



ICF Incorporated, L.L.C.
**General Purpose Commercial
Information Technology Equipment,
Software, and Services (IT)**

U.S. General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

**ICF Incorporated,
L.L.C.**

9300 Lee Highway
Fairfax, Virginia 22031
1-703-934-3000
1-703-934-3740 FAX
icfcontracts@icfi.com
www.icfi.com/GSA

Contract No.:
GS-35F-4121D

Contract Period:
April 1, 2012 to
July 10, 2016

Special Item Number
132-51 Information Technology
Professional Services

Business Size: Large Business

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/>



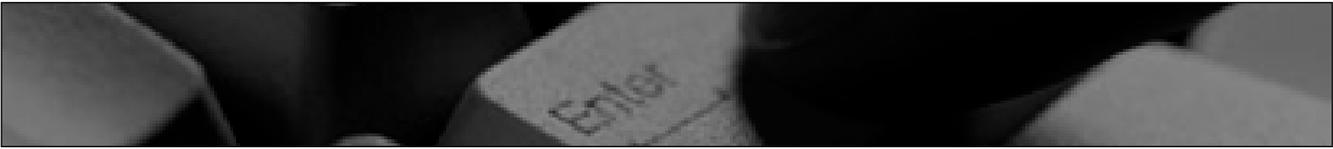


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Awarded Special Item Numbers (SIN)

132-51 IT Professional Services

- FPDS Class D301 – IT Facility Operation and Maintenance
- FPDS Class D302 – IT Systems Development Services
- FPDS Class D306 – IT Systems Analysis Services
- FPDS Class D307 – Automated Information Systems Design and Integration Services
- FPDS Class D308 – Programming Services
- FPDS Class D311 – IT Data Conversion Services
- FPDS Class D313 – Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
- FPDS Class D316 – IT Network Management Services
- FPDS Class D399 – Other IT 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.

Special Notice to Agencies: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules (FSS) 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 FSS, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage![™] on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, *GSA Advantage!*[™] and the FSS Home Page (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 micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

Ordering Information

1. **Geographic Scope of Contract:** 48 contiguous states, the District of Columbia, Alaska, Hawaii, and the Commonwealth of Puerto Rico

2. Contractor's Ordering Address and Payment Information:

Ordering Address:
 ICF Incorporated, LLC.
 9300 Lee Highway
 Fairfax, VA 22031-1207

Ilene Gerber, Contracts Manager
 703-934-3632
 703-218-2547 FAX
 icfcontracts@icfi.com

Payment Address:

Check/U.S. Mail
 ICF Consulting Group, Inc.
 Citizens bank
 P.O. Box 536259,
 Pittsburgh, PA 15253-5904

Wire Transfer
 ICF Incorporated, LLC.
 Account No: 6203219502
 Citizens Bank
 ABA No: 036076150

Contractors are required to accept the Government purchase card for payments equal to or less than the micro purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice. The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance: (phone) 703-934-3000 and (fax) 703-934-3740.

3. **Liability for Injury or Damage:** The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.
4. **Statistical Data for Government Ordering Office Completion of Standard Form 279:**
 - Block 9 G: Order/Modification Under FSS
 - Block 16: Data Universal Numbering System (DUNS Number): 07-264-8579
 - Block 30: Type of Contractor: C – Large Business
 - Block 31: Woman-Owned Small Business: No

Block 36: Contractor's Taxpayer Identification Number (TIN): 52-0893615

- 4a. **CAGE Code:** 5M571
- 4b. **Central Contractor Registration:** ICF Incorporated, LLC., is registered with the CCR Database
5. **FOB Destination**
- 6a. **Time of Delivery:** The contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:
 - SIN 132-51: As negotiated between the Ordering Agency and ICF Incorporated, LLC.
- 6b. **Urgent Requirements:** When the FSS contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.
7. **Discounts:** Prices shown are NET Prices; Basic Discounts have been deducted.
 - a. Prompt Payment: 0% - 30 days from receipt of invoice or date of acceptance, whichever is later.
 - b. Quantity: None.
 - c. Dollar Volume: None.
 - d. Government Educational Institutions are offered the same discounts as all other Government customers.
 - e. Other: None.
8. **Trade Agreements Act of 1979, as amended:** All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.
9. **Statement Concerning Availability of Export Packing:** Available outside the scope of this contract
10. **Small Requirements:** \$100
11. **Maximum Order** (All dollar amounts are exclusive of any discount for prompt payment.)
 - SIN 132-51 – IT Professional Services: \$500,000 per order
12. **Ordering Procedures for Federal Supply Schedule Contracts**

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

1. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
2. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. Federal IT/ Telecommunication Standards

Requirements: Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by the Contractor.

