



**General Services Administration  
AUTHORIZED FEDERAL SUPPLY SERVICE  
Information Technology Schedule Price List  
General Purpose Software Training and Software  
Services**

**Contract Numbers: GS-35F-0713N  
Period Covered by Contract: Feb 2009 to Jan 2013**



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**Training—**

**Special Item # 132-50**

**FPDS Class D399, Other technology services, not elsewhere classified**

**Information Technology Professional Services—**

**Special Item # 132-51**

**FPDS Class D302, IT Systems Development Services**

**FPDS Class D306, IT Systems Analysis Service**

**FPDS Class D399, Other technology services, not elsewhere classified**

**Process Improvement for Software Development Lifecycle:**

Requirements Management,  
Application Development (Agile, Waterfall, blended methodologies),  
Systems Analysis,  
Application Programming,  
Software Testing,  
Defect Tracking,  
Software Quality Assurance,  
Maintenance and Enhancements,  
Project Management  
Coaching and Mentoring

**Software Measurement:**

Function Point Counting,  
Function Point Analysis,  
Software Sizing using Lines of codes and/or other than function points,  
Software Project Cost Estimation,  
Project Management  
Coaching and Mentoring

**Outsourcing Governance:**

Service Level Agreement Measurement,  
Contract Compliance Measurement,  
Third party Contract Compliance Support  
Coaching and Mentoring

**Performance-based IT acquisition metrics support:**

PWS, SOO and SOW Review  
Metrics and QA Audit  
Metrics and Measurement Management Staff Augmentation  
Coaching and Mentoring

**SEI CMM®, CMMI®:**

Capability Maturity Model Development,  
Planning  
Implementation  
Coaching and Mentoring

**ITIL, Six Sigma, ISO:**

Model Development and Compliance  
Implementation  
Coaching and Mentoring

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***INFORMATION FOR ORDERING OFFICES***

**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/price lists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!  on-line shopping service ([www.fss.gsa.gov](http://www.fss.gsa.gov)). The catalogs/price lists, GSA Advantage!  and the Federal Supply Service Home Page ([www.fss.gsa.gov](http://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 price lists 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.

***GEOGRAPHIC SCOPE OF CONTRACT***

The geographic scope of contract for this contract is the 48 contiguous states, the District of Columbia, Alaska, Hawaii, and the Commonwealth of Puerto Rico. It also covers services to be provided in all other OCONUS locations.

**ORDERING ADDRESS AND PAYMENT INFORMATION**

Please forward all orders and payments to the designated individuals at the address shown below:

- Orders:

David Consulting Group,  
1770 E. Lancaster Ave, Suite 15  
Paoli, PA 19301, v: 610.644.2856 f: 866.293.0120  
E:MAIL: info@davidconsultinggroup.com  
Attention: Mr. Antonio V. Timbol

- Payments:

David Consulting Group,  
1770 E. Lancaster Ave, Suite 15  
Paoli, PA 19301, v: 610.644.2856 f: 866.293.0120  
E:MAIL: j.harris@davidconsultinggroup.com  
Attention: Ms. Jane Harris

Valid Government Office Purchase Orders or Task Orders will be acceptable. In addition, bank account information for wire transfer payments will be shown on the invoice.

Below are the telephone number(s) that can be used by ordering agencies to obtain technical and/or ordering assistance.

- Telephone: 610-644-2856 Technical Assistance
- Fax: 866-293-0120

**CONTACT POINTS**

Contact Person for GSA Form 72A Report:
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1770 E. Lancaster Ave, Suite 15 Paoli, PA 19301, v: 610.644.2856 f: 866.293.0120 E:MAIL: j.harris@davidconsultinggroup.com Attention: Ms. Jane Harris DUNS No.: 62-404-9404
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Contact Person for Industrial Funding Fee:
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1770 E. Lancaster Ave, Suite 15 Paoli, PA 19301, v: 610.644.2856 f: 866.293.0120 E:MAIL: j.harris@davidconsultinggroup.com Attention: Ms. Jane Harris DUNS No.: 62-404-9404
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Contact Person for Electronic Commerce
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Antonio V. Timbol, 1770 E. Lancaster Ave, Suite 15 Paoli, PA 19301 E:MAIL: t.timbol@davidconsultinggroup.com 904-287-0294, Fax: 904-287-0544
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Point of Contact for Corporate Marketing Antonio V. Timbol, 1770 E. Lancaster Ave, Suite 15 Paoli, PA 19301 E:MAIL: t.timbol@davidconsultinggroup.com 904-287-0294, Fax: 904-287-0544
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Company URL	www.dcg.gov
Generic Company E-mail	info@davidconsultinggroup.com
URL address for the GSA Schedule Price list/Catalog	www.dcg.gov

### ***Key Ordering Information***

DCG Data Universal Numbering System (DUNS): 62-404-9404

Type of Contractor - Small Business

DCG Taxpayer Identification Number (TIN): 20-397-3128

DCG CAGE Code: 4LC96

David Consulting Group has registered with the CCR.

