



**AUTHORIZED
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

**SCHEDULE 70 -- GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE, AND SERVICES**

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

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



eKUBER VENTURES INC

1158 ROBINDALE DR
GREAT FALLS, VA 22066

Phone: 703-624-1473

Ajay Srivastava - ajay@ekuber.com

<http://www.ekuber.com>

DUNS: 143932726 CAGE: 34KZ0

Contract Number: **GS-35F-073AA**

Period Covered by Contract: **December 1, 2012 – November 30, 2017**

General Services Administration
Federal Acquisition Service

Pricelist current through Modification #0003, dated April 22, 2015.

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).



Table of Contents

<u>Description</u>	<u>Page</u>
INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS	3
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)	10
PRICING FOR IT PROFESSIONAL SERVICES AND LABOR CATEGORY DESCRIPTIONS	16
USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS	27
BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE	29
BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"	31

**INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS**

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. 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/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.gsa.gov/fas) 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 pricelists 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.

1. GEOGRAPHIC SCOPE OF CONTRACT:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

**2443 BIRCH COVE RD
HERNDON, VA 20171-5362**

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

703-624-1473

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule Contract
 Block 16: Data Universal Numbering System (DUNS) Number: 143932726
 Block 30: Type of Contractor: A. Small Disadvantaged Business
 Block 31: Woman-Owned Small Business - No
 Block 37: Contractor's Taxpayer Identification Number (TIN): 75-3037709
 Block 40: Veteran Owned Small Business (VOSB): N/A

- 4a. CAGE Code: 34KZO
- 4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

a. **TIME OF DELIVERY:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-51	30 days

b. **URGENT REQUIREMENTS:** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

c. i. SIN 132-54 and SIN 132-55, **ACCELERATED SERVICE DELIVERY** (7 calendar days or less): the time required for COMSATCOM services to be available after order award. Under Accelerated Service Task Orders, service acceptance testing, unless otherwise required by the satellite provider or host nation, shall be deferred until Ordering Activity operations permit.

ii. SIN 132-54 and SIN 132-55, **TIME-CRITICAL DELIVERY** (4 hours or less): the time required for COMSATCOM services to be available after order award. Under Time-Critical Task Orders, service acceptance testing unless otherwise required by the satellite provider or host nation shall be deferred until Ordering Activity operations permit. Time-Critical Delivery shall be predicated on the availability of COMSATCOM transponded capacity (contracted bandwidth and power, pre-arranged Host Nation Agreements, frequency clearance) or COMSATCOM subscription services (bandwidth, terminals, network resources, etc.).

iii. For SIN 132-54 and SIN 132-55, **EXTENDED SERVICE DELIVERY TIMES:** the time required under extenuating circumstances for COMSATCOM services to be available after order award. Such extenuating circumstances may include extended time required for host nation agreements or landing rights, or other time

intensive service delivery requirements as defined in the individual requirement. Any such extended delivery times will be negotiated between the Ordering Activity and Contractor.

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: Net 30
- b. Quantity: None
- c. Dollar Volume: +1.5% > \$75,000 orders
- d. Other Special Discounts (i.e. Government Education Discounts, etc.): None

8. TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

10. Small Requirements: The minimum dollar of orders to be issued is \$100.00.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)

- a. The Maximum Order for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-51 - Information Technology Professional Services

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS

REQUIREMENTS: ordering activities 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 activities, shall be responded to promptly by the Contractor.

13.1 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

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

13.2 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 Acquisition 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 (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.



- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.gsaadvantage.gov>

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. 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.

c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

19. 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 pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

None

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

23. SECTION 508 COMPLIANCE.

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes X

No

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): www.ekuber.com

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an

endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**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/IAM Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/IAM Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

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

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

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

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

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

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

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS -COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I - OCT 2008) (DEVIATION I - FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

All IT/IAM 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/IAM 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

FPDS Code D301 - IT Facility Operation and Maintenance

Provide facility planning; Cloud and client/server migrations; operational support; technical support; end user support; help desk operations; computer operations; remedial and preventive maintenance management; security management; communications operations; system performance analysis and management; systems tuning; systems programming; product evaluation and recommendations; capacity planning; and security analysis, implementation, and management related to the following;

- Computer System Data Centers
- Communications Facilities
- Data Warehouses
- Disaster Recovery Facilities.

