

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

Natoma Technologies, Inc. is a technical consulting firm and systems integrator specializing in custom software development, systems integration, application conversions, robust database systems development, enterprise applications, system maintenance, business process reengineering, and all areas of data management and automation. Our strength is helping clients use information and technologies to improve work processes, reduce costs, and increase levels of service.

Special Item No. 132-51 Information Technology Professional Services

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

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

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 D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

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Contract Number: **GS-35F-140AA**

Period Covered by Contract: **December 26, 2012 through December 25, 2017**

General Services Administration Federal Acquisition Service

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

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**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.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION

Natoma Technologies, Inc.
Attn: GSA IT Services
455 Capitol Mall, Suite 701
Sacramento, California 95814

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:

(916) 383-9005

(916) 383-9006 (fax)

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: 12-909-7635

Block 30: Type of Contractor: B. Other Small Business

Block 31: Woman-Owned Small Business: No

Block 37: Contractor's Taxpayer Identification Number (TIN): 94-3302861

4a. CAGE Code: 3DZW9

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)
<u>132-51</u>	<u>30 days or less</u>

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: 0 % for 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: **Not applicable**
- c. Dollar Volume: **Not applicable**
- d. Other Special Discounts: **Not applicable**

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

This company does not provide any exports or export packing services.

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:

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, AND/OR 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 receive 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 apply.

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.natomatech.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)**

******NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.**

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.

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 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 (March 2009) (Deviation I – February 2007) for Firm-Fixed Price orders and FAR 52.212-4 Contract Terms and Conditions – Commercial Items (March 2009) (Alternate I – October 2008) (Deviation I – February 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 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

16.1 IT Professional Services Descriptions for SIN 132-51

IT Systems Development Services (D302): Full life-cycle design, development, system integration, testing, and deployment, including teams of project managers, analysts, designers, developers, database developers, and QA professionals. Services include planning and design, requirements analysis, concept development, database development,

hardware specifications, system design, development/integration, data conversion, training, and deployment.

IT Systems Analysis Services (D306): Systems analysis and design. Analyze existing systems, processes, databases, information flows, and requirements, including mission critical systems. Analysis includes long-range planning, business process reengineering, strategic planning, requirements modeling, systems design, prototyping, and analytical reports.

Automated Information System Design and Integration Services (D307): Services for integration of hardware and software systems and design of automated information systems. Full range of services including systems requirements, COTS product evaluation and selection, systems design, network and hardware analysis, migration planning, interface definition, site preparation, acquisition support, integration, testing and evaluation, and training.

Programming Services (D308): Full range of programming services including customs software development, application customization, testing, configuration management, report development, and database development. Services include system design and programming for multiple languages, software systems and hardware platforms.

IT Backup and Security Services (D310): Analysis, design, development and implementation of disaster recovery programs and information security policies and procedures. Services include disaster recovery planning, configuration management, security analysis, penetration testing, policy/procedure development, and implementation of recommendations.

IT Data Conversion Services (D311): Analysis, design, programming, execution, and verification of data conversion services. Services include data conversion from legacy/mainframe systems, software development for recurring data conversion, data integration among applications, and data loading/conversion for new systems.

Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services (D313): IT services in support of CAD/CAM operations. Services include software development, system integration, data interfaces, and training focused on integration of other applications with CAD/CAM commercial software, including automated drawing generation, process system interfaces, and data logger/data historian interfaces.

Other Information Technology Services, not elsewhere classified (D399): Services include eCommerce applications, website design and development, Internet portals, data warehouse applications, business intelligence systems, change management, organizational development, performance measurement systems, technical assessments, and application maintenance.

16.2 GSA Prices

The prices shown below are Natoma's GSA prices.

