GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE CATALOG/PRICE LIST

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

SCHEDULE TITLE: Federal Supply Schedule 070: General Purpose Commercial Information Technology Equipment, Software, and Services

CONTRACT NUMBER: GS-35F-0728N

CONTRACT PERIOD: June 26, 2003 to June 25, 2023

Price List Current through Modification PO-0026, effective date June 26, 2018

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

CONTRACTOR: Interactive Information Solutions, Inc.
8001 Braddock Road, Suite 300
Springfield, VA 22151-2110
Phone number: (703) 372-5227
Fax number: (703) 372-5228
E-Mail: tkhuu@iisolutionsinc.com

BUSINESS SIZE: Small

CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBER (SIN)

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-51</td>
<td>Information Technology Professional Services</td>
</tr>
</tbody>
</table>

1b. LOWEST PRICED ITEM

<table>
<thead>
<tr>
<th>SIN</th>
<th>MODEL NO.</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-51</td>
<td>Administrative Support Services Specialist</td>
<td>$39.80</td>
</tr>
</tbody>
</table>

1b. HOURLY RATES: See page 4

2. MAXIMUM ORDER*:

<table>
<thead>
<tr>
<th>SIN</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-51</td>
<td>$500,000 per order per SIN</td>
</tr>
</tbody>
</table>

*If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contract the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: $100.00

4. GEOGRAPHIC COVERAGE: 48 States, D.C.
5. **POINT(S) OF PRODUCTION:** N/A

6. **DISCOUNT FROM LIST PRICES:** All prices included herein are NET. Discounts have been deducted. Government Educational Institutions are offered the same discounts as all other Government customers.

7. **QUANTITY DISCOUNT(S):** None

8. **PROMPT PAYMENT TERMS:** Net 30 Days

9a. **GOVERNMENT PURCHASE CARDS MUST BE ACCEPTED AT OR BELOW THE MICRO-PURCHASE THRESHOLD.**

9b. **GOVERNMENT PURCHASE CARDS ARE ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD.**

10. **FOREIGN ITEMS:** None

11a. **TIME OF DELIVERY:** As agreed to with the Agency

11b. **EXPEDITED DELIVERY:** Contact Contractor

11c. **OVERNIGHT AND 2-DAY DELIVERY:** Contact the Contractor for rates.

11d. **URGENT REQUIREMENTS:** Agencies can contact the Contractor’s representative to effect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. **FOB POINT:** Destination

13a. **ORDERING ADDRESS:** Interactive Information Solutions, Inc.
8001 Braddock Road, Suite 300
Springfield, VA 22151-2110

13b. **ORDERING PROCEDURES:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (PBA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3

14. **PAYMENT ADDRESS:** Interactive Information Solutions, Inc.
8001 Braddock Road, Suite 300
Springfield, VA 22151-2110

15. **WARRANTY PROVISION:** N/A

16. **EXPORT PACKING CHARGES:** N/A.

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** (any thresholds above the micro-purchase level) Government purchase card is accepted above the micro-purchase level.

18. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** Inspection and repair of defective equipment under this warranty will be at Contractor’s site. N/A

19. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A.

20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LIST AND ANY DISCOUNTS FROM THE LIST PRICES (IF APPLICABLE):** N/A

20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A

21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A

22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A

23. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A
24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g., recycled content, energy efficiency, and/or reduced pollutants): None

24b. SECTION 508 COMPLIANCE FOR EIT: www.iisolutionsinc.com

25. DUNS NUMBERS: 03-027-6930

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Registration expiration date: 01/23/2018

