



**Define Design Deliver**

Information Technologies

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

**J P Systems, Inc.** provides Information Technology services which help clients to define, design and implement their IT systems. Our consulting services include scope analysis, requirements analysis, interoperability planning and analysis, business architecture, data architecture, UML modeling, IT policy, IT strategy, Healthcare IT standards development, medical terminology, software development, and technical documentation. J P Systems specializes in Healthcare Information Technologies. We will work with your technical staff, clinicians, managers, project leaders, terminologists, enterprise stake holders and users to design the future state of your system or improve your existing systems.

**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 D311 IT Data Conversion 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

**SPECIAL ITEM NUMBER 132-99 -NEW INFORMATION TECHNOLOGY (IT) SERVICES AND/OR PRODUCTS**

**This new SIN 132-99 includes the following functional tasks:**

**IT Enterprise Architecture** for the specification of enterprise wide software solutions, how to systematize and standardize future system states including Service Oriented Architecture, service contract definition, governance and other design efforts.

**Metadata Development** including the use of models to represent processes, data structures, entities, roles, acts, participations and other relationships. Metadata can then be used to generate artifacts, (including database structures and software programs), or as a basis for interoperability studies.

**Interoperability Planning & Analysis, Enterprise to-Enterprise Architecture** The planning and analysis of how two distinct agencies can automate the exchange of meaningful electronic data to

become interoperable, (e.g. FEMA communicating with the CDC or state agencies, DoD communicating VHA etc.).

**IT Standards Development including Messaging and Reference Terminologies** (such as SNOMED CT or LOINC), and messaging standards development such as HL7 for Healthcare, which are a basis for interoperability Federally and internationally.

**NEW SERVICE CATEGORIES:**

1. Enterprise Liaison and Standards
2. Enterprise Project Facilitator
3. Enterprise Service Analyst
4. Enterprise Service Architect
5. Enterprise Governance Specialist

**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.

J P Systems, Inc.  
7419 Kincheloe Rd  
Clifton, VA 20124

Contract Number: GS-35F-183AA

Period Covered by Contract: January 25, 2013 - January 24, 2018

General Services Administration  
Federal Supply Service

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov>.

# INFORMATION TECHNOLOGY SCHEDULE 70 PRICE LIST

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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](http://www.gsaadvantage.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page ([www.gsa.gov/fas](http://www.gsa.gov/fas)) contains 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.

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**CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION**

**2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:**

J P Systems, Inc.  
7419 Kincheloe Rd  
Clifton, VA 20124-1831

WWW.JPSYS.COM

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:

**1 703 815-0900 Toll Free US 1 877 644-6644 Cell 1 703 926-5539**

In the event of a telephone outage, please see the **Contact Us** page at [www.jpsys.com](http://www.jpsys.com) or [www.jpsys.mobi](http://www.jpsys.mobi) for alternative contact information.

### **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: **95-7754344**

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

Block 31: Woman-Owned Small Business - **Yes**

Block 37: Contractor's Taxpayer Identification Number (TIN): **54-1887050**

Block 40: Veteran Owned Small Business (VOSB): No

4a. CAGE Code: **3YHH1**

4b. Contractor **has** registered with the Central Contractor Registration Database.

### **5. FOB DESTINATION**

FOB destination available in continental U.S. only.

### **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)

SIN 132-51

As negotiated between the Ordering Agency and J P Systems, Inc.  
Expedited deliveries will be addressed on a case by case basis.