### ***FOB Destination***

It is expected that all Information Technology Professional Services and Training described herein will be performed at the Government's Ordering site as required by the Statement of Work.

### ***Commercial Delivery Schedule (Multiple Award Schedules)***

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

ITEMS OR GROUPS OF ITEMS DELIVERY TIME

SIN or Nomenclature	DAYS ARO
132-50	30 to 45 days
132-51	30 to 45 days

(b) EXPEDITED DELIVERY TIMES. The David Consulting Group Technology will expedite service delivery, and that of related products, as specially negotiated in task order.

(c) OVERNIGHT AND 2-DAY DELIVERY TIMES. As specially negotiated in task order.

(d) URGENT REQUIREMENTS

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact David Consulting Group for the purpose of obtaining accelerated delivery. The David Consulting Group shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the contractor in writing.)

If David Consulting Group offers an accelerated delivery time acceptable to the ordering agency, 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.

***Discounts***

The discounts and concessions offered to the General Services Administration (GSA) are outlined below: *No additional discounts other than previously defined.*

- a. Prompt Payment: None
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: Receive the same discounts as other government organizations.
- e. Discount for use of Government Commercial Credit Card: None
- f. Other: None

Production Points and Statement ON Foreign Produced Items

Antonio V. Timbol,  
 1770 E. Lancaster Ave, Suite 15  
 Paoli, PA 19301  
 E:MAIL: t.timbol@davidconsultinggroup.com  
 904-287-0294, Fax: 904-287-0544

Foreign produced items are not included as part of this schedule. Export Packing is not applicable.

### ***Small Requirements***

The minimum dollar value of orders to be issued is 40 hours or 1 week of work.

### ***Maximum Order: (All dollar amounts are exclusive of any discount for prompt payment.)***

#### (a) Special Item 132-50 - Training

The maximum dollar value per order will be \$25,000 for all Training.

#### (b) Special Item 132-51 - Information Technology Professional Services

The maximum dollar value per order will be \$500,000 for all Information Technology Services.

Per paragraph C.10 ORDER LIMITATIONS, it is agreed that the maximum order for SIN 132- 51 IT Professional Services will be \$500,000 per order. Orders to exceed the maximum order mentioned above may be accepted by *David Consulting Group* in accordance with paragraph C.11 REQUIREMENTS EXCEEDING THE MAXIMUM ORDER.

### ***PURCHASE OF INCIDENTAL, NON-SCHEDULE ITEMS***

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

### ***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.

### ***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 price list outside the 48 contiguous states and the District of Columbia, except as indicated below: None

Upon request of the Contractor, the Government may provide the Contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government 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.

### ***YEAR 2000 WARRANTY—COMMERCIAL SUPPLY ITEMS***

Any information technology products supplied will be Y2K compliant.

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

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows: "BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be

able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

### ***CONTRACTOR TEAM ARRANGEMENTS***

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements. The policy and procedures outlined in this part will provide more flexibility and allow innovative acquisition methods when using the Federal Supply Schedules. See the additional information regarding Contractor Team Arrangements in this Schedule Price list.

### ***USE OF FSS IT SCHEDULE CONTRACTS***

In accordance with FAR 8.404, [**Note:** Special ordering procedures have been established for Special Item Number (SIN) 132-51 IT Professional Services and 132-52 EC Services; refer to the terms and conditions for those SINs.], orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government’s needs.

**(a) Orders placed at or below the micropurchase threshold.** Ordering offices can place orders at or below the micropurchase threshold with any Federal Supply Schedule Contractor

**(b) Orders exceeding the micropurchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service

offered under MAS contracts by using the “GSA Advantage!” on-line shopping service, or by reviewing the catalogs/price lists or at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency’s needs. In selecting the supply

or service representing the best value, the ordering office may consider—

1. Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
2. Trade-in considerations;
3. Probable life of the item selected as compared with that of a comparable item;
4. Warranty considerations;
5. Maintenance availability
6. Past performance; and
7. Environmental and energy efficiency considerations.