FPDS Code D302 - IT Systems Development Services:

Provide personnel, equipment, and facilities to accomplish database planning and design. Include: requirements analysis, comparative study and evaluation of available database engines, concept development, hardware specifications, database specifications, internet and intranet design, data warehousing applications, database compatibility assessments, recommendations, acquisition support and documentation.

FPDS Code D306 - IT Systems Analysis Services:

Provide personnel, equipment and facilities to accomplish systems analysis and design. Include: Mission requirements analysis, concept development, systems requirements analyses and information engineering, Legacy System Analysis, Analysis of Alternative Solutions, Life Cycle Cost Analysis, Benefit Comparison and Analysis, Cost-Performance Trade-off Studies, Goals and Objectives Analysis systems, specifications, Database specifications, Business Process Re-engineering, Requirements Modeling and Prototyping, User-oriented design, Coding, unit testing, and integration testing, test plans and test analysis reports, hardware specifications, acquisition support and documentation.

FPDS Code D307 - Automated Information System Design Integration Services:

Provide technical support required from delivery of product through installation and integration to a fully functioning system. Include: Conducting BPR by defining missions, goals, objectives, processes and organizational structures and defining critical success factor studies to determine re-engineering parameters. Development of system design documents, requirements-to-design matrices, development and/or review of system performance and production requirements, program approval documentation, system engineering reviews and reports, of contingency



of operations plans Site preparation, Network analysis and design, COTs product evaluation and selection, Migration plan, Network configuration management plans, Communication interface analyses, LAN/WAN installation and integration, equipment acquisition, receipt, unpacking, relocation and inventory, assembly of system components, loading of software, testing and evaluation, customer training, acquisition support and documentation.

FPDS Code D308 - Programming Services:

Provide software development of tailored programs and modification and enhancement of existing and/or COTs programs. Includes: Design specifications, Code generation, Interoperability studies, Prototype development, migration to match platform requirements, testing, debugging, verification and validation, Source code management, User interface design, Internet and multimedia development, Firewalls/Security, and acquisition support.

FPDS Code D310 - IT Backup and Security Services

Provide analysis and recommendations on disaster recovery, backup and security procedures. Includes databases, websites, hardware, server environments, cloud and Internet. IT Backup and Security Services includes:

- Database Administration
- Design and implementation of a secure architecture
- Web Server Security Analysis
- Database Security Analysis
- Web System Analysis
- Security Policy Definition and Enforcement Review
- Shared Data Environment
- Release Policy Definition and Management

FPDS Code D311 - IT Data Conversion Services:

Provide analysis of the conversion requirement; cost/benefit analysis of alternatives; development of comprehensive test plans; design and construction of conversion routines and filters; system conversion; migration of the new system/data to the target hardware and software infrastructure; complete system and user acceptance testing; and post-conversion review, facilities design, media conversion to digital format, systems deployment and transition/re-hosting, systems reengineering, training, acquisition support and documentation.

FPDS Code D399 - Other Information Technology Services, not elsewhere classified

Provide the following services for integration of all current and future hardware and software products:

- Organizational change
- IT Portfolio assessment and consolidation
- Performance measurements
- Assessment of futuristic technologies
- Cloud Based Application Development and Migration
- Analyses of hardware and software requirements to implement requirements
- Migration planning
- Architecture & SOA
- Software design evaluations
- Interface requirements definition
- Design support
- Help desk operations
- Testing support
- Acquisition support
- Documentation and Financial management/budgeting services

