



# GENERAL SERVICES ADMINISTRATION

## *Federal Supply 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 GSA Advantage!® is: [GSAAdvantage.gov](http://GSAAdvantage.gov).

### **SCHEDULE TITLE: INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

### **FSC GROUP 70**

#### SERVICES

#### FSC/PSC CLASS

IT & Telecom-Facility Operation and Maintenance	D301
IT & Telecom-Systems Development Services	D302
IT & Telecom-Systems Analysis Services	D306
IT & Telecom-Automated IT Strategy and Architecture	D307
IT & Telecom-Programming Services	D308
IT & Telecom-Cyber Security and Data Backup Services	D310
IT & Telecom-Data Conversion Services	D311
IT & Telecom-Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services	D313
IT & Telecom-Telecommunications Network Management Services	D316
IT & Telecom-Web-Based Subscription Services	D317
IT & Telecom-Other IT and Telecommunications Services	D399

**CONTRACT NUMBER: - GS - 35F - 407CA**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).

**CONTRACT PERIOD: JULY 6, 2015 – JULY 5, 2020**



### **BAILEY INFORMATION TECHNOLOGY CONSULTANTS. LLC**

4323 George Fry Cir, Woodbridge, VA 22193

**Phone:** 703-309-9030

**Fax:** 703-459-8227

**Web Site:** <http://www.baileyinfotec.com>

**Contact for Contract Administration:** Robert Bailey, President/CEO

**Email for Contract Administration:** [rbailey@baileyinfotec.com](mailto:rbailey@baileyinfotec.com)

**BUSINESS SIZE. SMALL**



**CUSTOMER INFORMATION**

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

SIN	Description
132-51	Information Technology (IT) Professional Services

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.

SIN	Lowest Priced Items	Price
132-51	Security Specialist	\$66.18

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 Pricing Below

2. Maximum order. \$500,000

3. Minimum order. \$100.00

4. Geographic coverage (delivery area). Domestic

5. Point(s) of production (city, county, and State or foreign country). Same as company address

6. Discount from list prices or statement of net price. Government net prices (discounts already deducted). See Attachment.

7. Quantity discounts. None

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. No

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



## CUSTOMER INFORMATION CONT'D

11a. Time of delivery. (Contractor insert number of days.) Specified on the Task Order

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery. Contact Contractor

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery. Contact Contractor

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. Contact Contractor

12. F.O.B. point(s). Destination

13a. Ordering address(es). *Bailey Information Technology Consultants, LLC*  
4323 George Fry Cir  
Woodbridge, VA 22193

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). *Bailey Information Technology Consultants LLC*  
4323 George Fry Cir  
Woodbridge, VA 22193

15. Warranty provision. Contractor’s standard commercial warranty. N/A

16. Export packing charges, if applicable. N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). N/A

18. Terms and conditions of rental, maintenance, and repair (if applicable). N/A

19. Terms and conditions of installation (if applicable) N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). N/A

20a. Terms and conditions for any other services (if applicable). N/A



## CUSTOMER INFORMATION CONT'D

21. List of service and distribution points (if applicable). N/A
22. List of participating dealers (if applicable). N/A
23. Preventive maintenance (if applicable). N/A
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). N/A
- 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/).
25. Data Universal Number System (DUNS) number. 078320894
26. Notification regarding registration in Central Contractor Registration (CCR) database. 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 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 52.2 12-4 (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

**Commercial Job Title:** **System Administrator**

**Minimum/General Experience:** 5 years experience

**Functional Responsibility:** Responsible for the complete process of infrastructure design and operations, including systems analysis and maintenance, security, network operations and support, and systems configuration. Infrastructure includes: hardware, operation systems, database management systems, network and security. Also conducts end-to-end plan design, controls production, and implements and monitors systems. Maintains production databases to ensure integrity, performance, accessibility, and recoverability of data. Develops long-term strategy for historical data retention and archival plan for storage needs; defines data retention, backup, and recovery. Develops, packages and automates distribution of installation executable software and related software on target machines. Manages query functions and server maintenance, to include writing SQL statements for SQL queries. Performs administration on both the deployed configuration management tools. Creates job scheduling; works with developers and command center staff to create, configure and troubleshoot mid-tier job scheduling jobs as well as required to run with the scheduling tool. Troubleshoots and tunes data warehouse applications for system and performance problems; identifies and resolves information flow, content issues, and transformation of business requirements into logical data models.

**Minimum Education:** A Bachelor's Degree from an accredited institute in an area applicable to this position (e.g. information systems, computer science, math, or engineering). An additional four years of relevant technical experience may be substituted for the Bachelor's Degree.

