SPECIAL ITEM NUMBER 54151S - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

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

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 Multiple Award 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.

On Point Technology, LLC
1515 W. 22nd Street, Suite 900
Oak Brook, IL 60523
(P) 630-522-7900 (F) 630-522-7901
www.onpointtech.com
Contract Administrator: Rick Lopatin, Sales@onpointtech.com

Contract Number: GS-35F-0688R
Period Covered by Contract: June 24, 2005 through June 23, 2025
Business Size: Small Business

Schedule Title: Multiple Award Schedule
Federal Supply Group: Information Technology


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

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.
CUSTOMER INFORMATION:

1. **Awarded Special Item Number(s):**

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S, 54151SRC</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>OLM, OLMRC</td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: Not Applicable.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 5.

2. **Maximum Order:**
   - For SIN 54151S - $500,000
   - For SIN OLM - $250,000

3. **Minimum Order:** $100

4. **Geographic Coverage:** Domestic

5. **Point of Production:** N/A

6. **Prices Shown Herein are Net (discount deducted)**

7. **Quantity Discount:** None

8. **Prompt Payment Terms:** Net 30

   Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold:** Will be accepted at or below the micro-purchase threshold.
    b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Will be accepted above the micro-purchase threshold.

10. **Foreign Items:** None

11. **Time of Delivery:** On Point Technology, Inc. shall deliver or perform services in accordance with the terms negotiated in an agency’s order.

11b. **Expedited Delivery:** Consult with Contractor

11c. **Overnight/2-Day Delivery:** Consult with Contractor
11d. **Urgent Requirements:** Consult with Contractor

12. **FOB Point:** Destination

13. **A. Ordering Address:**
   
   On Point Technology, Inc.
   Attn: GSA Orders
   1515 W. 22nd Street, Suite 900
   Oak Brook, IL 60523

   **b. 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:**

   On Point Technology, Inc.
   Attn: Accounts Receivable
   1515 W. 22nd Street, Suite 900
   Oak Brook, IL 60523

15. **Warranty Provisions:** Contractor’s Standard Warranty

16. **Export Packing charges:** Not applicable

17. **Terms and conditions of Government Purchase Card Acceptance:** Contact On Point Technology, Inc. for terms and conditions of Government Purchase Card acceptance.

18. **Terms and conditions of rental, maintenance, and repair:** Not applicable

19. **Terms and conditions of installation:** Not applicable

20b. **Terms and conditions of repair parts:** Not applicable

20b. **Terms and conditions for any other services:** Not applicable

20. **List of service and distribution points:** Not applicable

21. **List of participating dealers:** Not applicable

22. **Preventive maintenance:** Not applicable

24a. **Environmental attributes,** e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

24b. **Section 508:** Contact On Point Technology, Inc. for compliance information. The EIT standards can be found at: http://www.section508.gov

25. **DUNS Number:** 008251196

26. On Point Technology, Inc. is registered in the System for Award Management (SAM) database.
# GSA Hourly Rates – SIN 54151S (w/ IFF)

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Managing Director</td>
<td>$292.76</td>
</tr>
<tr>
<td>Integration Manager</td>
<td>$264.87</td>
</tr>
<tr>
<td>Technical Architect</td>
<td>$237.00</td>
</tr>
<tr>
<td>Senior IT Specialist</td>
<td>$177.05</td>
</tr>
<tr>
<td>IT Specialist</td>
<td>$153.35</td>
</tr>
<tr>
<td>Server Specialist</td>
<td>$114.32</td>
</tr>
<tr>
<td>Program Office Administrator</td>
<td>$69.70</td>
</tr>
</tbody>
</table>
**Managing Director**

**General Experience:** Managing Directors possess at least 12 years of experience in information systems implementation, change management efforts or business process redesign.

**Functional Responsibility:** A Managing Director has overall accountability for business solution programs. Managing Directors are responsible for product delivery and financial management of customer projects. A Managing Director performs independent quality assurance reviews of program performance and deliverables to ensure that contractual obligations are being met. Managing Directors also are recognized experts in the areas of business process redesign, technical architecture, organizational change or specific industries. They lend thought leadership to engagement teams in developing creative solutions to customer business problems.

**Minimum Education:** Bachelor’s Degree

**Integration Manager**

**General Experience:** Integration Managers possess at least 10 years of experience in information systems implementation, change management efforts or business process redesign.

**Functional Responsibility:** Integration Managers apply their broad management skills and specialized functional and technical expertise to lead complex, large projects in delivering solutions or to manage the operations of multiple On Point customer projects. Integration Managers provide subject matter expertise in industry, process or technology areas. An Integration Manager is qualified to perform such tasks as:

- Plan and manage the work of project teams
- Develop specifications, work statements and proposals
- Design and implement new organization structures
- Conceptual design and development of training curricula
- Work with customers to facilitate organizational change programs and realize business goals
- Lead customers through streamlining, reengineering and transforming business processes
- Ensure consistency of quality across multiple projects
- Manage customer contracts.