---

Labor Category

Off Site Hourly Rates

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Software Engineer</td>
<td>$64.67</td>
</tr>
<tr>
<td>2. Senior Software Engineer</td>
<td>$99.50</td>
</tr>
<tr>
<td>3. Database Engineer</td>
<td>$64.67</td>
</tr>
<tr>
<td>4. Senior Database Engineer</td>
<td>$99.50</td>
</tr>
<tr>
<td>5. Network Engineer</td>
<td>$49.75</td>
</tr>
<tr>
<td>6. Senior Network Engineer</td>
<td>$84.58</td>
</tr>
<tr>
<td>7. Systems Engineer/Analyst</td>
<td>$49.75</td>
</tr>
<tr>
<td>8. Senior Systems Engineer/Analyst</td>
<td>$99.50</td>
</tr>
<tr>
<td>9. Technical Writer/Editor</td>
<td>$39.80</td>
</tr>
<tr>
<td>10. Administrative Support Services Specialist</td>
<td>$39.80</td>
</tr>
<tr>
<td>11. Technical Matter Specialist I</td>
<td>$95.72</td>
</tr>
<tr>
<td>12. Technical Matter Specialist II</td>
<td>$119.65</td>
</tr>
<tr>
<td>13. Technical Matter Specialist III</td>
<td>$143.58</td>
</tr>
<tr>
<td>14. Project Manager I</td>
<td>$124.43</td>
</tr>
<tr>
<td>15. Project Manager II</td>
<td>$143.58</td>
</tr>
<tr>
<td>16. Security Analyst I</td>
<td>$86.15</td>
</tr>
<tr>
<td>17. Security Analyst II</td>
<td>$105.29</td>
</tr>
<tr>
<td>18. Security Analyst III</td>
<td>$124.43</td>
</tr>
<tr>
<td>19. Senior Software Architect</td>
<td>$143.58</td>
</tr>
<tr>
<td>20. Program Manager</td>
<td>$153.15</td>
</tr>
<tr>
<td>21. Senior Consultant</td>
<td>$153.15</td>
</tr>
<tr>
<td>22. HelpDesk Technician I</td>
<td>$47.86</td>
</tr>
<tr>
<td>23. HelpDesk Technician II</td>
<td>$67.00</td>
</tr>
<tr>
<td>24. HelpDesk Technician III</td>
<td>$86.15</td>
</tr>
<tr>
<td>25. Configuration Manager I</td>
<td>$86.15</td>
</tr>
<tr>
<td>26. Configuration Manager II</td>
<td>$105.29</td>
</tr>
<tr>
<td>27. Configuration Manager III</td>
<td>$124.43</td>
</tr>
</tbody>
</table>
1. **Commercial Job Title:** Software Engineer  
**Minimum/General Experience:** This position requires four (4) years of technical experience that applies to performing analysis, design, implementation, and testing of complex software systems using software engineering methodologies and tools. Requires two (2) years of specialized experience that include: experience working on large-complex Internet, client/server, and mainframe systems; implementation using software development tools; and knowledge of software architectural design and testing techniques.  
**Functional Responsibility:** Supports other software engineers and programmers in the development of complex software systems. Applies software engineering methodologies and tools to the development and integration of complex software systems. Analyzes software specifications and design specifications, implements the software from the design specifications. Performs testing, debugging, refinement, and integration of the software.  
**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

2. **Commercial Job Title:** Senior Software Engineer  
**Minimum/General Experience:** This position requires six (6) years of technical experience that applies to managing or performing analysis, design, implementation, and testing of complex software systems using software engineering methodologies and tools. Requires four (4) years of specialized experience that include: demonstrated experience working on large-complex Internet, client/server, and mainframe systems; implementation using software development tools; formulating architectural design from functional, technical, and interface specifications; formulating testing techniques; and knowledge of software processes, standards, and best practices. General experience includes developing project plans.  
**Functional Responsibility:** Leads other software engineers and programmers in the development of complex software systems. Evaluates, recommends, and applies software engineering methodologies and tools to the development and integration of complex software systems. Analyzes software requirements and determines optimum software approach for developing the software system. Formulates, reviews, and refines software system designs according to the requirement specifications. Allocates and supervises the implementation of the software system. Leads the testing, debugging, refinement, and integration of the software system. Implements guidelines and procedures for software configuration management. Determines software development costs, risks, and schedules.  
**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

3. **Commercial Job Title:** Database Engineer  
**Minimum/General Experience:** This position requires four (4) years of technical
experience that applies to performing design, implementation, deployment, and administration of relational database systems using DBMS methodologies and tools. Requires two (2) years of specialized experience that include: data modeling, logical and physical database designs, implementation using current DBMS technologies, and data migration. General experience includes analyzing and fine-tuning database system for optimum performance. Knowledge of database architectural design and testing techniques.