Job Title	Year 1 1/1/13- 12/31/13	Year 2 1/1/14- 12/31/14	Year 3 1/1/15- 12/31/15	Year 4 1/1/16- 12/31/16	Year 5 1/1/17- 12/31/17
Senior Project Manager	\$143.57	\$146.30	\$149.08	\$151.91	\$154.79
Project Manager	\$123.47	\$125.82	\$128.21	\$130.64	\$133.12
Senior Technical Lead	\$148.35	\$151.17	\$154.05	\$156.97	\$159.95
Technical Lead	\$100.50	\$102.41	\$104.35	\$106.34	\$108.36
Senior Systems Analyst	\$130.17	\$132.64	\$135.16	\$137.73	\$140.35
Systems Analyst	\$98.20	\$100.07	\$101.97	\$103.91	\$105.88
Senior Programmer	\$124.43	\$126.79	\$129.20	\$131.65	\$134.16
Staff Programmer	\$95.71	\$97.53	\$99.38	\$101.27	\$103.20
Associate Programmer	\$90.93	\$92.65	\$94.41	\$96.21	\$98.04
Technology Analyst				\$88.06	\$89.73
Senior Technology Analyst				\$115.11	\$117.30
Business Analyst				\$115.82	\$118.02
Senior Business Analyst				\$129.22	\$131.67
Application Developer				\$130.18	\$132.65
Senior Application Developer				\$138.79	\$141.43
Project Director				\$147.87	\$150.68
Senior Project Director				\$225.61	\$229.90
Team Lead				\$138.79	\$141.43
Senior Team Lead				\$207.71	\$211.65

Labor rates include IFF that Natoma will pay to GSA.

17. COMMERCIAL JOB TITLES

JOB TITLE: SENIOR PROJECT MANAGER

Minimum Experience Requirements: A Senior Project Manager must have a minimum of four years of broad and extensive project experience. At least three years of that experience must have been in a lead capacity. This classification requires a minimum of 4,500 hours of project management experience within initiating, planning, executing, controlling, or closing processes within the last six years.

Functional Duties/Responsibilities: A Senior Project Manager is responsible for the most complex projects. This classification manages both internal and external project teams and interacts with department heads, agency secretaries at the ordering agency, state control agencies, and individuals of similar status in the private sector. A Senior Project Manager has full responsible for the projects tasks and deliverables.

Minimum Education: A Project Manager must possess either: a) a current Project Management Professional (PMP) certification; or, b) a Bachelor's or equivalent university degree and a minimum of 6,000 hours of project management experience, including initiating, planning, executing, controlling, or closing processes within the last six years.

JOB TITLE: PROJECT MANAGER

Minimum Experience Requirements: A Project Manager must have a minimum of three years of broad and extensive project experience. At least two years of that experience must have been in a lead capacity.

Functional Duties/Responsibilities: A Project Manager is responsible for the daily management of projects, interacting with mid-level client officials of similar status. A Project Manager works under the general supervision of an executive-level person or a senior project manager. A Project Manager must have the ability to establish and maintain cooperative working relationships; use interdisciplinary teams effectively in the conduct of the project; speak effectively before large groups; and reason logically and creatively. A Project Manager must also be skilled at using a variety of analytical and research techniques to solve complex problems; analyzing situations and proposing effective courses of action; analyzing data; identifying the need for and providing creative thinking related to complex problems; developing and evaluating alternatives; writing thorough, credible, well-documented reports; and working within tight deadlines.

Minimum Education: A Project Manager must possess either: a) a current Project Management Professional (PMP) certification; b) a Bachelor's or equivalent university degree and a minimum of 4,500 hours of project management experience, including initiating, planning, executing, controlling, or closing processes within the last six years; or c) possession of a high school diploma or equivalent secondary school credential and a minimum of 7,500 hours of project management experience, including initiating, planning, executing, controlling, or closing processes.

JOB TITLE: SENIOR TECHNICAL LEAD

Minimum Experience Requirements: A Senior Technical Lead must have a minimum of four years of experience doing work on client projects. At least three years of that experience must have been in a supervisory capacity. A Senior Technical Lead must have experience in a variety of electronic information processing systems, including analysis, design, development, installation, implementation, procurement, or technical support duties in connection with data processing systems, multifunction office automation systems, microcomputer systems, or teleprocessing networks.

Functional Duties/Responsibilities: A Senior Technical Lead acts in a lead capacity on complex projects, interacting with mid-level client officials of similar status. A Senior Technical Lead must be able to supervise technical personnel. In addition, a Senior Technical Lead must be able to analyze data and situations, identify and solve problems, reason logically, and draw valid conclusions; develop effective solutions; apply creative thinking in the design of methods of processing data with electronic computers; monitor and resolve problems with information processing systems hardware, software, and processes;

establish and maintain effective working relationships with others; and communicate effectively verbally and in writing.

