A wide knowledge of other web programming languages such as Javascript, Java (JSP/Servlets), ColdFusion or Python.

Functional Responsibility: Programs customized web-based tools and applications as well as back-end database solutions for clients. Designs systems for implementation by Associate Web Programmers and Web Developers. Interacts with clients on technical aspects of the project.

Minimum Education: Master's degree + 3 years web programming experience OR Bachelor's degree + 5 years web development/ programming experience; proven programming skills.

P.N. 9007 - Commercial Job Title: Systems Engineer / Systems Administrator

Minimum/General Experience: At least four years Unix sysadmin experience. Broad technical abilities, which must include strong NT administration, database design, and/or web programming skills. Two years experience maintaining a Unix web server (with multiple users and multiple services).

Functional Responsibility: Responsible for server and network maintenance. Installs new software releases, upgrades systems, evaluates and installs patches and resolves software-based problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity. Sets up Internet services for client websites.

Minimum Education: Bachelor's degree + 4 years Internet systems experience OR 6 years experience with Internet systems administration.

P.N. 9008 - Commercial Job Title: Web Developer

Minimum/General Experience: Two years experience developing websites. Experience in at least 2 of the following: site design, information architecture, client management, user interface design, site utilization or back-end database programming (e.g. Perl). HTML proficiency. Versatility using a wide range of tools and software (e.g. Dreamweaver, Cold Fusion, PHP).

Functional Responsibility: With the direction of a Senior Web Programmer, designs, develops, and implements web-based applications, mostly for database driven websites. Troubleshoots, debugs and implements software code with guidance from a Senior Programmer. Interacts with clients on technical aspects of the project.

Minimum Education: Bachelor's degree + 2 years solid web development experience OR 6 years experience with web development and design.

P.N. 9011- Commercial Job Title: Research Analyst

Minimum/General Experience: One year experience either supporting consulting/related projects, including one year experience supporting Internet development projects.

Functional Responsibility: Supports Internet Development projects by conducting research and analysis and supporting project activities.

Minimum Education: Master's degree +1 years experience, 1 within this field OR Bachelor's degree +2 years experience, 1 in the IT industry.

P.N. 9012 - Commercial Job Title: Project Officer

Minimum/General Experience: Two years experience either managing consulting/related projects, including two years experience managing Internet development projects. Includes one year experience managing projects with specific experience in managing budgets, risks, and staff/teams.

Functional Responsibility: Manages Internet Development projects by balancing scope, time, cost, and quality while maintaining a positive environment that promotes individual development and high performance standards. Leads project teams and facilitates the delivery of products to the client. Manages client communications and updates on progress, changes, and overall project direction. Requires ability to facilitate group project meetings with client, formal communication skills, and proven team management skills.

Minimum Education: Master's degree +2 years experience, 1 within this field OR Bachelor's degree +4 years experience, 2 in the IT industry.

P.N. 9013 - Commercial Job Title: Senior Web Programmer / Tech Lead

Minimum/General Experience: Six years experience programming in UNIX. Four years experience troubleshooting and debugging programs. Advanced level programming skills with a solid knowledge of database application development and design. A wide knowledge of other web programming languages such as Javascript, Java (JSP/Servlets), Cold Fusion, Python, or PHP.

Functional Responsibility: Programs customized web-based tools and applications as well as back-end database solutions for clients. Designs systems for implementation by Web Developers and Web Programmers. Interacts with clients and senior Project Managers on technical aspects of the project.

Minimum Education: Master's degree + 5 years web programming experience OR Bachelor's degree + 7 years web development/ programming experience; proven programming skills.

Awarded Pricing for SIN 132-51

Labor Category	GSA Price
Strategic Analyst	\$168.12
Strategic Consultant	\$186.79
Project Manager	\$140.09
Web Programmer/Database Engineer	\$140.09
Systems Engineer/Systems Administrator	\$140.09
Web Developer	\$112.07
Research Analyst	\$84.06
Project Officer	\$112.07
Senior Web Programmer/Tech Lead	\$177.45