AUTHORIZED FEDERAL ACQUISITION SERVICE  
INFORMATION TECHNOLOGY SCHEDULE PRICELIST  
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
Multiple Award Schedule Price List  
Contract Number: GS-35F-070GA  
Period Covered by Contract: November 14, 2016 - November 13, 2026  

SIN 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 D317 Automated News Services, Data Services, or Other Information 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.  

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

Contract Number: GS-35F-070GA  
Period Covered by Contract: November 14, 2016 - November 13, 2026  
Business Size: Minority Owned Certified Small Disadvantaged Business  
Pricelist current through: 11/14/2016-11/13/2026  

Federal Supply Service Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System Online 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 is GSA Advantage!® is: www.GSAAdvantage.gov
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information for Ordering Offices</td>
<td>3</td>
</tr>
<tr>
<td>Terms and Conditions Applicable to Information Technology (IT) Professional Services (Special Item Number 54151S)</td>
<td>6</td>
</tr>
<tr>
<td>Labor Category Rates</td>
<td>10</td>
</tr>
<tr>
<td>Labor Category Descriptions</td>
<td>11</td>
</tr>
<tr>
<td>USA Commitment to Promote Small Business Participation Procurement Programs</td>
<td>16</td>
</tr>
<tr>
<td>Best Value Blanket Purchase Agreement Federal Supply Schedule</td>
<td>17</td>
</tr>
<tr>
<td>Basic Guidelines for Using “Contractor Team Arrangements”</td>
<td>20</td>
</tr>
</tbody>
</table>
Awarded SIN(s): 54151S

Contract Number: GS-35F-070GA
Contract Period: 11/14/2016-11/13/2021
Contractor’s Name: APEXTECH LLC
Contractor’s Address: 2200 Wilson Boulevard
Suite 810
Arlington, Virginia 22201
T: (571) 228-0949
www.apextechllc.com

Business Size: Small Business
Data Universal Numbering Systems (DUNS): 126242150

1a. Awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s)
54151S Information Technology Professional Services

1b. Identification of the lowest unit price 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: Services rates can be found on page 10 of this Price List

1c. A description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services are on page 11 of this price list for labor category descriptions.

2. Maximum Order:
The Maximum Order value for the following Special Item Numbers (SINs) is $500,000.00: Special Item Number 54151S - Information Technology (IT) Professional Services

3. Minimum Order: $100.00

4. Geographic Scope of Contract: Geographic Scope of Contract will be domestic delivery only

5. Point of Production: 2200 Wilson Boulevard, Suite 810, Arlington, Virginia 22201

6. Basic Discounts: Depending upon labor category. Please see pricing listed on page 10.

7. Quantity Discounts: 1.5% off orders of $150,000 or more.

8. Prompt Payment Terms: NET 30

9a. Government Purchase Cards: Government purchase cards are accepted at or below the micro-purchase threshold.
9b. **Government Purchase Cards**: Government purchase cards are accepted above the micro-purchase threshold.

10. **Foreign Items**: N/A

11. **Time of Delivery**: 30 Days

11a. **Expedited Delivery**: Negotiated at time of order.

11b. **Overnight and 2-Day Delivery**: Negotiated at time of order.

11c. **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.

12. **F.O.B Points**: Destination

13a. **Ordering Address**:

APEXTECH LLC  
2200 Wilson Boulevard  
Suite 810  
Arlington, Virginia 22210  
T: (571) 228-0949

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.  
   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.

14. **Payment Address**:  
APEXTECH LLC  
P. O. Box 100730  
Arlington, VA 22210

15. **Warranty Provision**: N/A

16. **Export Packaging Charges**: N/A

17. **Terms and Conditions of Government Purchase Card Acceptance**:  
   **Minimum Order**: $100.00

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

19. **Terms and Conditions of installation**: N/A

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

24b. Section 508 Compliance: Section 508 compliance information on the supplies and services in this contract are available at the following web address (URL): http://www.apextechllc.com The EIT standards can be found at: www.Section508.gov/.