PRICING FOR IT PROFESSIONAL SERVICES AND LABOR CATEGORY DESCRIPTIONS

LABOR CATEGORY TITLE	GSA PROPOSED RATE including IFF
BUSINESS INTEGRATION CONSULTANT	\$153.15
PROGRAM MANAGER	\$157.93
SOLUTION ARCHITECT	\$153.15
APPLICATION SYSTEMS ANALYST	\$114.86
SENIOR TECHNICAL CONSULTANT	\$114.86
TECHNICAL CONSULTANT	\$98.59
DATABASE ADMINISTRATOR	\$124.43
SYSTEMS ENGINEER	\$86.15
APPLICATIONS DEVELOPER	\$101.46
APPLICATIONS ENGINEER	\$95.72
JUNIOR PROGRAMMER	\$67.00
SYSTEMS ADMINISTRATOR	\$99.38
FUNCTIONAL CONSULTANT	\$55.52
FUNCTIONAL CONSULTANT II	\$76.16
FUNCTIONAL CONSULTANT LEVEL III	\$80.40
QA ANALYST	\$67.04
BUSINESS ANALYST	\$70.83
SENIOR CONSULTANT	\$86.15
DATABASE DEVELOPER	\$110.08
APPLICATIONS ENGINEER II	\$120.28
SENIOR APPLICATION SYSTEMS ANALYST	\$142.62
SENIOR TECHNICAL CONSULTANT II	\$134.01
SENIOR TECHNICAL CONSULTANT III	\$153.15
SUBJECT MATTER EXPERT	\$191.44
SENIOR APPLICATIONS DEVELOPER	\$132.09
SENIOR APPLICATIONS DEVELOPER II	\$172.29
BUSINESS ANALYST I	\$103.38

COMMERCIAL JOB TITLE: BUSINESS INTEGRATION CONSULTANT



MINIMUM/GENERAL EXPERIENCE: 6-8 years of demonstrated business management and technology experience. Range of expertise as a technology business integration may include ERP, Mobile, eBusiness, Social Collaboration Tools, Wiki, Blogs, CRM, Supply Chain, eCommerce, intranet/extranet, email and messaging, directory services, business Web, knowledge management, collaborative computing and process automation.

FUNCTIONAL RESPONSIBILITIES: Advises clients on technology efforts and approaches that support business strategies and initiatives to enable flawless operational execution and value. Leads the development of the strategies for software/COTS implementation and information technology initiatives driving the business value of technology. Defines best practices and develops methodologies for measuring value and return on investment, as well as for benchmarking new technologies.

MINIMUM EDUCATION: Master's degree or Bachelor's degree in Information Systems, Computer Science, Engineering or comparable discipline with 4 years experience or a total of 8+ years of experience. Advanced professional education and training in management principles and practices are desirable. MBA preferred, but not required. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: PROGRAM MANAGER

MINIMUM/GENERAL EXPERIENCE: 6-8 years of related experience, including two years managing a staff of 8 or more as project manager of projects involving analysis, design and implementation of complex information technology and communication systems that include direct supervision of systems design and development and responsibility for client relationship and management, work scope management, contract administration and personnel scheduling.

FUNCTIONAL RESPONSIBILITIES: Manages the overall program and contractual effort. He position serves as the contractor's authorized interface with the Government Contracting Officer (CO), the Contracting Officer's Technical Representative (COTR), government personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning of contractor work schedules, and the review work discrepancies. Supervises contractor personnel, and communicate policies, purposes, and goals of the organization to subordinates. Responsible for the management of the entire project and the assigned staff. Responsible for coordinating all project administrative matters with the Contracting Officer's Representative.

MINIMUM EDUCATION: Master's degree or Bachelor's degree in Information Systems, Computer Science, Engineering or comparable discipline with 4 years experience. Advanced professional education and training in management principles and practices are desirable. MBA preferred, but not required. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SOLUTION ARCHITECT

MINIMUM/GENERAL EXPERIENCE: 6-8 years experience in systems design of large scale computer systems including implementation of new and reengineered business functions. Requires skills in verbal and written communications. It also requires initiative, imagination, analytical ability and the ability to deal tactfully and effectively with customers in both a group and one-on-one situation.

FUNCTIONAL RESPONSIBILITIES: Responsible for using various modeling techniques to communicate the essence of a business system design. Must effectively take business functions and their related information needs and produce a system architecture and initial process design. This position must also be able to design, in the form of an architecture diagram, a structure that summarizes the structure of a system graphically to act as a framework for subsequent work. Works very closely with executive and senior management in an organization.

MINIMUM EDUCATION: Master's degree or Bachelor's degree in Information Systems, or Computer Science, or Engineering or comparable discipline with 4 years experience. Master's is degree preferred. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: APPLICATION SYSTEMS ANALYST



MINIMUM/GENERAL EXPERIENCE: 4-6 years experience in providing information expertise to large scale computer systems including recommendations for selecting operating systems, telecommunications, hardware, and software. This position requires a practical knowledge of Information systems and skills in verbal and written communications. Under general supervision, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Competent to work on most phases of applications systems analysis activities. It also requires initiative, imagination, analytical ability and the ability to deal tactfully and effectively with customers.