Minimum Education: A Bachelor's degree in science, or an equivalent combination of education and practical systems analysis, is required.

JOB TITLE: TECHNICAL LEAD

Minimum Experience Requirements: A Technical Lead must have a minimum of three years of experience in smaller, less complex projects. At least two years of that experience must have been in a supervisory capacity.

Functional Duties/Responsibilities: A Technical Leader performs progressively responsible analytical work in a variety of electronic information systems, including analysis, design, development, installation, implementation, procurement, or technical support duties in connection with data processing systems, multifunction office automation systems, microcomputer systems, or teleprocessing networks. A Technical Lead must be able to analyze data and situations; identify and solve problems; reason logically and draw valid conclusions; develop effective solutions; apply creative thinking in the design of methods of processing data with electronic computers; monitor and resolve problems with information processing systems hardware, software, and processes; establish and maintain effective working relationships with others; and communicate effectively verbally and in writing.

Minimum Education: A Bachelor's degree in science, or an equivalent combination of education and practical systems analysis, is required.

JOB TITLE: SENIOR SYSTEMS ANALYST

Minimum Experience Requirements: A Senior Systems Analyst must have a minimum of four years of experience in working on data processing-related projects. At least two years of that experience must have been in application development or maintenance.

Functional Duties/Responsibilities: A Senior Systems Analyst works under the general supervision of a technical lead or project manager to perform a variety of tasks in connection with the analysis, development, installation, implementation, procurement, or support of electronic information processing systems, multifunction automated office systems, and microcomputer systems. A Senior Systems Analyst performs studies of a complex nature or broad scope on electronic information processing systems. A Senior Systems Analyst must be able to analyze data and situations; identify and solve problems; reason logically and draw valid conclusions; monitor and resolve problems with information processing systems hardware, software, and processes; establish and maintain effective working relationships with others; and communicate effectively verbally and in writing.

Minimum Education: A Bachelor's degree, or equivalent university degree, is required.

JOB TITLE: SYSTEMS ANALYST

Minimum Experience Requirements: A Systems Analyst must have a minimum of two years of experience working on data processing-related projects. At least one year of that experience must have been in systems analysis and design.

Functional Duties/Responsibilities: A Systems Analyst works under the general supervision of a senior systems analyst, technical lead, or project manager. A Systems Analyst performs a variety of tasks in connection with the analysis, development, installation, implementation, procurement, or support of electronic information processing systems, multifunction automated office systems, microcomputer systems, and teleprocessing networks and/or systems. A Systems Analyst participates with other analysts

on electronic information processing systems studies of a complex nature or broad scope. A Systems Analyst must be able to analyze data and situations; identify and solve problems; reason logically and draw valid conclusions; develop effective solutions; apply creative thinking in the design of methods of processing data with electronic computers; monitor and solve problems with information processing systems hardware, software, and processes; establish and maintain effective working relationships with others; and communicate effectively verbally and in writing

Minimum Education: A Bachelor's degree, or equivalent university degree, is required.

JOB TITLE: SENIOR PROGRAMMER

Minimum Experience Requirements: A Senior Programmer must have a minimum of five years of experience in electronic data processing systems study, design, and programming. At least three years of experience must have included project responsibility for analyzing operational methods and developing computer programs to meet desired results.

Functional Duties/Responsibilities: A Senior Programmer acts in a lead capacity on the most complex applications and data processing problems. A Senior Programmer can work independently as a high-level technical specialist. A Senior Programmer must have knowledge of electronic computer programming, data processing equipment and its capabilities, and computer applications. A Senior Programmer must be skilled in the principles of designing methods of processing data with electronic computers; establishing and maintaining cooperative working relationships with those contacted in the course of the work; and speaking and writing effectively; and preparing effective reports.

Minimum Education: A Bachelor's degree, or equivalent university degree, is required.

JOB TITLE: STAFF PROGRAMMER

Minimum Experience Requirements: A Staff Programmer must have a minimum of four years of experience in electronic data processing systems study, design, and programming. At least two years of experience must have included project responsibility for analyzing operational methods and developing computer programs to meet desired results.