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% 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: None
- c. Dollar Volume: None
- 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:**

**Not Applicable**

**10. Small Requirements:** The minimum dollar of orders to be issued is \$ 400.

**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
  - Special Item Number 132-52 - Electronic Commerce (EC) Services
  - Special Item Number 132-53 – Wireless Services
  - Special Item Number 132-54 – Commercial Satellite Communications (COMSATCOM) Transponded Capacity
  - Special Item Number 132-55 – Commercial Satellite Communications (COMSATCOM) Subscription Services
- b. The Maximum Order for the following Special Item Numbers (SINs) is \$25,000:
  - Special Item Number 132-50 - Training Courses
- c. The Maximum Order for the following Special Item Numbers (SINs) is \$1,000,000:
  - Special Item Number 132-60A-F – Access Certificates for Electronic Services (ACES) Program
  - Special Item Number 132-61 – Public Key Infrastructure (PKI) Shared Service Provider (SSP) Program
  - Special Item Number 132-62 – HSPD-12 Product and Service Components
- d. The Maximum Order for the following Special Item Numbers (SINs) is \$150,000:
  - Special Item Number 132-100 - Ancillary Supplies and/or 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:

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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

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.JPSys.com/VPAT508](http://www.JPSys.com/VPAT508).

The EIT standard can be found at: [www.Section508.gov/](http://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.

**SOFTWARE INTEROPERABILITY**

**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 (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 Professional Services.

## **9. INDEPENDENT CONTRACTOR**

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

## **10. ORGANIZATIONAL CONFLICTS OF INTEREST**

### **a. Definitions.**

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

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

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

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

## **11. INVOICES**

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

## **12. PAYMENTS**

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

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
  - (1) The offeror;
  - (2) Subcontractors; and/or
  - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

## **13. RESUMES**

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

## **14. INCIDENTAL SUPPORT COSTS**

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

## **15. APPROVAL OF SUBCONTRACTS**

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

## **16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING**

- a. The J P Systems IT service offerings are shown below along with their the labor category title, labor category description, educational requirements for those individuals who will perform the service.
- b. Pricing for all IT Professional Services is in accordance with J P Systems, Inc's customary commercial practices; e.g., hourly rates, minimum general experience and minimum education.

## LABOR CATEGORIES AND PRICING FOR SIN 132-51

See Figure 1 below for the labor categories for SIN 132-51.

	Category Name	GSA Hourly Rates without IFF - USD	GSA Hourly Rates including IFF - USD
1	Enterprise IT Architect	<b>137.66</b>	<b>138.70</b>
2	IT Consultant II	<b>163.35</b>	<b>164.58</b>
3	IT Consultant I	<b>128.70</b>	<b>129.67</b>
4	Subject Matter Expert III	<b>247.50</b>	<b>249.37</b>
5	Business IT Requirements Analyst II	<b>105.93</b>	<b>106.73</b>
6	Business IT Requirements Analyst I	<b>97.02</b>	<b>97.75</b>
7	Technical IT Research Analyst	<b>63.70</b>	<b>64.18</b>
8	Design Specialist III	<b>126.82</b>	<b>127.78</b>
9	Design Specialist II	<b>116.21</b>	<b>117.08</b>
10	Design Specialist I	<b>107.91</b>	<b>108.73</b>
11	Systems Engineer III	<b>123.75</b>	<b>124.69</b>
12	Systems Engineer II	<b>112.17</b>	<b>113.01</b>
13	Systems Engineer I	<b>91.58</b>	<b>92.27</b>
14	IT Process Engineer II	<b>116.21</b>	<b>117.08</b>
15	IT Process Engineer I	<b>89.10</b>	<b>89.77</b>

16	Systems Analyst	111.72	112.56
17	Tech. Project Leader	112.17	113.01
18	Graphic Artist III	97.00	97.73
19	Graphic Artist II	72.75	73.30
20	Technical Verification Analyst	52.92	53.32

**Figure 1. Labor categories for SIN 132-51**

See Figure 2 below for a list of the degree and work experience equivalencies.