**Commercial Job Title:** **System Engineer**

**Minimum/General Experience:** 10 years experience

**Functional Responsibility:** Exercises independent judgment and creativity on a regular basis in solving highly complex, major technical problems and in providing advice and recommendations. Continually assess the performance of appropriate software systems to identify and correct problems which impact operation efficiency and work quality. Maintains active liaison with user personnel to ensure continuing responsiveness of applicable system software user requirements. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Designs, code, installs, and maintains appropriate systems software program. Identifies, evaluates, tailors and directs the implementation of vendor-supplied software packages. Performs special system regeneration where applicable to reflect changes in peripheral configuration. Ensures the maintenance of adequate software systems documentation. Recommends to management the purchase or lease of system software packages and related hardware and provides technical assistance to less experienced systems software personnel in the resolution of complex system-related problems. Trains users in applications programming and other user personnel in the use of systems software and related hardware. May perform other duties as assigned. Has prime accountability for the maintenance and operating efficiency of a major subsystem, such as the teleprocessing network, database management systems, etc.

Responsible for independently performing in depth studies and analyses including formulating parameters



and factors to be considered, and validating the results. Maintains broad and extensive knowledge of system engineering principles, techniques, and established practices/procedures. Provides training to other employees. Possesses sufficient writing and communication skills to prepare and present reports, papers, briefings and other documentation pertinent to the position.

**Minimum Education:** Bachelor's degree with 1-5 years of experience

**Commercial Job Title:** **Software Engineer**

**Minimum/General Experience:** 10 years experience

**Functional Responsibility:** Web Application and Relational Database (SQL Server, Oracle) Experience (functional understanding of database structure). Understanding of J2EE Architecture (JBoss, Apache, Tomcat, etc.) and deployment procedures. Analytical Skills (ability to digest requirements and produce design). Ability for Testing/Quality Control. Write reports with iReport toolkit, write custom JSP pages. Answer technical questions from customers, write corresponding technical documentation. Excellent verbal and written communication skills. Prior experience with workflow solutions preferred. Active TS/SCI clearance is required.

**Minimum Education:** Bachelor's degree in Computer Science, Management Information Systems or equivalent. 5-years work experience programming in SQL, Java, JavaScript, or equivalent.

**Commercial Job Title:** **Security Specialist**

**Minimum/General Experience:** 5 years experience

**Functional Responsibility:** Perform such tasks necessary to assure the loyalty, reliability, suitability, and trustworthiness of employees, contractors, visitors, and others who work with or have access to sensitive or classified information, material, facilities and work sites. Projects and activities to be supported may include, but are not limited to, personnel security documentation review and processing, investigation of security incidents, management of Communications Security (COMSEC) equipment, issuance of badges and keys, and Operations Security (OPSEC) training and orientation for new employees. Provide security architecture, policy and design guidance for business systems and networks. Provide Information Security Certification and Accreditation Support for applications, systems and networks in accordance with appropriate customer policies and processes and performs as an Information Assurance assessment team member. Support for defining and assessing appropriate procedural security, network security and connection rules, configuration management and accountability, maintenance, system rules of behavior, personnel and technical security controls, marking and labeling, incident response, continuity Participates in planning, cost analysis and implementation of all aspects of ADP security. Develops and implements Tempest procedures in all areas. Designs, develops, implements, and supports all ADP security policy, procedures, and systems. Will help provide security architecture, policy and design guidance for business systems and networks. Individual may also help provide Information Security Certification and Accreditation Support for applications, systems and networks in accordance with appropriate customer policies and processes. Helps develops materials and provide instruction to teams in the C&A activities at the appropriate skill level to accomplish the mission. Prepares security briefings and reports as



Critical Information Specific to Schedule # 70 – Information Technology, Software & Services  
Solicitation FCIS -JB-980001 B (Refresh # 35)

necessary and participates as a subject matter expert in support of NETL security initiatives, conferences and Information Security Awareness. Implements and monitors ADP security procedures and issues. Conduct risk assessments, firewall determinations, and security procedures.

**Minimum Education:** Bachelor’s degree in related area or equivalent 5 years experience

## GSA PROPOSED PRICELIST

<b>Proposed Labor Categories</b>	<b>GSA Hourly Rate</b>
System Administrator	\$70.46
System Engineer	\$72.48
Software Engineer	\$79.39
Security Specialist	\$66.18

For general questions regarding MAS IT Schedule 70 Contracting:

Customer Service  
Phone: 1-877-446-IT70 (4870)  
Email: [IT.Center@gsa.gov](mailto:IT.Center@gsa.gov)

For questions regarding eOffer submission or Certifications:

Vendor Support Center  
visit [www.gsa.gov/vsc](http://www.gsa.gov/vsc).  
Phone: 1-877-495-4849

For general questions regarding HSPD 12:  
Email: [hspd12@gsa.gov](mailto:hspd12@gsa.gov)  
Phone: 1-703-605-2727

For general questions regarding COMSATCOM:  
Email: [fasnetworkservice@gsa.gov](mailto:fasnetworkservice@gsa.gov)  
Phone: 1-877-387-2001

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