Functional Duties/Responsibilities: A Staff Programmer acts under general supervision, can act in a lead capacity on complex applications and data processing problems, and can work independently as a technical specialist. A Staff Programmer must have knowledge of electronic computer programming; electronic data processing equipment and its capabilities; principles and techniques of studying work processes for new or revised electronic computer applications; principles of designing methods of processing data; technical report writing; and statistical methods. A Staff Programmer must have the ability to write complex programs and develop detailed program specifications, analyze data and situations, reason logically and creatively, identify problems, draw valid conclusions, and develop effective solutions. A Staff Programmer must be able to apply creative thinking in the design and development of methods of processing data with electronic computers; establish and maintain cooperative working relationships with those contacted in the course of the work; speak and write effectively; and prepare effective reports.

Minimum Education: A Bachelor's degree, or equivalent university degree, is required.

JOB TITLE: ASSOCIATE PROGRAMMER

Minimum Experience Requirements: An Associate Programmer must have a minimum of one year of experience in electronic data processing systems study, design, and programming. At least one year of experience must have included project responsibility for analyzing operational methods and developing computer programs to meet desired results.

Functional Duties/Responsibilities: An Associate Programmer acts under general supervision. An Associate Programmer can act in a lead capacity on a team of programmers, and/or participates with other programmer analysts on projects of a very complex nature or unusually broad scope. An Associate Programmer must have knowledge of electronic computer programming; electronic data processing equipment and its capabilities; principles and techniques of studying work processes for new or revised electronic computer applications; principles of designing methods of processing data; technical report writing; and statistical methods. An Associate Programmer must analyze and create detailed program specifications, analyze data and situations, reason logically and creatively, identify problems, draw valid conclusions, and develop effective solutions. An Associate Programmer must be able to apply creative thinking in the design and development of methods of processing data with electronic computers, establish and maintain cooperative working relationships with those contacted in the course of the work, speak and write effectively, and prepare effective reports.

Minimum Education: An Associate Programmer must possess either: a) a Bachelor's degree or equivalent university degree; or, b) a high school diploma or equivalent secondary school credential and a minimum of 2,000 hours of experience.

JOB TITLE: TECHNOLOGY ANALYST

Minimum Experience Requirements: A Technology Analyst must have a minimum of one year of experience in a relevant field.

Functional Duties/Responsibilities: A Technology Analyst performs issue analysis/testing for applications, infrastructure, and other technology systems and platforms. Identifies issues, researches solutions, and documents resolutions. Manages throughput of trouble tickets (inbound and outbound). Works with technical teams to identify and document status and resolution of issues in a timely manner. Writes test cases, use cases, requirements specifications, and other associated documentation. Reviews and analyzes relevant security controls, policies, and related requirements as needed. 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. Develops and maintains a comprehensive operating system hardware and software configuration database/library of all supporting documentation. Analyzes and defines security requirement for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and implementation of the computer system security solution. Experience deploying and configuring services using commercial infrastructure as a service providers. Configuring and managing Linux-based servers to serve a dynamic website. Debugging cluster-based computing architectures. Using scripting or basic

programming skills to solve problems. Installation and management of open source monitoring tools. Experience using proprietary and open source configuration management tools.

Minimum Education: A Technology Analyst must possess a Bachelor's degree from accredited university with emphasis on business, management, technology, engineering, or other relevant field.

JOB TITLE: SENIOR TECHNOLOGY ANALYST

Minimum Experience Requirements: A Senior Technology Analyst must have a minimum of five years of experience in a relevant field.

Functional Duties/Responsibilities: A Senior Technology Analyst has experience with software engineering, application development, and systems integration. Develops new or modifies existing procedures to solve highly complex problems considering software application capacity and limitations, operating time, and form of desired results. May serve as a team lead on sprints or other short-term projects. Performs assessments and reviews systems for compliance with security policies and procedures. Capable of providing expert advice as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and implementation phases. Responsible for activities related to system administration. Assigns personnel to various projects, directs their activities, and evaluates their work. Ensures long-term requirements of systems operations and administration are included in the overall information systems planning of the organization. Oversees installation, maintenance, configuration, and integrity of computer systems and operating environments. Implements operating system enhancements that will improve the reliability and performance of the system. Establishes and satisfies complex system-wide information security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Subject matter specialist providing testing know-how in for the support of user requirements of complex to highly complex software/hardware applications. Directs and/or participates in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection. Experience deploying continuous integration and deployment, and continuous monitoring services. Experience with proprietary and open source containerization technologies.