**Functional Responsibility:** Supports other database engineers in the development of complex relational database systems. Applies DBMS methodologies and tools to the development of complex relational database systems. Analyzes data models, implements the database system from the logical and physical designs. Performs testing, debugging, and fine-tuning of the database system. Performs migration of the data into the database system as required.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

4. **Commercial Job Title:** Senior Database Engineer

**Minimum/General Experience:** This position requires six (6) years of technical experience that applies to managing or performing design, implementation, deployment, and administration of relational database systems using DBMS methodologies and tools. Requires four (4) years of specialized experience that include: demonstrated experience developing data modeling, logical and physical database designs, implementation using current DBMS technologies, and data migration. Experience formulating architectural design from functional, technical, and interface specifications; formulating testing techniques; and knowledge of DBMS processes, standards, and best practices. General experience includes developing project plans.

**Functional Responsibility:** Leads other database engineers in the development of complex relational database systems. Evaluates, recommends, and applies DBMS methodologies and tools to the development of complex relational database systems. Analyzes database system requirements and determines optimum DBMS technologies available for developing the database system. Formulates, reviews, and refines logical and physical designs according to the requirement specifications. Allocates and supervises the implementation of the database system. Leads the testing, debugging, and fine-tuning of the database system. Determines database development costs and schedules.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

5. **Commercial Job Title:** Network Engineer

**Minimum/General Experience:** This position requires four (4) years of technical experience that applies to telecommunications design and implementation. Requires two (2) years of specialized experience that include: voice and VOIP networks, LAN and WAN networks, wireless network, and/or fiber optic networks. Knowledge of network design tools, techniques, and methodologies.
**Functional Responsibility:** Assists Senior Network Engineer in the design and installation of large-scale WAN and LAN networks. Monitors and diagnoses network problems using network troubleshooting tools. Implements security policies and procedures for the network. Configures and optimizes the network to meet the load demand, to support user applications, and to support backend services.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

---

**6. Commercial Job Title:** Senior Network Engineer

**Minimum/General Experience:** This position requires six (6) years of technical experience that applies to managing or performing design, implementation, and testing of telecommunication networks using network engineering methodologies and tools. Requires four (4) years of specialized experience that include: voice and VOIP networks, LAN and WAN networks, wireless network, and/or fiber optic networks. Experience in the evaluation, recommendation, and usage of network design tools, techniques, and methodologies. General experience includes developing project plans.

**Functional Responsibility:** Analyzes, formulates, and designs complex WAN and LAN networks. Leads other network engineers and network administrators in the installation, integration, and testing of complex WAN and LAN networks. Uses automated tools to manage the network, to monitor network integrity, and to identify potential security risks. Develops security policies and procedures for the network. Develops network contingency plan to ensure continuous operation. Implements guidelines and procedures for network optimization, reconfiguration and expansion. Determines network installation costs, risks, and schedules.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

---

**7. Commercial Job Title:** Systems Engineer/Analyst

**Minimum/General Experience:** This position requires four (4) years of technical experience that applies to performing analysis, design, implementation, testing, and deployment of complex systems using system engineering lifecycles, methodologies and tools. Requires two (2) years of specialized experience that include: experience working on large-complex management information systems, support systems, and software intensive systems. Knowledge of system architectural design, integration, and testing techniques.

**Functional Responsibility:** Supports other system engineers in the development of large-complex systems. Applies system engineering methodologies and tools to the development and integration of large-complex systems. Analyzes system specifications and design specifications, implements the system from the design specifications. Performs testing, debugging, refinement, and integration of the system.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.
8. **Commercial Job Title:** Senior Systems Engineer/Analyst  
**Minimum/General Experience:** This position requires six (6) years of technical experience that applies to managing or performing analysis, design, implementation, testing, and deployment of complex systems using system engineering lifecycles, methodologies and tools. Requires four (4) years of specialized experience that include: demonstrated experience working on large-complex management information systems, support systems, and software intensive systems. Experience with system architectural design, integration, and testing techniques. General experience includes developing project plans.  
**Functional Responsibility:** Leads other systems engineers in the development of large-complex systems. Evaluates, recommends, and applies system engineering lifecycles, methodologies and tools to the development and integration of large-complex systems. Analyzes system requirements and determines optimum system approach for developing the system. Formulates, reviews, and refines system designs according to the requirement specifications. Allocates and supervises the implementation of the system. Leads the testing, debugging, refinement, and integration of the system. Determines system development costs, risks, and schedules.  
**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

9. **Commercial Job Title:** Technical Writer/Editor  
**Minimum/General Experience:** This position requires in-depth knowledge of technical writing, editing tools, and software graphic packages. Requires three (3) years of experience developing technical documentation for management information systems, support systems, or software intensive systems. Knowledge of technical document standards.  
**Functional Responsibility:** Develops, drafts, revises, and edits technical documentation base upon inputs from end user, analysts, programmers, engineers, and other technical personnel. Ensures compliance with technical writing standards. Identifies and corrects styling, formatting, spelling, grammar, and presentation inconsistency and inaccuracy.  
**Minimum Education:** A Bachelor of Science Degree in English, Technical Writing, or other related discipline.