**(c) Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall—

1. Review additional Schedule Contractors’ catalogs/price lists or use the “GSA Advantage!” on-line shopping service;
2. Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
3. After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

Note: For orders exceeding the maximum order threshold, the Contractor may:

1. Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
2. Offer the lowest price available under the contract; or
3. Decline the order (orders must be returned in accordance with FAR 52.216-19).

**(d) Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

**(e) Price Reductions.** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill

recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

**(f) Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

**(g) Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micropurchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

### ***FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATIONS STANDARDS REQUIREMENTS***

Federal departments and agencies 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 offices, shall be responded to promptly by the Contractor.

#### **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 Subscription Officer, and orders for subscription service should be referred to the NTIS Subscription Office, both at the above address, or telephone number (703) 487-4650.

### 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

### ***ECONOMIC PRICE ADJUSTMENT***

Economic price adjustment or escalation will be handled in accordance with Clause C.27 *Economic Price Adjustment* of the contract in which no escalation factor will apply during the base year of the contract. *The David Consulting Group* may request a rate adjustment thirty (30) days prior to the end of the twelve (12) months, and every twelve (12) month period thereafter. The EPA will be based on the Department of Labor's Employment Cost Index for Total Compensation; White Collar Professional, Specialty and Technical, with special consideration for the Information Technology industry. If applicable, any proposed rate increase cannot exceed the commercial rate increase for the same or similar service.

### ***PRICE REDUCTION MONITORING***

Reduced pricing will be handled in accordance with Clause C.28 *Price Reduction Monitoring* of the contract. Any change in the contractor's commercial pricing or discount arrangement applicable to the identified customer (or category of customers) shall be constituted as a price reduction. The Contractor shall report to the Contracting Officer these reductions.

### ***SERVICE CONTRACT ACT, AS AMENDED***

All the data, as applicable, for FAR 52.222-41 Service Contract Act of 1965, as Amended and FAR 52.222-46 Evaluation of Compensation for Professional Employees has been submitted for SIN 132-51, Professional Services.

The skill categories offered by *The David Consulting Group* are exempt from the Service Contract Act of 1965, as amended. It does not apply because the proposed skill

categories fall under positions that are Executive, Professional, or Administrative in nature.

**“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.”**

***Terms and Conditions Applicable to Purchase of Training Related to General Purpose Information Technology - Equipment and Software (Special Item 132-50)***

***SCOPE***

- a. The David Consulting Group shall provide training normally available to commercial customers, which is necessary to permit Government users to make full, efficient use of software process improvement, software process measurement and other techniques. Training is restricted to the scope of this solicitation.
- b. The David Consulting Group shall provide training at the Government's location, as agreed to by The David Consulting Group and the Government.

***ORDER***

Agencies may use written orders, blanket purchase orders, individual purchase orders, or task orders for ordering training services under this contract. Blanket Purchase Orders shall not extend beyond the end of the contract period. The written order shall include the student(s) name, course title, course date and time, and contracted dollar amount of the course.

***TIME OF DELIVERY***

The David Consulting Group shall conduct training on the date (time, day, month, and year) agreed to by The David Consulting Group and the Government.

***CANCELLATION AND RESCHEDULING***

- a. The Government will notify The David Consulting Group at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The David Consulting Group will then permit the Government to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the Government will modify its original training order to specify the time and date of the rescheduled training class.
- b. In the event the Government fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the Government will be liable for the contracted dollar amount of the training course. The David Consulting Group agrees to permit the Government to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.

c. The Government reserves the right to substitute one student for another up to the first day of class.

d. In the event The David Consulting Group is unable to conduct training on the date agreed to by The David Consulting Group and the Government, The David Consulting Group must notify the Government at least seventy-two (72) hours before the scheduled training date.

### ***FOLLOW-UP SUPPORT***

The David Consulting Group agrees to provide each student with limited telephone support (no more than 15 minutes per week) for the period of 2 months from the completion of the training class. During this period, the student may contact The David Consulting Group's instructors for refresher assistance and answers to related course curriculum questions.