Minimum Education: A Senior Technology Analyst must possess a Bachelor's degree from accredited university with emphasis on computer science, systems engineering, management of information systems (MIS), or other relevant field.

JOB TITLE: BUSINESS ANALYST

Minimum Experience Requirements: A Business Analyst must have a minimum of one year of experience in a relevant field.

Functional Duties/Responsibilities: A Business Analyst performs analysis on a client organization's business functions, workflows, and operations. Examines processes across a specific domain area, to include business, financial, technology, logistics, etc. Evaluates process integration and alignment with the organization's charter and mission. Performs cost benefit analyses and risk assessment. Writes white papers and other content to support strategic decision making. Works with stakeholders, line of business, and end users to define and document and prioritize requirements. Coordinates with technical teams to

ensure business requirements are integrated into technical specifications. Performs "as is" and "to be" studies to evaluate gaps. Develops complex process maps using Microsoft Visio or other industry-standard tools. Performs industry research and data gathering to identify benchmarks, metrics, and key performance indicators to measure system / process performance.

Minimum Education: A Business Analyst must possess a Bachelor's degree from accredited university with emphasis on business, operations, systems engineering, management of information systems (MIS), or other relevant field.

JOB TITLE: SENIOR BUSINESS ANALYST

Minimum Experience Requirements: A Senior Business Analyst must have a minimum of five years of experience in a relevant field.

Functional Duties/Responsibilities: A Senior Business Analyst performs in-depth analysis of complex systems and business processes. Provides leadership or analytical expertise to analysts. Operates with substantial independence and initiative. Undertakes analysis and user consultation tasks at all phases of design and implementation of an application. Works with end users to create user stories for agile development efforts. May lead short-term analysis projects. Experience in analyzing and solving exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Under general supervision, formulates and defines systems scope and objectives through research and fact-finding combined with an understanding of applicable business systems and industry requirements. With this knowledge, develops or modifies moderately complex information systems. Includes analysis of business and user needs, documenting requirements, and revising existing system logic difficulties as necessary. Guides and advises less-experienced Business Systems Analysts. Competent to work in some phases of systems analysis and considers the business implications of the application of technology to the current business environment.

Minimum Education: A Senior Business Analyst must possess a Bachelor's degree from accredited university with emphasis on business, operations, systems engineering, management of information systems (MIS), or other relevant field.

JOB TITLE: APPLICATION DEVELOPER

Minimum Experience Requirements: An Application Developer must have a minimum of three years of experience in a relevant field.

Functional Duties/Responsibilities: An Application Developer contributes to agile development teams and provides highly skilled expertise in designing, developing, coding, testing, and debugging new software or significant enhancements to existing software. Works with technical staff to understand problems with software and develops specifications to resolve them. Resolves customer complaints and responds to suggestions for improvements and enhancements. Participates in the development of software user manuals. Provides subject matter expertise and mentors less experienced software development staff.

Minimum Education: An Application Developer must possess a Bachelor's degree from accredited university with emphasis on computer science, systems engineering, management of information systems (MIS), or other relevant field.

JOB TITLE: SENIOR APPLICATION DEVELOPER

Minimum Experience Requirements: A Senior Application Developer must have a minimum of five years of experience in a relevant field.

Functional Duties/Responsibilities: A Senior Application Developer provides technical direction to personnel performing systems analyses and system development tasks. Coordinates and performs logical and physical systems designs. Reviews and prepares system documents or specifications. Translates business needs into long-term information architecture solutions. Defines, designs, and builds dimensional databases. Responsible for developing data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Evaluates reusability of current data for additional analyses. Conducts data cleaning to rid the system of old, unused, or duplicate data. Reviews object and data models and the metadata repository to structure the data for better management and quicker access.