10. **Commercial Job Title:** Administrative Support Services Specialist  
**Minimum/General Experience:** This position serves as the coordinator in supporting all phase of a project. Requires two (2) years of experience in assisting with project planning and implementation, monitoring of project to ensure successful completion of tasks, and support other management activities relating to a project. Experience in planning meetings, demos, and presentations relating to a project.  
**Functional Responsibility:** Records and documents activities relating to the planning activities of a project. Monitors and tracks the tasks associated with a project to ensure successful completion. Supports management in producing project plans and other required documentation. Coordinates meetings, demos, and presentations.  
**Minimum Education:** AA Degree.
11. Commercial Job Title: Technical Matter Specialist I  
**Minimum/General Experience:** This position requires four (4) years of specialty experience in a pertinent technology domain. Skilled in industry, government and/or military standards, procedures, methodologies, or task specific tools/processes. With four years of additional specialized experience that includes: demonstrated experience working on large-complex management information systems, support systems, and software intensive systems. Experience with system architectural design, integration, and testing techniques.  
**Functional Responsibility:** Provides technical expertise in support of areas such as Information Technology (IT): requirements/specifications definitions, architectural system design, development, testing, deployment, and sustainment.  
**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

12. Commercial Job Title: Technical Matter Specialist II  
**Minimum/General Experience:** This position requires six (6) years of specialty experience in a pertinent technology domain. Skilled in industry, government and/or military standards, procedures, methodologies, or task specific tools/processes. With four years of additional specialized experience that includes: demonstrated experience working on large-complex management information systems, support systems, and software intensive systems. Experience with system architectural design, integration, and testing techniques.  
**Functional Responsibility:** Provides technical expertise in support of areas such as Information Technology (IT): requirements/specifications definitions, architectural system design, development, testing, deployment, and sustainment.  
**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

13. Commercial Job Title: Technical Matter Specialist III  
**Minimum/General Experience:** This position requires eight (8) years of specialty experience in a pertinent technology domain. Skilled in industry, government and/or military standards, procedures, methodologies, or task specific tools/processes. With four years of additional specialized experience that includes: demonstrated experience working on large-complex management information systems, support systems, and software intensive systems. Experience with system architectural design, integration, and testing techniques.  
**Functional Responsibility:** Provides technical expertise in support of areas such as Information Technology (IT): requirements/specifications definitions, architectural system design, development, testing, deployment, and sustainment.  
**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.
14. Commercial Job Title: Project Manager I
Minimum/General Experience: This position requires twelve (12) years of technical experience with increasing responsibilities in large-scale information systems design, development and management.
Functional Responsibility: Serves as project manager on large-scale, complex IT projects. Responsible for and leads team in the design, development and implementation. Work with customer to ensure that performance, cost, schedule, and delivery objectives of the project are met.
Minimum Education: A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

15. Commercial Job Title: Project Manager II
Minimum/General Experience: This position requires twelve (15) years of technical experience with increasing responsibilities in large-scale information systems design, development and management.
Functional Responsibility: Serves as project manager on large-scale, complex IT projects. Responsible for and leads team in the design, development and implementation. Work with customer to ensure that performance, cost, schedule, and delivery objectives of the project are met.
Minimum Education: A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