### ***PRICE FOR TRAINING***

The price that the Government will be charged will be the Government purchase price in effect at the time of order placement, or the Government price in effect at the time the training course is conducted, whichever is less.

### ***INVOICES AND PAYMENT***

Invoices for training shall be submitted by the Contractor after Government completion of the training course. Charges for training must be paid in arrears. PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

### ***FORMAT AND CONTENT OF TRAINING***

The David Consulting Group shall provide a single hardcopy of the course material ahead of the scheduled training time for local duplication by the Customer (i.e., manuals, handbooks, texts, etc.) Such documentation will become the property of the student upon completion of the training class.

All training is provided at Customer Training facilities unless otherwise agreed to with the ordering agency.

For hands-on training courses, the customer training facility must provide for a one-to-one assignment of computer workstations to students, if required by the course material. The DCG Consultant will bring their laptop and electronic copy of the material for presentation using local customer training facility projection equipment.

The David Consulting Group shall provide each student with a Certificate of Training at the completion of each training course.

Any travel required by an ordering agency, in performance of Information Technology Professional Services (132-50) under this contract, will be reimbursed by the ordering agency. Contact travel will be in accordance with the Federal Travel Regulation or Joint Travel Regulations, as applicable. Established Federal Government per diem rates will apply to The David Consulting Group travel. In addition, the contractor shall not add the 1% Industrial Funding Fee onto any travel cost. Training format and content information is presented in the next section of this pricelist.

**Software Process, Software Measurement and Software Quality Course Catalog**

Discount offered to GSA 10%.

Standard Courses	Commercial Rates (per class, limit 20 participants, except ITIL)	% discount to GSA	GSA Pricing (hourly) Jan 2009 - Dec 2009	GSA Pricing (hourly) Jan 2010 - Dec 2010	GSA Pricing (hourly) Jan 2011- Dec 2011	GSA Pricing (hourly) Jan 2012 - Dec 2012	GSA Pricing (hourly) Jan 2013 - Dec 2013
Intro to FPA	\$ 4,000	10%	\$ 3,600	\$ 3,690	\$ 3,782	\$ 3,877	\$ 3,974
Advanced FPA	\$ 2,000	10%	\$ 1,800	\$ 1,845	\$ 1,891	\$ 1,938	\$ 1,987
Estimation	\$ 2,000	10%	\$ 1,800	\$ 1,845	\$ 1,891	\$ 1,938	\$ 1,987
Develop/Deploy Software Measurement Prep for CFPS	\$ 6,000	10%	\$ 5,400	\$ 5,535	\$ 5,673	\$ 5,815	\$ 5,961
Intro to CMMI	\$ 14,500	10%	\$ 13,050	\$ 13,376	\$ 13,711	\$ 14,053	\$ 14,405
CMMI Metrics L2/L3	\$ 6,000	10%	\$ 5,400	\$ 5,535	\$ 5,673	\$ 5,815	\$ 5,961
Reviews and Inspections	\$ 2,000	10%	\$ 1,800	\$ 1,845	\$ 1,891	\$ 1,938	\$ 1,987
ITIL (per participant price)	\$ 2,000	10%	\$ 1,800	\$ 1,845	\$ 1,891	\$ 1,938	\$ 1,987
Custom FPA	\$ 2,000	10%	\$ 1,800	\$ 1,845	\$ 1,891	\$ 1,938	\$ 1,987
FPA Case Study	\$ 2,000	10%	\$ 1,800	\$ 1,845	\$ 1,891	\$ 1,938	\$ 1,987

Course (user defined under DCG guidance)	Commercial Rates (per class, limit 20 participants)	% discount to GSA	GSA Pricing (hourly) Jan 2009 - Dec 2009	GSA Pricing (hourly) Jan 2010 - Dec 2010	GSA Pricing (hourly) Jan 2011- Dec 2011	GSA Pricing (hourly) Jan 2012 - Dec 2012	GSA Pricing (hourly) Jan 2013 - Dec 2013
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Customized Process Training – 1 day course to address a specific process issue within a software development or IT services organization.	\$ 2,000	10%	\$ 1,800	\$ 1,845	\$ 1,891	\$ 1,938	\$ 1,987
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Measurement / Process Roadmap Workshop – 2 day workshop to develop a action plan and roadmap for measurement improvement or process improvement.	\$ 6,000	10%	\$ 5,400	\$ 5,535	\$ 5,673	\$ 5,815	\$ 5,961
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All classes have a participation limit of 20. Duration is listed with each course description.