FUNCTIONAL RESPONSIBILITIES: Works on medium intensity application problems involving all phases of systems analysis to provide solutions. Provides technical support for secure software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards. Based on a review of current policy, doctrine and regulations, provide recommendations for consolidating or developing policy and procedures at the mid-management level. Applies knowledge of current policy at the national structure, roles of major organizations how they interrelate and interact, and shortcomings in this structure. Reviews and recommends solutions to customer problems based on an understanding of how products and services interrelate and support the mission and the viewpoints of the consumers of those products and services. Analyzes and recommends resolution of problems based on knowledge of the major products and services, an understanding of their limitations, and a working knowledge of the disciplines.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, or Computer Science, or Engineering or comparable discipline with 2 years experience. Master's is degree preferred. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SENIOR TECHNICAL CONSULTANT

MINIMUM/GENERAL EXPERIENCE: 4-6 years experience with the design, execution, and oversight of large-scale information technology (IT) projects. This includes over one year of direct experience in the design and development of integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: Detailed design of complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; Designing and implementing enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Detailed analysis, installation, and business case development of software packages; Software and system developmental and acceptance testing; Legacy system interface design, development, and implementation.

FUNCTIONAL RESPONSIBILITIES: Leads the design and development of complete enterprise-wide IT solutions which incorporate technical infrastructure, hardware, and software. Identifies necessary interfaces between enterprise wide applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline with 2 years experience. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: TECHNICAL CONSULTANT

MINIMUM/GENERAL EXPERIENCE: 2-4 years experience with the design, execution, and oversight of large scale information technology (IT) projects. This includes experience in the design and development of integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: design of complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; Designing and implementing enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Analysis, package selection, installation, and business case development of software packages; Software and system developmental and acceptance testing; Legacy system interface design, development, and implementation



FUNCTIONAL RESPONSIBILITIES: Leads the design and development of complete enterprise-wide IT solutions which incorporate technical infrastructure, hardware, and software. Identifies necessary interfaces between enterprise solution applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: DATABASE ADMINISTRATOR

MINIMUM/GENERAL EXPERIENCE: 3-5 years experience in database administration on large scale computer systems including implementation of major version change with relational or other databases. Requires good skills in verbal and written communications. Two years experience with trusted databases is desirable. Demonstrated business management and technology experience.

FUNCTIONAL RESPONSIBILITIES: Leads the development and implementation of database projects. Plans and budgets staff and data base resources. Prepares and delivers presentations on Database Management Systems concepts. Provides daily supervision and direction to support staff. Evaluates and designs existing or proposed systems to structure and access data bases. Analyzes data base requirements of the user department, applications programming and operations for all requirements. Submits recommendations for solutions which require definition of the physical structure and functional capabilities of databases and require data security.

MINIMUM EDUCATION: Bachelor's Degree in Computer Science or 5+ years of experience. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SYSTEMS ENGINEER

MINIMUM/GENERAL EXPERIENCE: 2-4 years experience working under general supervision, performs high-level systems analysis, evaluation, design, integration, documentation, and implementation of complex application that require a thorough knowledge of administrative and technical skills. Directs and participates in all phases of system development with emphasis on planning, analysis, evaluation, integration, testing and acceptance phases (IV&V and DT&E). Applies higher-level business or technical principles and methods to very difficult technical problems to arrive at automated engineering solution.

FUNCTIONAL RESPONSIBILITIES: Contribute to the detailed analysis and evaluation of the project meeting its design objectives. Must have an understanding of systems engineering and development, including system requirements analysis. In addition, knowledge of software engineering and development, software testing, software documentation, contracting monitoring, and contract acquisition is desirable

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: APPLICATIONS ENGINEER

MINIMUM/GENERAL EXPERIENCE: 2-4 Year experience, formulates and defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using releases and utilities. Designs, codes, tests, debugs, and documents those programs. Assists all phases of software systems programming applications. Evaluates new and existing software products.

FUNCTIONAL RESPONSIBILITIES: Analyzes functional business applications and designs specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation.



MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: APPLICATIONS DEVELOPER

MINIMUM/GENERAL EXPERIENCE: 2-4 Year experience, modifies and/or develops moderately complex applications programs from detailed specification. Codes, tests, debug, and documents and maintains those programs. Competent to work on most phases of applications programming activities, but requires instruction and guidance in phases. Note: This position does not perform systems analysis functions.