Degree	Experience Equivalence*	Other Equivalence
Associate's	1 year relevant experience	Vocational or technical training in work-related field
Bachelor's (B.A or B.S.)	Associate's degree plus 2 years relevant experience, or 4 years relevant experience	Professional certification
Master's	Bachelor's plus 2 years relevant experience, or Associate's + 4 years relevant experience	Professional License
Doctorate	Master's plus 2 years relevant experience or Bachelor's plus 4 years relevant experience	
* Successful completion of each year of higher education that has not yet resulted in a degree may be counted 1-for-1 for a year of experience.		
** Two or more years of experience in a functional project area with a non IT degree may be substituted for an IT degree. This may apply to all labor categories.		

Degree/Experience Equivalency
The labor category definitions in our Pricelist describe the functional responsibilities and education and experience requirements for each labor category. These requirements are a guide to the types of experience and educational background of typical personnel in each labor category.
Education and experience may be substituted for each other. Each year of relevant experience may be substituted for 1 year of education, and vice versa. In addition, certifications, professional licenses, and vocational technical training may be substituted for experience or education with the written approval of the ordering activity.
Further, both parties recognize that, on occasion, there may be a need to waive the requirements in order to use the best individual for the task. Therefore, waivers to the education/experience requirements may be granted by either the task order contracting officer or contracting officer technical representative. If such a waiver is included in our proposal, award of said proposal shall be deemed a grant of the waiver.

**Figure 2. Related Work Experience and Educational Equivalents**

**e. LABOR CATEGORY DESCRIPTIONS FOR SIN 132-51**

**LABOR CATEGORY DESCRIPTIONS FOR SIN 132-51**

The labor categories are described below in Figure 3.

<b>No.</b>	<b>GSA Labor Category Name</b>	<b>Functional Job Description</b>	<b>Educational Requirements</b>
1	<b>Enterprise IT Architect</b>	Develops IT enterprise solutions & strategies, meets with high level client staff, navigates project through design issues, analyzes and defines client IT requirements for exchanges between systems and between enterprises.	M.A. degree in IT or related field or equivalent* (See degree clarification matrix below at end of GSA labor categories) with 8 + years total IT experience; 2 years' experience with system's architecture of enterprise wide systems.
2	<b>IT Consultant II</b>	Designs, analyzes, and/or develops comprehensive solutions based on client requirements, budgets and goals. May address enterprise or local levels to improve program or project effectiveness, makes client presentations, or write white papers to clarify issues, define solutions & present research.	M.A. degree in IT or related field or equivalent* plus 8 + years' experience in systems analysis & functional project disciplines (SNOMED, HL7, LOINC). Highly skilled in assessing client's IT requirements.
3	<b>IT Consultant I</b>	Designs, develops, and implements IT solutions based on client requirements analysis. May assist on Enterprise or local levels to improve project effectiveness. Researches best practice issues.	B.A. degree in IT or relevant field ** or equivalent plus 4 - 8 years systems analysis experience and functional project disciplines (e.g. for healthcare IT: SNOMED, HL7, LOINC). Skilled in analyzing IT requirements.
4	<b>Subject Matter Expert III</b>	Using specialized expertise in functional and/or technical areas, does studies, creates plans & defines requirements to achieve user driven goals. Coordinates analysis and development of recommendations for proper implementation of programs. May present seminars at conferences, lead webinars, and publish articles.	M.A. degree in IT or relevant field or equivalent* , 12+ years relevant experience in subject area and/or IT analysis. Highly skilled in dealing with clients, client business areas, functional analysis, and technical requirements analysis.

