

**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

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

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

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

FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS

- Other Information Technology Services, Not Elsewhere Classified

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

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

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

CONTRACT NUMBER: GS-35F-375CA

CONTRACT PERIOD: June 26, 2015 through June 25, 2020

PRICELIST CURRENT THROUGH:

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

CONTRACTOR: Columbia Lighthouse for the Blind, Inc.
1825 K Street NW, Suite 1103
Washington DC 20006-1261
202-454-6400 (phone)
202-955-6401 (facsimile)
www.clb.org

CONTRACTOR'S POINT OF CONTACT FOR CONTRACT ADMINISTRATION:

Ronald Lenard
Director – Government Services
Columbia Lighthouse for the Blind, Inc.
1825 K Street NW, Suite 1103
Washington DC 20006-1261
240-737-5133 (phone)
202-955-6401 (facsimile)
rlenard@clb.org

BUSINESS SIZE: Other than Small

CONTRACTOR INFORMATION

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

SIN 132-51 Information Technology Professional Services

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN: Not Applicable

1c. HOURLY RATES: See Section 28, below.

2. MAXIMUM ORDER:

SIN 132-51 \$500,000

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

3. MINIMUM ORDER: \$100

4. GEOGRAPHIC COVERAGE: Domestic

5. POINT(S) OF PRODUCTION: Washington, DC, USA

6. DISCOUNT FROM INTERNAL RATE:

The GSA Net Prices published on the GSA Advantage website reflect the fully burdened price. The negotiated discount has been applied and the Industrial Funding Fee has been added.

7. QUANTITY DISCOUNT: None

8. PROMPT PAYMENT TERMS: Net 30 Days

Information for Ordering Offices: Prompt Payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. GOVERNMENT PURCHASE CARD:

Accepted for sales at or below the micro-purchase threshold.

Acceptance for purchases above the micro-purchase threshold will be determined on a procurement-by-procurement basis.

10. FOREIGN ITEMS: None

11a. TIME OF DELIVERY:

SIN 132-51 Negotiated with the Ordering Activity at the Task Order level

11b. EXPEDITED DELIVERY: Please contact the Contractor for availability and rates.

11c. OVERNIGHT AND 2-DAY DELIVERY: Please contact the Contractor for availability and rates.

11d. URGENT REQUIREMENTS:

Agencies can contact the Contractor's representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. FOB POINT: Destination

13a. ORDERING ADDRESS:

Ronald Lenard
Director – Government Services
Columbia Lighthouse for the Blind, Inc.
1825 K Street NW
Suite 1103
Washington DC 20006-1261
240-737-5133 (phone)
202-955-6401 (facsimile)
rlenard@clb.org

13b. ORDERING PROCEDURES:

For supplies and services, the ordering procedures and information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. PAYMENT ADDRESS:

Ronald Lenard
Director – Government Services
Columbia Lighthouse for the Blind, Inc.
1825 K Street NW
Suite 1103
Washington DC 20006-1261
240-737-5133 (phone)
202-955-6401 (facsimile)
rlenard@clb.org

15. WARRANTY PROVISION:

SIN 132-51 Delivered, as Negotiated

16. EXPORT PACKING CHARGES: Not Applicable

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:

Please contact the Contractor for terms and conditions of acceptance.

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):

Not Applicable

19. TERMS AND CONDITIONS OF INSTALLATION: Not Applicable

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):

Not Applicable

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES: Not Applicable

21. LIST OF SERVICE AND DISTRIBUTION POINTS: Not Applicable

22. LIST OF PARTICIPATING DEALERS: Not Applicable

23. PREVENTIVE MAINTENANCE: None

24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):

None

24b. SECTION 508 COMPLIANCE FOR ELECTRONIC and INFORMATION TECHNOLOGY:

Not Applicable

25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER: 003 242 880

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:

Contractor has an Active Registration in the SAM database.

27. LABOR CATEGORY DESCRIPTIONS:

Information Specialist

Position Responsibilities: To support agency requirements the Information Specialist (IS) interacts with citizen and government personnel via multiple channels (phone, fax, e-mail, Internet, mail requests). Related subject matter knowledge is required including 4 weeks of accessibility/IT training on reference materials, research methods/tools. Information Specialist is capable of real-time analysis to determine appropriate course of action in resolving a variety of issues and is empowered to solve problems within a set of predefined parameters. Identify assistive technology issues and report findings to client. Provides Section 508 conformance and usability testing of web sites. Ability to appropriately document activity for historical purposes and/or refer inquiries to appropriate subject matter experts within the agency is required. The IS reports to the Usability Analyst II or III.

Qualifications: Minimum of Associate's degree in an IT related field, Bachelor's degree preferred in computer science or IT certification, and a minimum of three (3) years experience in the IT related field.