25. Data Universal Number System (DUNS) number: 12-624-2150

Apextech LLC. is registered with the System for Award Management (SAM). Cage Code: CAGE 3C7R1
1. SCOPE
a. The prices, terms and conditions stated under Special Item Number 54151S 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 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 (BPA) 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 BPAs.
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, BPAs, individual purchase orders, or task orders for ordering services under this contract. BPAs shall not extend beyond the end of the contract period; all services and delivery shall be made, and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES
a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.
5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)
   a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
   1. Cancel the stop-work order; or
   2. Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
   b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
   1. The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
   2. The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
   c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
   d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

7. RESPONSIBILITIES OF THE CONTRACTOR
   The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE CONTRACTOR
   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” refer 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 52.212-4 (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 SERVICES AND PRICING
See Labor Category Descriptions that Follow

For additional information please contact Stephen R. Ferraro, Principal at 571 228-0949 at Apextech LLC.
**Rates are for Government Site Only**

PRICING PROPOSAL -- CONTRACTOR'S SITE ONLY  
BASE YEAR (only)  
SIN 54151S

Apextech LLC

<table>
<thead>
<tr>
<th>Sin</th>
<th>Labor Category Service Title</th>
<th>Commercial List Price (CPL)</th>
<th>Price Offered to GSA (Including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Jr. SharePoint Specialist (Systems Management Technologist)</td>
<td>$79.59</td>
<td>$60.14</td>
</tr>
<tr>
<td>54151S</td>
<td>Mid SharePoint Specialist (Project Engineer)</td>
<td>$107.88</td>
<td>$97.83</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior SharePoint (Subject Matter Specialist)</td>
<td>$239.74</td>
<td>$135.27</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior Network Engineer (IT Subject Matter Specialist)</td>
<td>$173.66</td>
<td>$103.23</td>
</tr>
<tr>
<td>54151S</td>
<td>Project Manager - Senior</td>
<td>$148.61</td>
<td>$127.27</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior Microsoft Engineer (IT Subject Matter Specialist)</td>
<td>$173.66</td>
<td>$160.97</td>
</tr>
<tr>
<td>54151S</td>
<td>Microsoft Engineer (Engineer - Subject Matter Specialist)</td>
<td>$138.21</td>
<td>$118.37</td>
</tr>
<tr>
<td>54151S</td>
<td>Cyber Specialist (IT Subject Matter Specialist)</td>
<td>$173.66</td>
<td>$111.98</td>
</tr>
<tr>
<td>54151S</td>
<td>Jr. Cyber Specialist (Information Assurance Engineer)</td>
<td>$100.70</td>
<td>$81.17</td>
</tr>
<tr>
<td>54151S</td>
<td>NOC Engineer (Network Engineer – Senior)</td>
<td>$101.55</td>
<td>$93.11</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior Network Engineer (IT Subject Matter Specialist)</td>
<td>$173.66</td>
<td>$139.98</td>
</tr>
<tr>
<td>54151S</td>
<td>Security Analyst (IT Subject Matter Specialist)</td>
<td>$173.66</td>
<td>$139.98</td>
</tr>
<tr>
<td>54151S</td>
<td>Oracle PL/SQL (Database Analyst/Programmer – Senior)</td>
<td>$118.27</td>
<td>$100.10</td>
</tr>
<tr>
<td>54151S</td>
<td>IT System Security (IT Subject Matter Specialist)</td>
<td>$173.66</td>
<td>$131.23</td>
</tr>
</tbody>
</table>
Apextech LLC offers the following Information Technology Professional Services under the 54151S. Listed below is a description of each of the categories of professional services offered by Apextech LLC.