FUNCTIONAL RESPONSIBILITIES: Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's software applications. Familiar with relational database concepts, and client-server concepts. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: JUNIOR PROGRAMMER

MINIMUM/GENERAL EXPERIENCE: Under immediate supervision, modifies applications programs from detailed specifications. Codes, tests, debugs, documents and maintains those programs. This level is staffed by beginners who have had sufficient educational background and/or experience to qualify them to start in applications programming. Note: This position does not perform systems analysis functions.

FUNCTIONAL RESPONSIBILITIES: Participates in the design of software tools and subsystems. Assists others to interpret software requirements and design specifications to code, and integrate and test software components.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SYSTEMS ADMINISTRATOR

MINIMUM/GENERAL EXPERIENCE: 3-5 years of experience working under general supervision, responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements. Performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensures data/media recoverability by implementing a schedule of system backups and database archive operations. Supports media management through internal methods and procedures or through offsite storage and retrieval services. Develops and promotes standard operating procedures. Conducts routine hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines. Develops and maintains a comprehensive operating system hardware and software configuration database/library of all supporting documentation.

FUNCTIONAL RESPONSIBILITIES: Responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: FUNCTIONAL CONSULTANT



MINIMUM/GENERAL EXPERIENCE: 2-3 years' experience with the IT system functional analysis and training of large scale information technology (IT) projects. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction. This includes experience in the developing functional requirements and training for integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: development of functional requirements, training materials for complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; collecting stakeholder requirements for enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Analysis, package selection, and business case development of software packages; Aiding in Software and system developmental and acceptance testing.

FUNCTIONAL RESPONSIBILITIES: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Identifies necessary interface requirements between enterprise solution applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts.

MINIMUM EDUCATION: Bachelor's level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in functional analysis / requirement gathering principles and practices are desirable.

COMMERCIAL JOB TITLE: FUNCTIONAL CONSULTANT LEVEL II

MINIMUM/GENERAL EXPERIENCE: 3-4 years' experience with the IT system functional analysis and training of large scale information technology (IT) projects. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction. This includes experience in the developing functional requirements and training for integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: development of functional requirements, training materials for complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; collecting stakeholder requirements for enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Analysis, package selection, and business case development of software packages; Aiding in Software and system developmental and acceptance testing.

FUNCTIONAL RESPONSIBILITIES: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Identifies necessary interface requirements between enterprise solution applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts. May provide daily supervision and direction to support staff.

MINIMUM EDUCATION: Bachelor's level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in functional analysis / requirement gathering principles and practices are desirable.

COMMERCIAL JOB TITLE: FUNCTIONAL CONSULTANT III

MINIMUM/GENERAL EXPERIENCE: 4-5 years' experience with the IT system functional analysis and training of large scale information technology (IT) projects. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction. This includes experience in the developing functional requirements and training for integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: development of functional requirements, training materials for complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; collecting stakeholder requirements for enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Analysis, package selection, and business case development of software packages; Aiding in Software and system developmental and acceptance testing.

FUNCTIONAL RESPONSIBILITIES: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Identifies necessary interface requirements between enterprise solution applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business



case analysis and identification of alternative solutions and resulting business impacts. Will provide daily supervision and direction to support staff.

MINIMUM EDUCATION: Masters level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in functional analysis / requirement gathering principles and practices are desirable.

COMMERCIAL JOB TITLE: QA ANALYST

MINIMUM/GENERAL EXPERIENCE: 2-4 years' experience with the IT systems quality assurance to include developing documentation, preparing checklists for user acceptance, process asset library (PAL) for large scale information technology (IT) projects. Specialized experience in areas such as: analysis and design of business applications on complex systems, data base management, use of programming languages, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven understanding and application of government documentation standards. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

FUNCTIONAL RESPONSIBILITIES: Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts.

MINIMUM EDUCATION: Bachelor's level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in functional analysis / requirement gathering principles and practices are desirable.

COMMERCIAL JOB TITLE: BUSINESS ANALYST

MINIMUM/GENERAL EXPERIENCE: 2 to 4 years' experience with the IT system functional analysis and training of large scale information technology (IT) projects. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction. This includes experience in the developing functional requirements and training for integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: development of functional requirements, training materials for complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; collecting stakeholder requirements for enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Analysis, package selection, and business case development of software packages; Aiding in Software and system developmental and acceptance testing.