5	<b>Business IT Requirements Analyst II</b>	Using specialized expertise in functional and/or technical areas, does studies, creates plans & defines requirements to achieve user driven goals. Coordinates analysis and development of recommendations for proper implementation of programs. May present seminars at conferences, lead webinars, and publish articles.	Has B.A. degree in IT or relevant field or equivalent and 4 -8+ years' experience in business requirements gathering and analysis.
6	<b>Business IT Requirements Analyst I</b>	Interviews users, derives business logic, and conducts process modernization analysis. Document subsystem, data, and develops technical requirements from interviews and meetings.	Has B.A. degree in IT or relevant field or equivalent and 1-4 + years' experience in business requirements gathering and analysis.
7	<b>Technical IT Research Analyst</b>	Speaks with clients, interviews management, may perform software usability studies, does web research, proficient in MS Word and MS Excel, and produces reports and presentations. Other duties as assigned.	Has B.A. degree or equivalent with 1 -4 years' experience with software support issues and technical presentations in various forms of media geared to technical level of audience. Proficient in MS Office.
8	<b>Design Specialist III</b>	Interfaces with client stakeholders to develop/implement IT system standards. Distills business logic, prioritize functional requirements, and analyzes work flow diagrams. Creates platform independent designs including information models or process models. Conducts process modernization analysis. Leads other design specialists (data modelers).	Has M.A. degree in IT or relevant field or equivalent and 8+ years' experience interfacing with clients, performing process analysis and business analysis.
9	<b>Design Specialist II</b>	Interfaces with client stakeholders to develop/implement IT system standards and distill business logic. Creates platform independent designs including information or process models. UML data modeling is the most common task for this job.	B.A. degree in IT or relevant field or equivalent with 4 - 8 years' experience in business or process analysis.
10	<b>Design Specialist I</b>	Creates platform independent designs in accordance with standards, including information models or process models. UML data modeling is the most common task for this job. Uses technical software to produce models.	Has B.A. degree in IT or relevant field or equivalent and 1-4 years' experience in business or process analysis, systems analysis, and IT object oriented design.
11	<b>Systems Engineer III</b>	Designs, analyzes and implements software systems for specific platforms. Uses relevant reference vocabulary and terminology tables to validate data and allow for data exchange and semantic interoperability. Uses implementable artifacts from the information models. Implements functional process flows as	M.A. degree in IT or related field or equivalent with 8+ years of IT system analysis experience. Skilled in dealing with clients and in technical analysis and design.

		prescribed.	
12	<b>Systems Engineer II</b>	Designs, analyzes and implements software systems for specific platforms. Uses relevant reference vocabulary and terminology tables to validate data and allow for data exchange and semantic interoperability. Uses implementable artifacts from the information models. Implements functional process flows as prescribed.	B.A. degree in IT or relevant field or equivalent with 4 - 8 years of systems analysis experience. Skilled in desired technical environment.
13	<b>Systems Engineer I</b>	Implements software systems for specific platforms. Incorporates prescribed data standards and implements functional process flows as prescribed. May run system performance evaluations.	B.A. degree in IT or relevant field or equivalent with 1 to 4 years' experience. Skilled in desired technical environment.
14	<b>IT Process Engineer II</b>	Uses clients' process requirements and business logic requirements to plan how to achieve Enterprise to Enterprise level IT operational goals. Incorporates relevant data standards, vocabulary or terminology requirements.	B.A. in IT or related client business area or equivalent with 8 + years' experience in analysis and client business areas.
15	<b>IT Process Engineer I</b>	Uses process flow requirements and business logic requirements to plan how to achieve system's functional and operational goals.	B.A. in IT or related client business area or equivalent with 4-8 years' experience in analysis and client business areas.
16	<b>Systems Analyst</b>	Develops technical specifications to achieve functional goals. Develops functional requirements from various sources including user requests or Business Analysts. Receives process flow from IT process engineers or users. Analyzes impact of changes to an existing software system and then prescribes how to implement changes.	B.A. degree in IT field or equivalent and 8+ years total IT experience, 3 years of software development experience.
17	<b>Tech. Project Leader</b>	Leads technical staff in software design for a particular project. Sets technical priorities jointly with client. May work with Facilitator and programmers to set goals for achievements. Coordinates efforts with IT architects and analysts.	B.A. degree in technical or managerial field or equivalent with 1 - 4 years' experience in software development and leading an IT Team.
18	<b>Graphic Artist III</b>	Performs Graphic Artist II duties plus interfaces with requestors to develop designs and branding. Sets standards for graphic files for quality and maintainability purposes.	B.A. degree with 4 - 8+ years' experience creating digital designs for web or print work graphics. Has formal classroom training in software tools needed for project e.g. Photoshop CS.