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Minimum/General Experience and Years of Experience</th>
<th>Functional Responsibility</th>
<th>Educational Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oracle PL/SQL (Database Analyst/Programmer – Senior)</td>
<td>6</td>
<td>Responsible for all activities related to the administration of computerized databases. Assigns personnel to various projects and directs their activities. Reviews and evaluates work and prepares performance reports. Confers with and advises subordinates on administrative policies and procedures, technical problems, priorities, and methods. Consults with and advises users of various databases. Projects long-range requirements for database administration in conjunction with other managers in the information systems function as well as business function managers. Prepares activity and progress reports regarding the database management section.</td>
<td>BA</td>
</tr>
<tr>
<td>Microsoft Engineer (Engineer Subject Matter Specialist)</td>
<td>5</td>
<td>Provides technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, and implementation advice on exceptionally complex problems that necessitate high-level knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, modeling, simulation, testing, integration, documentation, and presentation phases. Participates as needed in all phases of software development with emphasis on the planning, analysis, modeling, simulation, testing, integration, documentation and presentation phases.</td>
<td>BA</td>
</tr>
<tr>
<td>Position</td>
<td>Level</td>
<td>Description</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>-------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td>Jr. Cyber Specialist (Information Assurance Engineer)</td>
<td>5</td>
<td>Establishes and satisfies complex system-wide information security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels with periodic supervision by senior management in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures.</td>
<td></td>
</tr>
<tr>
<td>Mid SharePoint Specialist (Project Engineer)</td>
<td>4</td>
<td>Manages long-term IT engineering projects. Performs engineering design evaluations and works to complete projects within budget and scheduling restraints. Develops, implements, and monitors information systems policies and controls to ensure data accuracy, security, and regulatory compliance. Reviews reports of computer and peripheral equipment production, malfunction, and maintenance to determine and address problems.</td>
<td></td>
</tr>
<tr>
<td>Senior Network Engineer (IT Subject Matter Specialist):</td>
<td>6</td>
<td>Provides extremely high-level subject matter proficiency for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that</td>
<td></td>
</tr>
<tr>
<td>Position</td>
<td>Education</td>
<td>Summary</td>
<td></td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-----------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>NOC Engineer (Network Engineer – Senior)</td>
<td>BA</td>
<td>Under general direction, manages the purchase, installation, and support of network communications, including LAN/WAN systems. Responsible for evaluating current systems, including LAN/WAN systems. Responsible for evaluating current systems. Works on complex problems where analysis of situation requires in-depth evaluation of various factors. Plans large-scale systems projects through vendor comparison and cost studies. Provides work leadership and training to lower-level network engineers.</td>
<td></td>
</tr>
<tr>
<td>Project Manager – Senior</td>
<td>MA</td>
<td>Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.</td>
<td></td>
</tr>
<tr>
<td>Position</td>
<td>Number</td>
<td>Description</td>
<td>Degree</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>--------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Jr. SharePoint Specialist (Systems Management Technologist)</td>
<td>2</td>
<td>Analyzes, develops, operates, and maintains software libraries and catalogs. Provides support and direction for user groups in the use of the software/hardware systems and programs to support an integrated system.</td>
<td>BA</td>
</tr>
<tr>
<td>Security Analyst (IT Subject Matter Specialist)</td>
<td>6</td>
<td>Provides extremely high-level subject matter proficiency for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require technical directorate level knowledge of the subject matter for effective implementation.</td>
<td>BA</td>
</tr>
<tr>
<td>IT System Security (IT Subject Mater Specialist)</td>
<td>10</td>
<td>Under general direction, manages the purchase, installation, and support of network communications, including LAN/WAN systems. Responsible for evaluating current systems. Works on complex problems where analysis of situation requires in-depth evaluation of various factors. Plans large-scale systems projects through vendor comparison and cost studies. Provides work leadership and training to lower-level network engineers. Requires expert knowledge of LAN/WAN systems, networks, and applications.</td>
<td>BA</td>
</tr>
<tr>
<td>Job Title (IT Subject Matter Specialist)</td>
<td>Grade</td>
<td>Description</td>
<td>Degree</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-------</td>
<td>-------------</td>
<td>--------</td>
</tr>
<tr>
<td>Cyber Specialist</td>
<td>10</td>
<td>Provides extremely high-level subject matter proficiency for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require technical directorate level knowledge of the subject matter for effective implementation.</td>
<td>MA</td>
</tr>
<tr>
<td>Senior Microsoft Engineer</td>
<td>10</td>
<td>Under general direction, manages the purchase, installation, and support of network communications, including LAN/WAN systems. Responsible for evaluating current systems. Works on complex problems where analysis of situation requires in-depth evaluation of various factors. Plans large-scale systems projects through vendor comparison and cost studies. Provides work leadership and training to lower-level network engineers. Requires expert knowledge of LAN/WAN systems, networks, and applications.</td>
<td>BA</td>
</tr>
<tr>
<td>Role</td>
<td>Level</td>
<td>Description</td>
<td>BA</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>-------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----</td>
</tr>
<tr>
<td>Senior SharePoint (Subject Matter Specialist):</td>
<td>6</td>
<td>Provides extremely high-level subject matter proficiency for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require technical directorate level knowledge of the subject matter for effective implementation.</td>
<td></td>
</tr>
<tr>
<td>Senior Network Engineer (IT Subject Matter Specialist)</td>
<td>8</td>
<td>Provides extremely high-level subject matter proficiency for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require doctorate level knowledge of the subject matter for effective implementation.</td>
<td></td>
</tr>
</tbody>
</table>
USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS
APEXTECH LLC

PREAMBLE

Apextech LLC. 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 demonstrates 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 ensure 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.
BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE
APEXTECH LLC

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)__________________.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations, and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

<table>
<thead>
<tr>
<th>Ordering Activity</th>
<th>Date</th>
<th>Contractor</th>
<th>Date</th>
</tr>
</thead>
</table>

Apextech LLC
Contract Number: GS-35F-070GA
(CUSTOMER NAME)

BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-35F-070GA, 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:

<table>
<thead>
<tr>
<th>MODEL NUMBER/PART NUMBER</th>
<th>*SPECIAL BPA DISCOUNT/PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(2) Delivery:

<table>
<thead>
<tr>
<th>DESTINATION</th>
<th>DELIVERY SCHEDULES / DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(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:

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>POINT OF CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

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

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

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

Here is a general outline on how it works:

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