GENERAL SERVICES ADMINISTRATION
Multiple Award Schedule (MAS)

Federal Supply Service

Authorized Federal Supply Schedule Price List for the General Purpose Commercial Information Technology Equipment, Software, and Services Schedule

**Contract Number:** GS-35F-287CA

**Contract Period:** 14 April 2020 - 13 Apr 2025

For more information on ordering from Federal Supply Schedules please refer to the GSA E-Library Website at http://www.gsaelibrary.gsa.gov/

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

**Tkacz Engineering, LLC**
509 9th Avenue North, Suite 150
Myrtle Beach, SC 29577
Telephone: 843-424-8000
Email: edward.tkacz@tkaczengineering.com
Web Address: http://www.tkacz.io

**Contract Administrator:** Mr. Edward Tkacz

**Business Size:** Small Business, SBA Certified HUBZone

**Last Updated:** 29 January 2022
CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s):

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. For more information refer to: Appendix A.

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item. For more information refer to: Appendix B.

2. Maximum order: $500,000

3. Minimum order: $100

4. Geographic coverage (delivery area): Worldwide

5. Point(s) of production (city, county, and State or foreign country): Not Applicable

6. Discount from list, prices or statement of net price: All prices are net.

7. Quantity discounts: Additional 2% discount for single task orders at or exceeding $200,000

8. Prompt payment terms: 1% 15 NET 30

9a. Government purchase cards are accepted at or below the micro-purchase threshold.

9b. Government purchase cards are accepted above the micro-purchase threshold.

10. Foreign items (list items by country of origin): None

11a. Time of delivery: Determined at task level

11b. Expedited Delivery: Determined at task level.

11c. Overnight and 2-day delivery: Determined at task level.

11d. Urgent Requirements: Determined at task level
12. F.O.B. point(s): **Destination.**

13a. Ordering address(es): *Tkacz Engineering, LLC*
*601 21st Avenue North, Suite 10010*
*Myrtle Beach, SC 29577*

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample EPA can be found at the GSA/FSS Schedule homepage ([www.fss.gsa.gov/schedules](http://www.fss.gsa.gov/schedules)).

14. Payment address(es): *Tkacz Engineering, LLC*
*601 21st Avenue North, Suite 10010*
*Myrtle Beach, SC 29577*

15. Warranty provision: **Standard Commercial**

16. Export packing charges, if applicable: **Not Applicable**

17. Terms and conditions of Government purchase card acceptance *(any thresholds above the micro-purchase level)*: **None**

18. Terms and conditions of rental, maintenance, and repair *(if applicable)*: **Not Applicable**

19. Terms and conditions of installation *(if applicable)*: **Not Applicable**

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices *(if applicable)*: **Not Applicable**

20a. Terms and conditions for any other services *(if applicable)*: **See Appendix C**

21. List of service and distribution points *(if applicable)*: **Not Applicable**

22. List of participating dealers *(if applicable)*: **None**

23. Preventive maintenance *(if applicable)*: **Not Applicable**

24a. Special attributes such as environmental attributes *(e.g., recycled content, energy efficiency, and/or reduced pollutants)*: **Not Applicable**

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found *(e.g. contractor’s website or other location)* The EIT standards can be found at [www.Section508.gov/](http://www.Section508.gov/): **Not Applicable**

25. Data Universal Number System (DUNS) number: **831221069**

26. Notification regarding registration in System for Awards Management (SAM) database: **Registration is current.**
### APPENDIX A: LABOR CATEGORY RATES