16. Commercial Job Title: Security Analyst I
Minimum/General Experience: This position requires two (2) years of experience in information security.
Functional Responsibility: A Security Analyst I (SAI) shall be able to perform the following tasks, with minimal direction: developing and preparing technical documents; writing technical papers, interaction with customers to gather design and development inter-networking concepts, theories, and information; perform technical engineer duties to include but not be limited to installation of inter-networking equipment, setup test equipment, execute tests according to written procedures, and document test results in a meaningful format for future integration into test result reports. The SAI shall understand inter-networking, networks, and computer concepts, and have technical expertise in engineering secure network. The SAI shall possess personnel computer skills at a level where they can capture preliminary and detailed information to complete follow-on tasks. A SAI shall have the knowledge and job skills to work directly with senior level personnel to accomplish goals and tasks. A SAI shall be required to initiate tasks, and complete them under the direction of a Program Manager. Performs certification for C&A processes for the accreditations of systems. The SAI performs vulnerability analysis and assessment using either government or commercial off the shelf technologies.
Minimum Education: A Bachelor of Science Degree in Computer Science,
17. Commercial Job Title: Security Analyst II
Minimum/General Experience: This position requires four (4) years of experience in information security.
Functional Responsibility: A Security Analyst II (SAI) shall be able to perform the following tasks, with minimal direction: developing and preparing technical documents; writing technical papers, interaction with customers to gather design and development inter-networking concepts, theories, and information; perform technical engineer duties to include but not be limited to installation of inter-networking equipment, setup test equipment, execute tests according to written procedures, and document test results in a meaningful format for future integration into test result reports. The SAI shall understand inter-networking, networks, and computer concepts, and have technical expertise in engineering secure network. The SAI shall possess personnel computer skills at a level where they can capture preliminary and detailed information to complete follow-on tasks. A SAI shall have the knowledge and job skills to work directly with senior level personnel to accomplish goals and tasks. A SAI shall be required to initiate tasks, and complete them under the direction of a Program Manager. Performs certification for C&A processes for the accreditations of systems. The SAI performs vulnerability analysis and assessment using either government or commercial off the shelf technologies.
Minimum Education: A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

18. Commercial Job Title: Security Analyst III
Minimum/General Experience: This position requires six (6) years of experience in information security.
Functional Responsibility: Conducts Information System audits, adheres to standards and uses common procedures and techniques in the performance of an audit. Analyzes and evaluates the policies, access controls, management and organizational structures, operating procedures, and control environment of departments processing information on computer systems. Identifies and evaluates user requirements, risks, exposures and controls in specific applications during the development or acquisition phase. Formulates, reviews, and revises procedures necessary to implement system security in accordance with higher level regulatory requirements. Reviews all safeguard procedures to measure the effectiveness of the total system security. Makes formal recommendations based on these reviews. Advises and assists in developing, implementing, and administering effective security programs; assesses progress in accomplishing such tasks. Evaluates security accreditation documentation.
Minimum Education: A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

19. Commercial Job Title: Senior Software Architect
Minimum/General Experience: This position requires twelve (12) years of technical experience with increasing responsibilities in planning and performing software system
engineering research, design, development and other tasks in conformance with software system standards, methodologies and specifications.

**Functional Responsibility:** Strategically designs, develops and implements enterprise software systems in support of organizational functions. Provides assistance and performs general technical tasks for software integration. Performs technical support in one or more specific areas of research associated with software interoperability or integration. Supervises teams of Senior Software Engineers, Software Test Engineers, Senior Systems Engineers, and Network Engineers through project completion and is considered a Subject Matter Expert (SME) in one or more specific areas of software system design, development and implementation. Responsible for complex technical/engineering projects.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

---

20. **Commercial Job Title:** Program Manager

**Minimum/General Experience:** This position requires ten (10) to fifteen (15) years of technical experience with increasing responsibilities in program management of information systems and related services.

**Functional Responsibility:** Manages substantial contract support operations involving multiple projects. Organizes, directs, and coordinates planning and production of all contract support activities. Must have demonstrated communications skills at all levels of management. Serves as the contractor authorized to interface with the Contracting Officers Technical Representative (COTR), government management personnel, and client agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervision contractor personnel, and communication policies, purposes, and goal of the organization to subordinate personnel. Responsible for overall contract performance. Demonstrated capability in the overall management of multi-task contract of the size, type, and complexity described in the Task Order(s).

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, Business, Management.

---

21. **Commercial Job Title:** Senior Consultant

**Minimum/General Experience:** This position requires four (4) to eight (8) years specialized experience in engineering information systems. Working knowledge of current and anticipated developments in such areas as information systems hardware, software, databases, communication protocols, and networking. Supervisory experience as a Team Leader.