Experience: Minimum of one (1) year of specialized experience organizing and supporting the implementation of Section 508 and Assistive Technology usage. Demonstrated experience with assistive technology (e.g., screen readers, accessibility validation tools). Excellent oral and written interpersonal communication skills, customer service orientation, and the ability to solve customer problems in a timely manner.

IT Accessibility and Usability Analyst II

Position Responsibilities: Applies expertise and knowledge of state-of-the-art software, hardware, network infrastructure, and /or information technology to troubleshoot complex user/system problems. Possess knowledge of document imaging, document management, document remediation, and workflow COTS systems. Provide guidance to other level technical specialists.

Provides Section 508 conformance and usability testing of web sites; legacy and web-based applications

and documents to conform to Section 508 of the Rehabilitation Act of 1973 and to improve the usability of websites; applications and documents for individuals with disabilities. Identify assistive technology issues and report findings to the client. Respond to specific requests to test applications for accessibility. Provide input and review of proposed training materials being developed for client. Draft training materials as assigned. Regularly participate in test readiness and release readiness meetings. Provide scripting for assistive technological devices. Assist in developing test scenarios and provide support for User Acceptance Testing relative to Section 508 requirements and accessibility usability standards.

Qualification: Minimum Bachelor's degree, preferably computer science, web development/design, or knowledge acquired through extensive work-related experience. Must have proficient knowledge and understanding of the requirements of Rehabilitation Act Section 508 and how they apply to federal agency business operations and processes. Excellent oral and written interpersonal communication skills, customer service orientation, and the ability to solve customer problems in a timely manner.

Experience: Minimum of three (3) years specialized experience organizing and supporting the implementation of Section 508 and Software Quality Assurance testing. Demonstrated experience with assistive technology (e.g., screen readers, accessibility validation tools), HTML coding, CSS (style sheets), and software (e.g. Dreamweaver, JavaScript, PDF, Flash), file and media formats. Must be able to write test summaries and test analysis summaries.

IT Accessibility and Usability Analyst III

Position Responsibilities: Applies expertise and knowledge of state-of-the-art software, hardware, network infrastructure, and /or information technology to troubleshoot complex user/system problems. Possess knowledge of document imaging, document management, document remediation, and workflow COTS systems. Provide guidance to other level technical specialists.

Provides Section 508 conformance and usability testing of web sites; legacy and web-based applications and documents to conform to Section 508 of the Rehabilitation Act of 1973 and to improve the usability of websites; applications and documents for individuals with disabilities. Identify assistive technology issues and report findings to the client. Assist project manager in establishing reporting procedures and formats to share accessibility test results with the client. Assist test automation developers in creating and maintaining automated test scripts as appropriate. Develop test scenarios and provide support for User Acceptance Testing relative to Section 508 requirements and accessibility usability standards. Provides expertise on accessibility gained through Section 508 accessibility and usability to ensure web sites and E-Trainings are accessible, to identify assistive technology solutions and to identify EIT deficiencies impacting the performance of people with disabilities in the public and private sectors. Assist the NIB Program Manager in the development and implementation of Section 508 training, testing protocols, quality assurance standards, and conduct trainings within the agency.

Qualification: Minimum Bachelor's degree, preferably computer science, web development/design, or knowledge acquired through extensive work-related experience. Must have proficient knowledge and understanding of the requirements of Rehabilitation Act Section 508 and how they apply to federal agency business operations and processes. Excellent oral and written interpersonal communication skills, customer service orientation, and the ability to solve customer problems in a timely manner.

Experience: Minimum five (5) years of specialized experience organizing and supporting the implementation of Section 508 and Software Quality Assurance testing. Demonstrated experience with assistive technology (e.g., screen readers, accessibility validation tools), HTML coding, CSS (style sheets), and software (e.g. Dreamweaver, JavaScript, PDF, Flash), file and media formats. Must be able to write test summaries and test analysis summaries.

28. LABOR CATEGORY PRICING

SERVICE (LABOR CATEGORY)	GSA HOURLY PRICE WITH IFF	GSA HOURLY PRICE WITH IFF	GSA HOURLY PRICE WITH IFF	GSA HOURLY PRICE WITH IFF	GSA HOURLY PRICE WITH IFF
	26 JUN 15 to 25 JUN 16	26 JUN 16 to 25 JUN 17	26 JUN 17 to 25 JUN 18	26 JUN 18 to 25 JUN 19	26 JUN 19 to 25 JUN 20
Information Specialist	\$44.75	\$45.60	\$45.48	\$47.37	\$48.28
IT Accessibility and Usability Analyst II	\$58.03	\$59.14	\$60.27	\$61.43	\$62.61
IT Accessibility and Usability Analyst II	\$83.63	\$85.23	\$86.87	\$88.54	\$90.24

**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.

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 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.