Course (detailed descriptions on-line at <http://www.davidconsultinggroup.com/training/>)

***Terms and Conditions Applicable to Information Technology Professional Services (Special Item 132-51) for General Purpose Commercial Information Technology Services***

***SCOPE***

**(a)** The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional apply exclusively to 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 Government location, as agreed to by the Contractor and the ordering office.

***ORDERING PROCEDURES FOR SERVICES (Requiring a Statement of Work)***

**(a)** FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404(b)(2) through (b)(3).

**(b)** GSA has determined that the prices for services contained in the contractor's price list are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm fixed price or ceiling price is fair and reasonable.

**(c)** When ordering services, ordering offices shall -

1. Prepare a Request (Request for Quote or other communication tool):

(i) A statement of work (a performance based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii) The request should include the statement of work and request the contractors to submit either a firm fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the hourly rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor hour and time and material orders.

(iii) The request for quotation may request the contractors, if necessary or appropriate, submit a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request for quotation shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request for quotations shall notify the contractors that will be the case.

## 2. Transmit the Request to Contractors:

(i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, hourly rates and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132-51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(ii) The request for quotation should be to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotation should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for proposals for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered when possible.

## 3. Evaluate Responses and select the contractor to receive the order:

(i) After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value (see FAR 8.404).

(ii) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to-secure volume discounts. When establishing BPAs ordering offices shall -

(iii) Inform contractors in the request for quotation (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(a) SINGLE BPA: Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and

establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA (see FAR 8.404).

(b) MULTIPLE BPAs: When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedure in (a)(2)(ii) above, and then place the order with the schedule contractor that represents the best value.

(iv) Review BPAs periodically. Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

(v) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

(iv) When the ordering office's requirement involves both products as well as executive, administrative or professional services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the greatest value. (See FAR 8.404)

(iv) The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour

## ***ORDER***

Agencies may use written orders, blanket purchase orders, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Orders shall not extend beyond the end of the contract period. Orders will be negotiated as fixed price or time and materials depending upon the SOW requirements.

## ***INVOICES***

(a) The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering office 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.

***PAYMENT***

**(a)** For firm-fixed price orders the Government 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN, 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

***PERFORMANCE OF SERVICES***

**(a)** The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.

**(b)** The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.

**(c)** The Contractor guarantees the satisfactory completion of the IT Services performed under the task order and that all contract personnel utilized in the performance of IT services under the task order shall have the education, experience, and expertise as stated in the task order.

**(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.

***INSPECTION OF SERVICES***

**(a)** The Inspection of Services-Fixed Price (AUG 1996) 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) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

***RESPONSIBILITIES OF THE CONTRACTOR***

**(a)** 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 Rights in Data – General may apply.

***RESPONSIBILITIES OF THE GOVERNMENT***

**(a)** Subject to security regulations, the ordering office shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

***INDEPENDENT CONTRACTOR***

**(a)** 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 Government.

## ***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 Government contract, without some restriction on 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 Government, ordering offices 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.

## ***TRAVEL***

Any travel required by an ordering agency, in performance of Information Technology Professional Services (132-51) under this contract, will be reimbursed by the ordering agency. Contact travel will be in accordance with the Federal Travel Regulation or Joint Travel Regulations, as applicable. Established Federal Government per diem rates will apply to The David Consulting Group travel. In addition, the contractor shall not add the 1% Industrial Funding Fee onto any travel cost.

## ***OTHER DIRECT COSTS***

Other Direct Costs (ODCs) are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency per the guidelines set forth in the FAR.

## ***Service Offering Description***

The David Consulting Group supports software development organizations in achieving software excellence with a metric-centered approach. Founded on the principles of strong customer support, quality deliverables and professional work ethics. The David Consulting Group (DCG) recognizes that investing in the excellence of software today is critical to the competitive success of tomorrow's business.