FUNCTIONAL RESPONSIBILITIES: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Identifies necessary interface requirements between enterprise solution applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts.

MINIMUM EDUCATION: Bachelor's level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in functional analysis / requirement gathering principles and practices are desirable.

COMMERCIAL JOB TITLE: SENIOR CONSULTANT

MINIMUM/GENERAL EXPERIENCE: 3-5 years of experience with the IT system functional analysis, requirement gathering using Agile/SCRUM or other SDLC and training of large scale information technology (IT) projects. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work

independently or under only general direction. This includes experience in the developing functional requirements and training for integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: development of functional requirements, training materials for complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; collecting stakeholder requirements for enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Analysis, package selection, and business case development of software packages; Aiding in Software and system developmental and acceptance testing.

FUNCTIONAL RESPONSIBILITIES: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Identifies necessary interface requirements between enterprise solution applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts. May provide daily supervision and direction to support staff.

MINIMUM EDUCATION: Bachelor's level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in functional analysis / requirement gathering principles and practices are desirable.

COMMERCIAL JOB TITLE: DATABASE DEVELOPER

MINIMUM/GENERAL EXPERIENCE: 3-5 years experience in relational database design, development and implementation as well as Database Tuning such as Oracle, MS SQL, MY SQL, SYBASE or similar RDBMS on large scale computer systems including writing Triggers, Stored Procedures, SQL etc. Requires good skills in verbal and written communications. Two years' experience with trusted databases is desirable. Demonstrated business management and technology experience.

FUNCTIONAL RESPONSIBILITIES: Leads the development and implementation of database related programming. Plans and budgets staff and data base resources. Prepares and delivers presentations on Database Management Systems concepts. Provides daily supervision and direction to support staff. Evaluates and designs existing or proposed systems to structure and access data bases. Analyzes data base requirements of the user department, applications programming and operations for all requirements. Submits recommendations for solutions which require definition of the physical structure and functional capabilities of databases and require data security.

MINIMUM EDUCATION: Bachelor's Degree in Computer Science or 5+ years of experience. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: APPLICATIONS ENGINEER II

MINIMUM/GENERAL EXPERIENCE: 4-6 Year experience, formulates and defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using releases and utilities. Designs, codes, tests, debugs, and documents those programs. Assists all phases of software systems programming applications. Evaluates new and existing software products.

FUNCTIONAL RESPONSIBILITIES: Analyzes functional business applications and designs specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SENIOR APPLICATION SYSTEMS ANALYST

MINIMUM/GENERAL EXPERIENCE: 6-8 years experience in providing information expertise to large scale computer systems including recommendations for selecting operating systems, telecommunications, hardware, and software. This position requires a practical knowledge of Information systems and skills in verbal and written communications. Under general supervision, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Competent to work on most phases of applications systems analysis activities. It also requires initiative, imagination, analytical ability and the ability to deal tactfully and effectively with customers.



FUNCTIONAL RESPONSIBILITIES: Works on medium intensity application problems involving all phases of systems analysis to provide solutions. Provides technical support for secure software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards. Based on a review of current policy, doctrine and regulations, provide recommendations for consolidating or developing policy and procedures at the mid-management level. Applies knowledge of current policy at the national structure, roles of major organizations how they interrelate and interact, and shortcomings in this structure. Reviews and recommends solutions to customer problems based on an understanding of how products and services interrelate and support the mission and the viewpoints of the consumers of those products and services. Analyzes and recommends resolution of problems based on knowledge of the major products and services, an understanding of their limitations, and a working knowledge of the disciplines.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, or Computer Science, or Engineering or comparable discipline with 2 years experience. Master's is degree preferred. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SENIOR TECHNICAL CONSULTANT II

MINIMUM/GENERAL EXPERIENCE: 5-7 years experience with the design, execution, and oversight of large-scale information technology (IT) projects. This includes over one year of direct experience in the design and development of integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: Detailed design of complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; Designing and implementing enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Detailed analysis, installation, and business case development of software packages; Software and system developmental and acceptance testing; Legacy system interface design, development, and implementation.

