



**AUTHORIZED FEDERAL SUPPLY SERVICE  
INFORMATION TECHNOLOGY SCHEDULE PRICE LIST  
GENERAL PURPOSE COMMERCIAL INFORMATION  
TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES**

Special Item Number (SIN) Summary Information

**SIN 132-51 – INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

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

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

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

ANASEC Inc.  
125 Woodstream Blvd. Suite 204  
Stafford, VA. 22556  
Phone: (540) 657-9465 | Fax: (540) 657-9469  
Web Site: <http://www.anasec.com>

**CONTRACT NUMBER: GS-35F-391DA**  
**Period Covered by Contract: 07/2016 – 07-2021**  
**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/>. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.



## COMPANY OVERVIEW

ANASEC Inc. (ANASEC) a Service-Disabled Veteran-Owned Small Business (SDVOSB). We offer professional service solutions to government and commercial customers. We provide Information Technology, Personnel Security, Administrative and FOIA solutions and services. Our existing and prior Government and commercial customers find us extremely responsive, flexible, business ready and client centric... We believe you will too. Our service offering is for the following Special Item Number (SIN): 132-51 Information Technology Professional Services. These services may include IT management, database planning and design, systems analysis and design, network services, programming, implementation and maintenance support, network services, project management and data/records management.

ANASEC does not sell products we offer only services.

## INFORMATION FOR ORDERING ACTIVITIES

### SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. 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 micro purchase 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!<sup>TM</sup> on-line shopping service ([www.fss.gsa.gov](http://www.fss.gsa.gov)). The catalogs/pricelists, GSA Advantage!<sup>TM</sup> and the Federal Supply Service Home Page ([www.fss.gsa.gov](http://www.fss.gsa.gov)) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micro purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

### Small Business

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s). **See Description of IT Services and Pricing**

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. **See Description of IT Services and Pricing**

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. **See Description of IT Services and Pricing**

2. Maximum order. **\$500,000.00 for SIN 132-51**

3. Minimum order. **\$100.00**

4. Geographic coverage (delivery area). **48 Contiguous States, District of Columbia, Alaska, Hawaii, and Puerto Rico**

5. Point(s) of production (city, county, and State or foreign country). **Stafford, Stafford County, Virginia**

6. Discount from list prices or statement of net price. **See pricing chart below**

7. Quantity discounts. **Additional 1% discount from the GSA Rate for single task orders at or exceeding \$200,000.**

8. Prompt payment terms. **Net 30 Days**

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. **Yes**

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. **Yes**

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

- 
- 11a. Time of delivery. (Contractor insert number of days.) **TBD @Task Order Level (services)**
- 11b. Expedited Delivery. **TBD @Task Order Level (services)**
- 11c. Overnight and 2-day delivery. **Not Applicable**
- 11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery. **Not Applicable**
12. F.O.B. point(s). **Destination**
- 13a. Ordering address(es). **125 Woodstream Blvd. Suite 204, Stafford, VA. 22556**
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. Payment address(es). **125 Woodstream Blvd. Suite 204, Stafford, VA. 22556**
15. Warranty provision. **See Submitted Warranty**
16. Export packing charges, if applicable. **Not Applicable**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro- purchase level). **No conditions to the Government Purchase Card**
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). **Not Applicable**
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/). **Applicable**

25. Data Universal Number System (DUNS) number. **12-733-2323**

26. Notification regarding registration in Systems for Award Management (SAM) database. **ANASEC, Inc. is current and registered**

---

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)  
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

**1. SCOPE**

- (a) The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional
- (b) Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- (c) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by
- (d) The Contractor and the ordering activity.

**2. PERFORMANCE INCENTIVES**

- (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 in accordance with this clause.
- (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
- (d) Delivery Order. Services shall be completed in a good and workmanlike manner.
- (e) 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**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (May 2001) (Deviation 1 – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour 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 (Deviation – May 2003) 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 Services.

## **9. INDEPENDENT CONTRACTOR**

All IT 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 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 (OCT 2008) (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 (OCT 2008) (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 SERVICES AND PRICING

SIN 132-51

Job Title: Systems/Network Engineer 1

Functional Responsibility: Implements, maintains, troubleshoots, and supports IT Systems/Network systems and infrastructure. Works with a variety of servers, network hardware and software. Troubleshoots and resolves software/hardware problems, configures network systems to user environments.

Education and Experience: High School Diploma or equivalent; 1-3 years' experience.

SIN 132-51

Job Title: Systems/Network Engineer 2

Functional Responsibility: Designs, implements, maintains, troubleshoots, and IT Systems/Network systems and infrastructure. Works with a variety of servers, network hardware and software. Troubleshoots and resolves software/hardware problems, configures IT systems and network systems to user environments. Consults with clients and analyzes and reviews systems/network requirements. Estimates cost and prepares schedules that outline the timetable for design and implementation of the systems/network solution. Evaluates IT systems/network hardware and software and assists in their acquisition. Researches the market for the most cost effective software/hardware. Converts designs and specification working systems/networks.

Education and Experience: Associates (AA/AS) degree or higher in computer related field; 4-7 years' experience.

SIN 132-51

Job Title: Sr. Systems/Network Engineer

Functional Responsibility: Must have specialized subject matter expertise in one or more IT Systems, Systems/Network Architecture and Design Principles and Network Architecture and Networking Principles. Must be experienced in multiple hardware operating systems, computer hardware, and network infrastructures. Designs, implements, maintains, troubleshoots, and supports local and wide-area network systems and Systems infrastructure. Consults with clients and analyzes and reviews their systems and network requirements. Estimates cost and prepares schedules that outline the timetable for design and implementation of the systems and network solution. Evaluates hardware and software and assists in their acquisition. Researches the market for the most cost effective software/hardware. Troubleshoots and resolves software/hardware problems, configures network systems and IT Systems to user environments.

Education and Experience: Bachelor's (BA/BS) degree or higher in computer related field; 8+



years' experience.

SIN 132-51

Job Title: Application/Order Analyst

Functional Responsibility: Has data entry and general desktop and desktop application and database experience. Works with and/or processes IT requests/orders, and has general IT knowledge and understanding. Works closely with clients to ensure the information provided in the issued orders are entered with complete accuracy and timely into specified data systems. Responsible for quickly and accurately reviewing and entering data into various systems/applications/databases utilized for processing/tracking.

Education and Experience: Associates (AA/AS) degree or higher; 1-2 years' experience.

**Labor Rates**

<b>ID No.</b>	<b>GSA Labor Category</b>	<b>07/2016 – 07/2017</b>	<b>07/2017 – 07/2018</b>	<b>07/2018 – 07/2019</b>	<b>07/2019 – 07/2020</b>	<b>07/2020 – 07/2021</b>
1	Systems/Network Engineer I	\$69.69	\$70.91	\$72.15	\$73.41	\$74.70
2	Systems/Network Engineer II	\$105.52	\$107.37	\$109.25	\$111.16	\$113.10
3	Senior Systems/Network Engineer	\$161.76	\$164.59	\$167.47	\$170.40	\$173.38
4	Application Order Analyst	\$74.10	\$75.40	\$76.72	\$78.06	\$79.42

All rates include discount and IFF fee.

The proposed rates for labor categories are for both customer sites and in-house (ANASEC) locations.