19	<b>Graphic Artist II</b>	Designs visual images, print and web page layouts, logos, collages, brochures, flyers, technical process illustrations for manuals, web graphics.	Associates degree or equivalent in related field with 1 to 4 years professional experience designing and creating digital graphics. Has formal training in software tools needed for project, e.g. Photoshop CS.
20	<b>Technical Verification Analyst</b>	Researches use case requirements, tests software, and writes technical documentation and presentation software in support of IT projects. Works directly with software Beta versions to test, distill and verify use case implementation.	Associates degree or equivalent in related field, 1 to 4 years of experience in testing software, editing and writing technical descriptions. [This labor category combines testing and documentation efforts to save money and reduce documentation errors for clients.]

**Figure 3. Labor Category Descriptions for SIN 132-51**

**TERMS AND CONDITIONS APPLICABLE TO NEW INFORMATION TECHNOLOGY SERVICES AND/OR PRODUCTS (SPECIAL ITEM NUMBER 132-99)**

**SIN 132-99 Introduction of New Information Technology Services and/or Products – SUBJECT TO COOPERATIVE PURCHASING**

Requirements for enterprise to enterprise interoperability have created a need for new labor categories especially in Healthcare IT. Functionally these tasks include:

**IT Enterprise Architecture** for the specification of enterprise wide software solutions, how to systematize and standardize future system states including SOA service contract definition, SOA governance and other design efforts.

**Metadata Development** including the use of models to represent processes, data structures, entities, roles, acts, participations and other relationships. Metadata can then be used to generate artifacts, (including database structures and software programs), or as a basis for interoperability studies.

**Interoperability Planning & Analysis, Enterprise to-Enterprise Architecture** The planning and analysis of how two distinct agencies can automate the exchange of meaningful electronic data to become interoperable, (e.g. FEMA communicating with the CDC or state and local agencies, DoD communicating with VHA).

**IT Standards Development including Reference Terminologies** (such as SNOMED CT or LOINC), and messaging standards development such as HL7 for Healthcare, which are a basis for interoperability Federally and internationally.

**NEW SERVICE CATEGORIES:**

- 1. Enterprise Liaison and Standards Specialist**
- 2. Enterprise Project Facilitator**
- 3. Enterprise Service Analyst**
- 4. Enterprise Service Architect**
- 5. Enterprise Governance Specialist**

The above categories are IT services for the new SIN 132-99, entirely within the scope of the IT Schedule 70, consisting of new functions, tasks or attributes that will provide a more efficient means for Federal agencies to accomplish their enterprise missions. These new SIN service categories largely focus on the goals and concepts of enterprise architecture, SOA services and interoperability. **Interoperability** is the ability of two distinct systems to exchange data in a way that is meaningful to both of them without any loss of required precision or other attributes. These categories reflect approaches to software architecture in large enterprise wide systems, especially where Federal agencies must exchange data with other external Federal agencies (e.g. VA and DoD) or with commercial organizations. The sharing of complex meaningful electronic healthcare data has necessitated new standards and methodologies which weren't needed before.

The work performed under this SIN shall not be associated with existing SIN(s) that are part of this schedule. Offerors will be required to provide additional information to support a determination that their proposed new supplies and/or services is commercially offered.