FUNCTIONAL RESPONSIBILITIES: Leads the design and development of complete enterprise-wide IT solutions which incorporate technical infrastructure, hardware, and software. Identifies necessary interfaces between enterprise wide applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline with 2 years experience. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SENIOR TECHNICAL CONSULTANT III

MINIMUM/GENERAL EXPERIENCE: 7-9 years' experience with the design, execution, and oversight of large-scale information technology (IT) projects. This includes over one year of direct experience in the design and development of integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: Detailed design of complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; Designing and implementing enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Detailed analysis, installation, and business case development of software packages; Software and system developmental and acceptance testing; Legacy system interface design, development, and implementation.

FUNCTIONAL RESPONSIBILITIES: Leads the design and development of complete enterprise-wide IT solutions which incorporate technical infrastructure, hardware, and software. Identifies necessary interfaces between enterprise wide applications and legacy IT environment. Supports all program/project planning and milestone development. Supports business case analysis and identification of alternative solutions and resulting business impacts.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline with 2 years experience. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SUBJECT MATTER EXPERT

Minimum/General Experience: This position requires at least one and preferably two years of intensive and progressive experience in the applicable specialty field. Total 5-7 years' experience in large-scale information technology (IT) projects.



FUNCTIONAL RESPONSIBILITIES: Experience in application subject matter knowledge to high level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation. Resolves problems, which require an intimate knowledge of the related technical subject matter. Applies principles and methods of the subject matter to specialized solutions. Includes but not limited to; identity management, medical and legal transcription, scientific encoding, environmental, scientific, maintenance and repair processes, business processes, and logistical support activities.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline with 2 years experience. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SENIOR APPLICATIONS DEVELOPER

MINIMUM/GENERAL EXPERIENCE: 3-5 years experience modifies and/or develops moderately complex applications programs from detailed specification. Codes, tests, debug, and documents and maintains those programs. Competent to work on most phases of applications programming activities. Note: This position does not perform systems analysis functions.

FUNCTIONAL RESPONSIBILITIES: Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's software applications. Familiar with relational database concepts, and client-server concepts. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: SENIOR APPLICATIONS DEVELOPER II

MINIMUM/GENERAL EXPERIENCE: 5-7 years experience modifies and/or develops moderately complex applications programs from detailed specification. Codes, tests, debug, and documents and maintains those programs. Competent to work on most phases of applications programming activities. Note: This position does not perform systems analysis functions.

FUNCTIONAL RESPONSIBILITIES: Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's software applications. Familiar with relational database concepts, and client-server concepts. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others.

MINIMUM EDUCATION: Bachelors level degree in Information Systems, Computer Science, Engineering or comparable discipline. Advanced professional education and training in management principles and practices are desirable.

COMMERCIAL JOB TITLE: BUSINESS ANALYST I

MINIMUM/GENERAL EXPERIENCE: 3 to 5 years' experience with the IT system functional analysis and training of large scale information technology (IT) projects. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction. This includes experience in the developing functional requirements and training for integrated enterprise-wide software and hardware solutions in the private or public sector. Experience includes: development of functional requirements, training materials for complex enterprise IT solutions involving multiple applications, processing platforms, and legacy systems; collecting stakeholder requirements for enterprise IT solutions across a diverse set of processing platforms, operating systems, and network configurations; Analysis, package selection, and business case development of software packages; Aiding in Software and system developmental and acceptance testing.

FUNCTIONAL RESPONSIBILITIES: Works with minimal supervision on medium intensity application problems involving all phases of systems analysis to provide solutions. Provides technical support for secure software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards. Reviews and recommends solutions to customer problems based on an understanding of how products and services interrelate and support the mission and the viewpoints of the consumers of those products and services. Analyzes and recommends resolution of problems based on knowledge of the major products and services, an understanding of their limitations, and a working knowledge of the disciplines.



MINIMUM EDUCATION: Bachelors level degree in Information Systems, or Computer Science, or Engineering or comparable discipline with 3 years experience. Master's is degree preferred. Advanced professional education and training in management principles and practices are desirable.

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

EKUBER VENTURES provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact:

POC: Ajay Srivastava

Phone: 703-624-1473

Email: ajay@ekuber.com

Fax: 815-346-2091.



BPA NUMBER _____

**(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;



(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

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

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

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

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

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

Here is a general outline on how it works:

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