### **Process Improvement for Software Development Lifecycle:**

Requirements Management,  
Application Development (Agile, Waterfall, blended methodologies),  
Systems Analysis,  
Application Programming,  
Software Testing,  
Defect Tracking,  
Software Quality Assurance,  
Maintenance and Enhancements,  
Project Management  
Coaching and Mentoring

### **Software Measurement:**

Function Point Counting,  
Function Point Analysis,  
Software Sizing using Lines of codes and/or other than function points,  
Software Project Cost Estimation,  
Project Management  
Coaching and Mentoring

### **Outsourcing Governance:**

Service Level Agreement Measurement,  
Contract Compliance Measurement,  
Third party Contract Compliance Support  
Coaching and Mentoring

### **Performance-based IT acquisition metrics support:**

PWS, SOO and SOW Review  
Metrics and QA Audit  
Metrics and Measurement Management Staff Augmentation  
Coaching and Mentoring

### **SEI CMM®, CMMI®:**

Capability Maturity Model Development,  
Planning  
Implementation  
Coaching and Mentoring

### **ITIL, Six Sigma, ISO:**

Model Development and Compliance  
Implementation  
Coaching and Mentoring

***LABOR CATEGORIES/RESUME***

The labor categories for those individuals who will manage and perform IT Services under this GSA Schedule are presented in the section after next.

Resumes for proposed personnel on any issued task order are available to the GSA Contracting Officer or sponsoring agency upon request. Actual resumes of current staff are available via the internet by visiting [www.dcg.gov](http://www.dcg.gov).

***SECURITY CLEARANCES***

These costs are available outside the scope of the contract. The costs will be negotiated separately with the ordering agency per the guidelines set forth in the FAR.

***ACTIVITIES OUTSIDE THE CONTINENTAL UNITED STATES***

The Services herein are available to overseas activities outside the scope of this contract on an open market basis. They will be negotiated with the ordering agency.

**LABOR CATEGORY LEVEL GSA PRICE**

This price list effective, July 1, 2008. Discount to GSA ranges from 15% to 44%.

Labor Categories	Commercial Rates		% discount to GSA	Government Rates (includes IFF)				
	Daily	Hourly	% discount to GSA	GSA Pricing (hourly) Jan 2009 - Dec 2009	GSA Pricing (hourly) Jan 2010 - Dec 2010	GSA Pricing (hourly) Jan 2011- Dec 2011	GSA Pricing (hourly) Jan 2012 - Dec 2012	GSA Pricing (hourly) Jan 2013 - Dec 2013
Information Technology Process Improvement Program Manager/Senior Consultant	\$ 2,500	\$ 313	15%	\$ 265.63	\$ 272.27	\$ 279.07	\$ 286.05	\$ 293.20
Software Process Improvement Program Manager (SPI)	\$ 2,500	\$ 313	15%	\$ 265.63	\$ 272.27	\$ 279.07	\$ 286.05	\$ 293.20
Information Technology Infrastructure Library (ITIL) Senior Consultant	\$ 2,200	\$ 275	15%	\$ 233.75	\$ 239.59	\$ 245.58	\$ 251.72	\$ 258.02
Software Process Improvement Senior Consultant	\$ 2,250	\$ 281	15%	\$ 239.06	\$ 245.04	\$ 251.17	\$ 257.44	\$ 263.88
Software Process Improvement Consultant	\$ 2,000	\$ 250	15%	\$ 212.50	\$ 217.81	\$ 223.26	\$ 228.84	\$ 234.56
Software Process Improvement Certified Trainer	\$ 2,500	\$ 313	15%	\$ 265.63	\$ 272.27	\$ 279.07	\$ 286.05	\$ 293.20
SEI Consultant	\$ 1,500	\$ 188	19%	\$ 151.00	\$ 154.78	\$ 158.64	\$ 162.61	\$ 166.68
Lead Appraiser/Senior SEI Consultant (Category 1)	\$ 1,750	\$ 219	20%	\$ 175.00	\$ 179.38	\$ 183.86	\$ 188.46	\$ 193.17
Lead Appraiser/Principal Senior SEI Consultant (Category 2)	\$ 1,950	\$ 244	28%	\$ 175.00	\$ 179.38	\$ 183.86	\$ 188.46	\$ 193.17
High Maturity Lead Appraiser/Principal Senior SEI Consultant (Category 3)	\$ 2,500	\$ 313	44%	\$ 175.00	\$ 179.38	\$ 183.86	\$ 188.46	\$ 193.17
Information Technology (IT) Performance Benchmarking, Measurement and Analysis Program Manager	\$ 2,500	\$ 313	15%	\$ 265.63	\$ 272.27	\$ 279.07	\$ 286.05	\$ 293.20
IT Performance Benchmarking, Measurement and Analysis Senior Consultant	\$ 2,000	\$ 250	15%	\$ 212.50	\$ 217.81	\$ 223.26	\$ 228.84	\$ 234.56
IT Performance Benchmarking, Measurement and Analysis Managing Consultant	\$ 1,850	\$ 231	15%	\$ 196.56	\$ 201.48	\$ 206.51	\$ 211.68	\$ 216.97
Software Performance Benchmarking, Measurement and Analysis Program Manager	\$ 2,500	\$ 313	15%	\$ 265.63	\$ 272.27	\$ 279.07	\$ 286.05	\$ 293.20