**Minimum Education:** Bachelor’s Degree or 3 years related experience.
**Technical Architect**

**General Experience:** Technical Architects possess at least 5 years of experience in design, construction or implementation for custom information systems.

**Functional Responsibility:** Technical Architects apply their specialized functional and technical expertise to lead complex, large projects in delivering solutions or to manage the operations of multiple On Point customer projects. Technical Architects provide subject matter expertise in technology areas. A Technical Architect is qualified to perform such tasks as:

- Plan and manage the work of information system project teams
- Work with customers to realize technical objectives
- Ensure consistency of quality across multiple projects

**Minimum Education:** Bachelor’s Degree or 3 years related experience.

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**Sr. Information Technology Specialist**

**General Experience:** Sr. Information Technology (IT) Specialists possess at least 5 years of experience in design, construction or implementation of information systems.

**Functional Responsibility:** Sr. IT Specialists apply their specialized technical expertise to complex, large customer projects in delivering solutions. Sr. IT Specialists provide subject matter expertise in technology areas. A Sr. IT Specialist is qualified to perform such tasks as:

- Develop functional and technical information system designs.
- Supervise business integration analysts in the development of software designs, computer programming, system testing or training curricula
- Lead business process redesign teams in the development of new business process architectures.
- Design and conduct training programs for information systems users
- Lead quality reviews to ensure work complies with specified standards
- Perform workflow analyses
- Define information systems requirements
- Create computer instructions and programming specifications, using applicable computer languages, to direct the computer to perform input, logic, output, storage, and security functions
- Identify, research and evaluate new and emerging technology to support strategic planning initiatives
- Assist in project budget preparation.

**Minimum Education:** Bachelor’s Degree or 3 years related experience.
Information Technology Specialist

General Experience: Information Technology (IT) Specialists possess at least 3 years of experience in design, construction or implementation of information systems.

Functional Responsibility: IT Specialists apply their specialized technical expertise to complex, large customer projects in delivering solutions. IT Specialists provide subject matter expertise in technology areas. An IT Specialist is qualified to perform such tasks as:

- Develop functional and technical information system designs.
- Supervise business integration analysts in the development of software designs, computer programming, system testing or training curricula.
- Lead business process redesign teams in the development of new business process architectures.
- Conduct training programs for information systems users.
- Participate in quality reviews to ensure work complies with specified standards.
- Perform workflow analyses.
- Define information systems requirements.
- Create computer instructions and programming specifications, using applicable computer languages, to direct the computer to perform input, logic, output, storage, and security functions.
- Identify, research and evaluate new and emerging technology to support strategic planning initiatives.
- Assist in project budget preparation.

Minimum Education: Bachelor's Degree or 3 years related experience.
**Server Specialist**

**General Experience:** Server Specialists possess at least 3 years of experience in selecting, installing and administering servers.

**Functional Responsibility:** Server Specialists apply their specialized technical expertise to complex, large customer projects in delivering solutions. Server Specialists provide subject matter expertise in technology areas. A Server Specialist is qualified to perform such tasks as:
- Proposes and implements network policy for various servers including Bastion Hosts, firewalls, LAN, WAN, Internet Applications (Gopher, Mosaic), modems, modem pools, and communications servers.
- Analyze, design, develop, test and implement operating systems and application solutions.
- Determine network and application performance, evaluate and diagnose network performance issues and recommend and implement solutions for network performance improvement, in the operating system environment applicable to the servers.
- Monitor server security, system and disk management.
- Develop technical information system diagrams.
- Create computer instructions and programming specifications, using applicable computer languages, to direct the computer to perform input, logic output, storage, and security functions.
- Identify, research and evaluate new and emerging technology to support strategic planning initiatives.
- Assist in project budget preparation.

**Minimum Education:** Bachelor's Degree or 3 years related experience.

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**Program Office Administrator**

**General Experience:** Program Office Administrators possess 3 or more years of administrative experience of customer projects.

**Functional Responsibility:** Program Office Administrators provide administrative support to Managing Directors and Integration Managers on customer projects. Program Office Administrators perform tasks such as tasks:
- Manage an executive's correspondence
- Coordinate all aspects of on-site and off-site group meetings
- Create or design presentation formats using advanced graphics
- Maintain project budgets
- Maintain project workplans
- Analyze data and prepare complex reports

**Minimum Education:** Bachelor's Degree or 3 years related experience