**There will be no special clauses/provisions for this SIN. However, customer agencies may create special terms and conditions at task order level, as long as the standard MAS terms and conditions are not superseded. This standing solicitation will be formatted in accordance with FAR 12.303 and FC 98-4.**

#### **Ordering Procedures That Will be Used:**

Ordering activities shall place orders placed against GSA Multiple Award Schedule (MAS) contracts, using the procedures in Federal Acquisition Regulation (FAR) 8.4

#### **TERMS AND CONDITIONS:**

When pricing for services outlined, offerors or contractors may use either a Commercial Catalog Pricing or a Market-Based Pricing (if no established commercial catalog) strategy. For each pricing methodology, the offeror or contractor shall provide other than cost or pricing data (e.g., agreements with corporate customers, internal policies, market prices, quote sheets, pricing agreements, invoices, etc.) to demonstrate the commercial and proposed Schedule pricing. This supporting documentation will be used to analyze the proposed pricing and establish basis of award.

All proposed hourly, unit, or solution pricing shall be inclusive of the Industrial Funding Fee (IFF). With the exception of travel costs, which are handled in accordance of clause C-FSS-370 CONTRACTOR TASKS / SPECIAL REQUIREMENTS, the prices offered shall also include all aspects of the commercially established deliverable (including shipping, warranty, delivery costs, etc.). The awarded pricing may be subject to clauses 552.216-70 Economic Price Adjustment— FSS Multiple Award Schedule Contracts, I-FSS-969 Economic Price Adjustment-- Multiple Award Schedule Contracts and 552.238-75 Price Reductions.

If the proposed INSP/SIN offering requires warranties, software licenses, or user agreements, please submit when the offering is proposed. To expedite the Government's review of the accompanying requires warranties, software licenses, or user agreements, please submit these items in a "Word" document or similar electronic format.

**LABOR CATEGORIES AND PRICING FOR SIN 132-99 NEW INFORMATION TECHNOLOGY SERVICES AND/OR PRODUCTS.**

See Figure 1 below for the labor categories titles and rates for SIN 132-99, New Information Technology Services and/or Products. These new labor categories are intended to support interoperability efforts.

<b>No.</b>	<b>GSA Labor Category Name</b>	<b>GSA Hourly Rates without IFF - USD</b>	<b>GSA Hourly Rates including IFF - USD</b>
1	Enterprise Liaison and Standards Specialist	<b>133.65</b>	<b>134.66</b>
2	Enterprise Project Facilitator	<b>108.90</b>	<b>109.72</b>
3	Enterprise Service Analyst	<b>123.75</b>	<b>124.69</b>
4	Enterprise Service Architect	<b>127.40</b>	<b>128.36</b>
5	Enterprise Governance Specialist	<b>127.96</b>	<b>128.92</b>

Figure 1. Labor Categories for SIN 132-99 New Information Technology Services and/or Products

See Figure 2 below for related experience and educational equivalents for labor categories for SIN 132-99 New Information Technology Services and/or Products.

<b>Degree</b>	<b>Experience Equivalence*</b>	<b>Other Equivalence</b>
<b>Associate's</b>	1 year relevant experience	Vocational or technical training in work-related field
<b>Bachelor's (B.A or B.S.)</b>	Associate's degree plus 2 years relevant experience, or 4 years relevant experience	Professional certification
<b>Master's</b>	Bachelor's plus 2 years relevant experience, or Associate's + 4 years relevant experience	Professional License
<b>Doctorate</b>	Master's plus 2 years relevant experience or Bachelor's plus 4 years relevant experience	

\* Successful completion of each year of higher education that has not yet resulted in a degree may be counted 1-for-1 for a year of experience.

\*\* Two or more years of experience in a functional project area with a non IT degree may be substituted for an IT degree. This may apply to all labor categories.

<b>Degree/Experience Equivalency</b>
The labor category definitions in our Pricelist describe the functional responsibilities and education and experience requirements for each labor category. These requirements are a guide to the types of experience and educational background of typical personnel in each labor category.
Education and experience may be substituted for each other. Each year of relevant experience may be substituted for 1 year of education, and vice versa. In addition, certifications, professional licenses, and vocational technical training may be substituted for experience or education with the written approval of the ordering activity.
Further, both parties recognize that, on occasion, there may be a need to waive the requirements in order to use the best individual for the task. Therefore, waivers to the education/experience requirements may be granted by either the task order contracting officer or contracting officer technical representative. If such a waiver is included in our proposal, award of said proposal shall be deemed a grant of the waiver.