Software Performance Benchmarking, Measurement and Analysis Senior Managing Consultant	\$ 2,000	\$ 250	15%	\$ 212.50	\$ 217.81	\$ 223.26	\$ 228.84	\$ 234.56
Software Performance Benchmarking, Measurement and Analysis Consultant	\$ 1,850	\$ 231	15%	\$ 196.56	\$ 201.48	\$ 206.51	\$ 211.68	\$ 216.97
Advanced Function Point & Measurement Specialist	\$ 1,750	\$ 219	20%	\$ 175.00	\$ 179.38	\$ 183.86	\$ 188.46	\$ 193.17
Senior Function Point & Measurement Specialist	\$ 1,500	\$ 188	19%	\$ 151.00	\$ 154.78	\$ 158.64	\$ 162.61	\$ 166.68
Certified FP Counter	\$ 1,250	\$ 156	19%	\$ 126.00	\$ 129.15	\$ 132.38	\$ 135.69	\$ 139.08
FP Analyst	\$ 1,000	\$ 125	19%	\$ 101.00	\$ 103.53	\$ 106.11	\$ 108.77	\$ 111.49
Senior Measurement Analyst	\$ 1,250	\$ 156	19%	\$ 126.00	\$ 129.15	\$ 132.38	\$ 135.69	\$ 139.08
Measurement Analyst	\$ 1,000	\$ 125	19%	\$ 101.00	\$ 103.53	\$ 106.11	\$ 108.77	\$ 111.49
Service Level Agreement Specialist	\$ 1,250	\$ 156	19%	\$ 126.00	\$ 129.15	\$ 132.38	\$ 135.69	\$ 139.08

## ***FEDERAL SUPPLY SCHEDULES - BLANKET PURCHASE AGREEMENT***

The use of Blanket Purchase Agreements under the Federal Supply Schedule Program are in accordance with the FAR .

For BPA's, agencies are empowered and encouraged to seek further price reductions. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with the FAR.

Teaming Arrangement may be incorporated into your BPA.

## ***SIMPLIFIED ACQUISITION PROCEDURES -BLANKET PURCHASE AGREEMENTS***

The FAR provides the following procedures for establishing a BPA under the Simplified Acquisition Procedures:

The Contracting Officer may use a BPA when there is:

- A need for a wide variety of items, but the exact items, quantities and delivery requirements are not known in advance.
- A need for commercial sources of supply for one or more offices that do not have purchase authority exists.
- To reduce the administrative burden of writing numerous purchase orders.
- Contracting Officers must contact Vendors to negotiate the terms and conditions of the BPA.

**SUGGESTED FORMAT**

**BEST VALUE -BLANKET PURCHASE AGREEMENT**

**FEDERAL SUPPLY SCHEDULE**

**(INSERT CUSTOMER NAME)**

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

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as a search for sources and the development of technical documents, solicitations and the evaluation of bids and offers. Teaming Arrangements are permitted with Federal Supply Schedule contractors in accordance with Federal Acquisition Regulation (FAR) Part 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 **Government that works better and costs less.**

Signatures:

\_\_\_\_\_ AGENCY DATE

\_\_\_\_\_ CONTRACTOR DATE

**VICTORY OVER RED TAPE**

BPA NUMBER \_\_\_\_\_  
(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule contract number(s) \_\_\_\_\_, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(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 /TYPE OF SERVICE	SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

(2) Delivery: DESTINATION DELIVERY	SCHEDULE/DATES
_____	_____
_____	_____

(3) The Government 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 e-mail, FAX, paper or oral communications.

(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 as 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.

**\*IMPORTANT -- A new feature to the Federal Supply Schedules Program permits contractors to offer price reductions in accordance with commercial practice. Teaming Arrangements are permitted with Federal Supply contractors in accordance with FAR Part 9.6.**

***Sales and Service points***

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