Minimum Education: A Senior Application Developer must possess a Bachelor's degree from accredited university with emphasis on computer science, systems engineering, management of information systems (MIS), or other relevant field.

JOB TITLE: PROJECT DIRECTOR

Minimum Experience Requirements: A Project Director must have a minimum of five years of experience in a relevant field.

Functional Duties/Responsibilities: A Project Director delivers projects and products using the appropriate agile project management methodology, learning & iterating frequently. Work with the clients to define the roadmap for any given product and translate this into user stories. Lead the collaborative, dynamic planning process -- prioritizing the work that needs to be done against the capacity and capability of the team. Matrix-managing a multi- disciplinary team. Ensure all products are built to an appropriate level of quality for the stage (alpha/beta/production). Actively and openly share knowledge of best practices.

Minimum Education: A Project Director must possess a Bachelor's degree from accredited university with emphasis on business, operations, systems engineering, management of information systems (MIS), or other relevant field.

JOB TITLE: SENIOR PROJECT DIRECTOR

Minimum Experience Requirements: A Senior Project Director must have a minimum of ten years of experience in a relevant field.

Functional Duties/Responsibilities: A Senior Project Director leads one or more multi-disciplinary agile delivery teams to deliver excellent new products and/or iterations to existing products to meet user needs. Gather user requirements based on a communicable understanding of diverse audience groups. Define and get stakeholder buy-in for product definition and delivery approach. Create effective, prioritized product descriptions, and delivery plans to meet user needs in a cost- effective way. Interpret user research in order to make the correct product decisions, noting that users do not always know what they want. Continually keep abreast of changes to user habits, preferences, and behaviors across various digital platforms and their implications for successful delivery of government digital services. Underpin the delivery and iteration of digital services through effective analysis of qualitative and quantitative user data. Communicate credibly with a wide range of digital delivery disciplines and talent.

Minimum Education: A Senior Project Director must possess a Bachelor's degree from accredited university with emphasis on business, operations, systems engineering, management of information systems (MIS), or other relevant field. Professional certifications (CSM, PMI-ACP, etc.) preferred.

JOB TITLE: TEAM LEAD

Minimum Experience Requirements: A Team Lead must have a minimum of five years of experience in a relevant field.

Functional Duties/Responsibilities: A Team Lead provides technical direction to personnel performing systems analyses and system development tasks. Coordinates and performs logical and physical systems designs. Reviews and prepares system documents or specifications. Translates business needs into long-term information architecture solutions. Defines, designs, and builds dimensional databases. Responsible for developing data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Evaluates reusability of current data for additional analyses. Conducts data cleaning to rid the system of old, unused, or duplicate data. Reviews object and data models and the metadata repository to structure the data for better management and quicker access.

Minimum Education: A Team Lead must possess a Bachelor's degree from accredited university with emphasis on computer science, systems engineering, management of information systems (MIS), or other relevant field.

JOB TITLE: SENIOR TEAM LEAD

Minimum Experience Requirements: A Senior Team Lead must have a minimum of ten years of experience in a relevant field.

Functional Duties/Responsibilities: A Senior Team Lead performs overall system architecture functions by using prototyping and proof of concepts, which may include: modern programming languages and web frameworks, modern front-end web programming techniques and frameworks, relational databases, and "NoSQL" databases, automated configuration management, continuous integration/deployment, and continuous monitoring solutions. Use of version control systems, specifically Git and GitHub. Ensuring strategic alignment of technical design and architecture to meet business growth and direction, and stay on top of emerging technologies. Decomposing business and system architecture to support clean-interface multi-team development. Developing product roadmaps, backlogs, and measurable success criteria, and writing user stories.

Minimum Education: A Senior Team Lead must possess a Bachelor's degree from accredited university with emphasis on computer science, systems engineering, management of information systems (MIS), or other relevant field.

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

PREAMBLE

Natoma Technologies, Inc. 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:

Martin R. McGartland
Phone: (916) 383-9005 or (916) 284-9205
E-mail: mmcgartland@natomatech.com
Fax: (916) 383-9006

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

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

_____.

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

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

Signatures

Ordering Activity

Date

Contractor

Date

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 an 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 of the Federal Supply Schedule Contract.

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

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

Here is a general outline on how it works:

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