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Offered Rate with IFF through 4/13/2021</th>
<th>GSA Offered Rate with IFF through 4/13/2022</th>
<th>GSA Offered Rate with IFF through 4/13/2023</th>
<th>GSA Offered Rate with IFF through 4/13/2024</th>
<th>GSA Offered Rate with IFF through 4/13/2025</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal IT Consultant</td>
<td>$186.03</td>
<td>$189.47</td>
<td>$192.98</td>
<td>$196.55</td>
<td>$200.19</td>
</tr>
<tr>
<td>Software / System Architect</td>
<td>$153.38</td>
<td>$156.22</td>
<td>$159.11</td>
<td>$162.05</td>
<td>$165.05</td>
</tr>
<tr>
<td>Database System Architect</td>
<td>$149.98</td>
<td>$152.75</td>
<td>$155.58</td>
<td>$158.46</td>
<td>$161.39</td>
</tr>
<tr>
<td>Enterprise Web Application Engineer</td>
<td>$147.04</td>
<td>$149.76</td>
<td>$152.53</td>
<td>$155.35</td>
<td>$158.22</td>
</tr>
<tr>
<td>System Security Specialist / IA Engineer</td>
<td>$142.17</td>
<td>$144.80</td>
<td>$147.48</td>
<td>$150.21</td>
<td>$152.99</td>
</tr>
<tr>
<td>IT Project Manager</td>
<td>$136.99</td>
<td>$139.52</td>
<td>$142.10</td>
<td>$144.73</td>
<td>$147.41</td>
</tr>
<tr>
<td>Network Architecture Consultant</td>
<td>$115.10</td>
<td>$117.23</td>
<td>$119.40</td>
<td>$121.61</td>
<td>$123.86</td>
</tr>
<tr>
<td>User Interface Developer</td>
<td>$113.42</td>
<td>$115.52</td>
<td>$117.66</td>
<td>$119.84</td>
<td>$122.06</td>
</tr>
<tr>
<td>System Administrator</td>
<td>$103.61</td>
<td>$105.53</td>
<td>$107.48</td>
<td>$109.47</td>
<td>$111.50</td>
</tr>
<tr>
<td>Database Administrator</td>
<td>$96.61</td>
<td>$98.40</td>
<td>$100.22</td>
<td>$102.07</td>
<td>$103.96</td>
</tr>
<tr>
<td>Software Trainer</td>
<td>$84.44</td>
<td>$86.00</td>
<td>$87.59</td>
<td>$89.21</td>
<td>$90.86</td>
</tr>
<tr>
<td>Technical Writer</td>
<td>$81.99</td>
<td>$83.51</td>
<td>$85.05</td>
<td>$86.62</td>
<td>$88.22</td>
</tr>
<tr>
<td>Webmaster</td>
<td>$72.90</td>
<td>$74.25</td>
<td>$75.62</td>
<td>$77.02</td>
<td>$78.44</td>
</tr>
<tr>
<td>IT Technical Support Specialist / Help Desk</td>
<td>$63.46</td>
<td>$64.63</td>
<td>$65.83</td>
<td>$67.05</td>
<td>$68.29</td>
</tr>
</tbody>
</table>

**Notes:**

1. A Danger Pay (and/or Hardship Post) differential of up to 35% is authorized on this contract. The differential is directly tied to the differential listed in the DSSR table on the date that a specific order is written. Usage of the rate is limited to U.S. based contract employees performing work in the designated locale. The order agency has the sole authority to authorize or not authorize the Danger Pay and/or the Hardship Post on an order by order basis.

2. Standard rates include a 1.85% Economic Price Adjustment on out years.

3. Under this schedule, GSA will receive a prompt payment discount of 1% 15 NET 30.

4. Volume discounts on standard rates are offered as follows: 2% on orders > $200,000 / yr.

5. Standard rates include a 7% discount on Tkacz Engineering market prices.
## APPENDIX B: LABOR CATEGORY DESCRIPTIONS

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Description</th>
</tr>
</thead>
</table>
| **Principal IT Consultant**           | **Experience Level:** Ten years of directly related experience.  
**Functional Responsibility:** Provides expertise in IT-specified technology disciplines. Acts as impartial consultant to customer organizations and senior level management and technical personnel. Converges vision, strategy, goals, and objectives into policies and plans.  
**Minimum Education:** Bachelor of Science in computer science or a related engineering discipline. An advanced degree in Information Systems may substitute for 4 years of directly related experience. |
| **IT Project Manager**                | **Experience Level:** Seven years of directly related experience.  
**Functional Responsibility:** Accountable for all aspects of project or task order performance. Provides overall direction to all project level activity and personnel. Interfaces with client personnel. Ensures schedules are met. Monitors performance indicators such as cost and deliverable schedules. Keeps management informed of project status and deviations. Demonstrates strong oral and written communication skills. Drive successful completion of project or corporate program with complete decision-making authority.  
**Minimum Education:** Bachelor Degree in a relevant discipline. An advanced degree in Information Systems may substitute for 4 years of directly related experience. |
| **Software / System Architect**       | **Experience Level:** Five years of directly related experience.  
**Functional Responsibility:** Support the development of cross functional or large-scale automated information systems. Designs system architectures to include the software, hardware, and communications to support the total requirements and provides for present and future cross functional requirements and interfaces. Provides comprehensive definition of all aspects of system development from analysis of mission needs to verification of system performance. Performs evaluation of system alternatives and assessment of risks and costs.  
**Minimum Education:** Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for related experience. |
**Database System Architect**

**Experience Level:** Seven years of directly related experience.

**Functional Responsibility:** Provides technical expertise in the design and use of database management systems (DBMS) on an enterprise-wide basis. Evaluates and recommends available DBMS products to support validated user requirements for software systems. Defines file organization, indexing methods, stored procedures and security procedures for various custom software applications. Design large DBMS systems for enterprise wide solutions and supervise others in the development of large database applications.

**Minimum Education:** Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for related experience.

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**Enterprise Web Application Engineer**

**Experience Level:** Five years of directly related experience.

**Functional Responsibility:** Acts as a lead in defining and executing web-based systems engineering activities within a project. Performs complex web engineering and/or analytical tasks and activities in technical areas such as, but not limited to, systems design, system implementation, web application development and/or operations/user support.