Figure 2. Related Experience and Educational Equivalents for SIN 132-99 New Information Technology Services and/or Products

**LABOR CATEGORY DESCRIPTIONS FOR SIN 132-99 New Information Technology Services and/or Products.**

The labor categories are described below in Figure 3 for SIN 132-99 New Information Technology Services and/or Products.

No.	GSA Labor Category Name	Functional Job Description	Educational Requirements
1.	Enterprise Liaison and Standards Specialist	Liaises with multiple stakeholders in and outside an enterprise to gather requirements for interoperability and other common service functions. Develops IT interoperability and other solutions for interactions between offices or external partners including models. Performs research, interviews, attends stakeholder meetings, recommends relevant standards, policy and strategy, and reports on all findings. Assesses organizational maturity. Works with architects to identify and implement appropriate standards (e.g. FEA, HL7, LOINC, OMG,SNOMED, IHTSDO, X12 etc.).	Has B.A. degree in IT, business or relevant field or equivalent and 10+ years IT experience. Adept at requirements gathering and interfacing with clients, stakeholders, and external partners. Firm understanding of EA and BPA.
2.	Enterprise Project Facilitator	Interfaces with IT management for development team to identify work delay causes and works to provide all needed resources for project completion. Prioritizes technical sprint goals. Works with service architects and service analysts to align IT efforts and IT products with business requirements and organizational mission. Technical lead for Agile development meetings.	Has B.A. degree in IT, business or relevant field or equivalent and 8+ years IT experience. Adept at interfacing with both IT management and technical development teams.
3.	Enterprise Service Analyst	Leads service inventory analysis. Designs identified service candidates by defining the common service contract, service access definitions, schema definitions, etc. Works with Architectural Service Analyst to design services, comply with standards, reference, or terminology requirements. Uses model artifacts and other specifications for schemas. Uses best practice for advanced software modeling and tooling. May model processes and data. Turns work products over to engineers for implementation.	B.A. in IT or related client area or equivalent with 8 + years' experience in analysis and IT development. Familiarity with EA architecture, frameworks, and common services in large scale enterprise environments. Ability to design IT products to conform to required standards.

4.	Enterprise Service Architect	<p>Interfaces with all enterprise staff to determine impact of new common service candidates and to ensure common services compliance with all relevant standards. Normalizes common service definitions. Develops models, service contract design standards, performs service logic design reviews, determines schema design standards, and service access control. May liaise with architectural governance board. Performs run time monitoring of service usage for vitality reviews.</p>	<p>B.A. degree in relevant field or equivalent with 8+ years' experience, with 2 plus years of EA experience and process analysis. Knowledge of Federal Enterprise Architecture (FEA) and relevant frameworks.</p>
5.	Enterprise Governance Specialist	<p>Analyses organizational maturity of the common IT services of an enterprise. Reviews all business processes for common services including contract design, IT service policies, service versioning, service registries, and service logic. Interfaces with Enterprise Service Architect and IT managers and development staff to perform adoption impact analysis. Assesses risks for common service pre-deployment, and ongoing post deployment governance requirements. Engages developer community to increase discoverability of services.</p>	<p>B.A. degree in IT, business or other relevant field or equivalent with 8+ years' experience in IT or process analysis. Highly organized with ability to reach out to community.</p>

Figure 3. Labor Category Descriptions for SIN 321-99 New Information Technology Services and/or Products

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

J P Systems, 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 demonstrates our support for awarding contracts and subcontracts to small business concerns.

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

To 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:

**Jacqueline Mulrooney 703 815-0900 C. 703 926-5539**

**INFO@JPSYS.COM FAX 703 815-8090**



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.

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## **CONTRACTOR TEAM ARRANGEMENTS**

### **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.