**Functional Responsibility:** Duties include but are not limited to providing technical direction, analysis and engineering of information systems, defining requirements and limitations, technical guidance and direction, system testing, and developing engineering plans/schedules. Defines group direction from loosely given guidance, interfacing with the customer and Subject Matter Experts to extract program
information, mentoring less experience team members, assisting in the determination of overall results analysis approach, and provides future network development guidance to the engineering staff. Works independently without significant oversight and will be empowered to make decisions. Will analyze physical, functional, system, data, and component analysis and architecture comprehension. Possess strong communication, and team work skills.

**Minimum Education:** A Master of Science Degree in Computer Science, Engineering, Mathematics, Business, Management.

---

**22. Commercial Job Title:** HelpDesk Technician I  
**Minimum/General Experience:** This position requires one (1) year of relevant work experience/education.  
**Functional Responsibility:** Provide technical support and guidance, problem resolution, and installation for hardware and software systems. Perform maintenance and configuration support for computer and networked equipment.  
**Minimum Education:** High school diploma.

---

**23. Commercial Job Title:** HelpDesk Technician II  
**Minimum/General Experience:** This position requires three (3) years of relevant work experience/education.  
**Functional Responsibility:** Provide technical support and guidance, problem resolution, and installation for hardware and software systems. Perform maintenance and configuration support for computer and networked equipment. Troubleshoot applications, email and operating system problems.  
**Minimum Education:** High school diploma.

---

**24. Commercial Job Title:** HelpDesk Technician III  
**Minimum/General Experience:** This position requires five (5) years of relevant work experience/education.  
**Functional Responsibility:** Provide technical support and guidance, problem resolution, and installation for hardware and software systems. Perform maintenance and configuration support for computer and networked equipment. Troubleshoot applications, email and operating system problems. Assist with high level enterprise wide architecture problems, network problems and associated help desk documentation and systems support.  
**Minimum Education:** High school diploma.

---

**25. Commercial Job Title:** Configuration Manager I  
**Minimum/General Experience:** This position requires two (2) years of overall industry experience, along with one (1) year of related experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.  
**Functional Responsibility:** Analyzes proposed product design changes to determine
the effect on the overall system. Ensures configuration identification by reviewing design release documents for completeness and proper authorizations. Prepares deviations and waivers for government approval when specifications cannot be met. Compiles audit information. May audit subcontractors’ inspection or technical document preparation procedures to verify compliance with contract requirements. Prepares manual or automated records of parts design change documents.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

26. **Commercial Job Title:** Configuration Manager II

**Minimum/General Experience:** This position requires four (4) years of overall industry experience, along with two (2) years of related experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

**Functional Responsibility:** Analyzes proposed product design changes to determine the effect on the overall system. Ensures configuration identification by reviewing design release documents for completeness and proper authorizations. Prepares deviations and waivers for government approval when specifications cannot be met. Compiles audit information. May audit subcontractors’ inspection or technical document preparation procedures to verify compliance with contract requirements. Prepares manual or automated records of parts design change documents. Drafts configuration analysis plans to encompass contractual requirements. Reviews contracts and determines configuration requirements. Assists in the development and maintenance of database.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.

27. **Commercial Job Title:** Configuration Manager III

**Minimum/General Experience:** This position requires six (6) years of overall industry experience, along with four (4) years of related experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

**Functional Responsibility:** Analyzes proposed product design changes to determine the effect on the overall system. Ensures configuration identification by reviewing design release documents for completeness and proper authorizations. Prepares deviations and waivers for government approval when specifications cannot be met. Compiles audit information. May audit subcontractors’ inspection or technical document preparation procedures to verify compliance with contract requirements. Prepares manual or automated records of parts design change documents. Drafts configuration analysis plans to encompass contractual requirements. Reviews contracts and determines configuration requirements. Assists in the development and maintenance of database.

**Minimum Education:** A Bachelor of Science Degree in Computer Science, Engineering, Mathematics, or Information Systems.
## TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

1. **SCOPE**
   
a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

   b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

   
a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

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

   b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. **PERFORMANCE OF SERVICES**
   
a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

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

   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

   d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.
5. **STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)**

a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

   (1) Cancel the stop-work order; or
   
   (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

   (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
   
   (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. **INSPECTION OF SERVICES**


7. **RESPONSIBILITIES OF THE CONTRACTOR**

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

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed
under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

   (1) The offeror;
   (2) Subcontractors; and/or
   (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

   a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

   b. Pricing for all IT Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

   c. The following is an example of the manner in which the description of a commercial job title should be presented:
EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor’s Degree in Computer Science