**Minimum Education:** Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for related experience.

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**Database Administrator**

**Experience Level:** Three years of directly related experience.

**Functional Responsibility:** Provide operational checks on fielded databases. Performs all database administrator functions including system checks, backup, recovery, and load analysis. Build or rebuild replication scheme. Troubleshoots systems with other operations functions and application developers when required. Database administrators shall have all applicable database systems certifications required for the server and storage hardware that is part of the current operational baseline.

**Minimum Education:** Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for 4 years of directly related experience.

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**System Security Specialist / IA Engineer**

**Experience Level:** Three years of directly related experience.

**Functional Responsibility:** Ensures that the architecture and design of DoD information systems (IS) are functional and secure. As necessary, designs and develops IA or IA enabled products, interface specifications, and approaches to secure
the environment. Assesses threats to the environment and provides input on the adequacy of security designs and architectures. Participates in risk assessment during the Certification and Accreditation process.

**Minimum Education:** Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for 4 years of directly related experience.

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**Network Architecture Consultant**

**Experience Level:** Three years of directly related experience.

**Functional Responsibility:** Provides consulting to clients, managers, supervisors, and the workforce on network initiatives. Perform architecture duties for networking hardware including routers, switches, hubs, gateways, access points, network interface cards, networking cables, network bridges, modems, ISDN adapters, firewalls and other related network hardware. Support the development of cross functional or large-scale automated information systems. Designs network architectures to support the total requirements and provides for present and future cross functional requirements and interfaces. Performs evaluation of network alternatives and assessment of risks and costs

**Minimum Education:** Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for 4 years of directly related experience.

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**System Administrator**

**Experience Level:** Two years of directly related experience.

**Functional Responsibility:** Perform systems administration of desktop and server systems connected to local and wide area networks. Provide desktop system management including account monitoring, security, Operating System (OS) installation, and other local area system administration related functions. Systems Administrators shall have applicable operating systems certifications required for the server and storage hardware that is part of the current operational baseline.

**Minimum Education:** Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for 4 years of directly related experience.

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**User Interface Developer**

**Experience Level:** Three years of directly related experience.

**Functional Responsibility:** Create browser-based user
<table>
<thead>
<tr>
<th>Role</th>
<th>Experience Level</th>
<th>Functional Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Webmaster</td>
<td>Two years of directly related experience</td>
<td>Manage, maintain and improve the performance and security of websites. Work with designers, writers, and graphics to develop content for websites and provide the technical expertise to ensure content meets accessibility requirements and complies with standards. Familiar with website management tools. Monitor site traffic levels and analyze the pattern of visits to different pages to identify site usage.</td>
</tr>
<tr>
<td>Technical Writer</td>
<td>Two years of directly related experience</td>
<td>Develops, writes, and supports technical staff in the preparation of a wide variety of technical documentation, from requirements analysis, design, manuals, fielding documents, and network security documents. Assists in the preparation of documents and supports the development of contract deliverables and reports. Capable of managing several different tasks from several different requestors at one time.</td>
</tr>
<tr>
<td>Software Trainer</td>
<td>Two years of directly related experience</td>
<td>Material developer for training courses and materials. Experience in conducting Software training courses. Have a professional understanding of the principals of learning and teaching methods, and able to demonstrate ability to apply principals and methods.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Minimum Education:</th>
<th>Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for 4 years of directly related experience.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Education:</td>
<td>Associates Degree. Advanced Degree in CS, MIS or related Information Systems may substitute for 4 years of directly related experience.</td>
</tr>
</tbody>
</table>

Minimum Education: Bachelor of Science. Advanced Degree in CS, MIS or related Information Systems may substitute for 4 years of directly related experience.
Knowledgeable of and experienced in the formulation and execution of organizational software training programs. Experienced to assess training requirements, identify and evaluate training alternatives, develop training materials to include a variety of training approaches: traditional classroom, programmed learning, hands-on, simulation, video, audio, and computer aided training.

**Minimum Education:** Associates Degree and a minimum of two years’ experience in training methodologies.

<table>
<thead>
<tr>
<th>IT Technical Support Specialist / Help Desk</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Experience Level:</strong> Two years of directly related experience.</td>
</tr>
<tr>
<td><strong>Functional Responsibility:</strong> Provide Tier I and basic Tier II IT and logistical support to customers with hardware and software problems. Responsible for documenting incident status in incident database tools. Working knowledge of computers, printers, laptops and common windows applications. Work through all types of Tier II issues with telephone assist. Familiar with cryptographic keys and perform basic troubleshooting on many types of hardware. Attempts to resolve as many incidents during the first call, or at Tier I. Provides polite and friendly customer service.</td>
</tr>
<tr>
<td><strong>Minimum Education:</strong> Associates Degree and a minimum of two years’ experience in windows environment and/or call center or service desk experience.</td>
</tr>
</tbody>
</table>
APPENDIX C: TERMS AND CONDITIONS

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**

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) (DEVIAION 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) (DEVIAITION I – FEB 2007) applies to labor hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e) (3), insert the following provision:

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

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

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

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

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

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

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

b. Pricing for all IT Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.
The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: System Engineer

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

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

Minimum Education: Bachelor's Degree in Computer Science