13.1. FIPS Publications (PUBS): IT products under this Schedule that do not conform to FIPS should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." FIPS PUBS are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2. Federal Telecommunication Standards (FED-STDS): Telecommunication products under this Schedule that do not conform to FED-STDS should not be acquired unless a waiver has been granted in accordance with the applicable FED-STD. FED-STDS are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, FSS, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202) 619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301) 975-2833.

14. Contractor Tasks / Special Requirements:

(a) **Security Clearances:** The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with

obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) **Travel:** The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

(c) **Certifications, Licenses and Accreditations:** As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) **Insurance:** As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. Contract Administration For Ordering Offices: Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.)

16. GSA Advantage!™: *GSA Advantage!* is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. *GSA Advantage!* will allow the user to perform various searches across all contracts including, but not limited to:

1. Manufacturer
2. Manufacturer's Part Number
3. Product categories

Agencies can browse *GSA Advantage!* by accessing the Internet World Wide Web utilizing a browser (e.g., Netscape). The Internet address is <http://www.fss.gsa.gov/>

17. Purchase of Open Market Items: NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a FSS contract.

For administrative convenience, an ordering office contracting officer may add items not on the FSS Multiple Award Schedule (MAS)—referred to as open market items—to a FSS BPA or an individual task or delivery order, **only if:**

1. All applicable acquisition regulations pertaining to the purchase of the items not on the FSS have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19))
2. The ordering office contracting officer has determined the price for the items not on the FSS is fair and reasonable
3. The items are clearly labeled on the order as items not on the FSS

4. All clauses applicable to items not on the FSS are included in the order

18a. For the purpose of this contract, Commitments, Warranties, and Representations include, in addition to those agreed to for the entire schedule contract:

1. Time of delivery/installation quotations for individual orders
2. Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract
3. Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

18b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. Overseas Activities: Outside the scope of this contract

20. Blanket Purchase Agreements (BPAs): The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. Contractor Team Arrangements: Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. Installation, De-installation, Reinstallation: The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or

alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration, or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The requisitioning activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. Section 508 Compliance: The EIT standard can be found at www.icfi.com

24. Prime Contractor Ordering From FSS: Prime Contractors (on cost reimbursement contracts) placing orders under FSS, on behalf of a Federal Agency, shall follow the terms of the applicable schedule and authorization and include with each order the following:

1. A copy of the authorization from the Agency with whom the contractor has the prime contract (unless a copy was previously furnished to the FSS contractor)
2. The following statement: This order is placed under written authorization from GSA dated July 11, 2002. In the event of any inconsistency between the terms and conditions of this order and those of your FSS contract, the latter will govern.

25. Insurance- Work On A Government Installation (JAN 1997)(FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing

that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

1. For such period as the laws of the State in which this contract is to be performed prescribe; or
2. Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. Software Interoperability.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. Advance Payments

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)



1. Scope:

- a. The prices, terms, and conditions stated under SIN_a. 132-51 IT Professional Services apply exclusively to IT Services within the scope of this IT Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

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

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.

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

- 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-
 - 3. Cancel the stop-work order; or
 - 4. 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 (JAN 1986) (Deviation – 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) 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.



System Analysis and Design

Systems Analyst

Minimum/General Experience: 6 years of general computer industry experience including a minimum of 3 years experience in the specialized area of expertise.

Functional Responsibility: Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers and orients users to new system.

Minimum Education: Bachelor's Degree in Computer Science, Engineering, Mathematics. A year of college education is the equivalent of two years of relevant work experience.

Senior Systems Analyst

Minimum/General Experience: 9 years of general computer industry experience including a minimum of 6 years experience in the specialized area of expertise.

Functional Responsibility: Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers and orients users to new system.

Minimum Education: Bachelor's Degree in Computer Science, Engineering, Mathematics. A year of college education is the equivalent of two years of relevant work experience.

Principal Systems Analyst

Minimum/General Experience: 12 years of general computer industry experience including a minimum of 9 years experience in the specialized area of expertise.

Functional Responsibility: Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers and orients users to new system.

Minimum Education: Bachelor's Degree in Computer Science, Engineering, Mathematics. A year of college education is the equivalent of two years of relevant work experience.

Programming

Junior Computer Programmer

Minimum/General Experience: None

Functional Responsibility: Develops and modifies software programs. Develops logic and encodes, tests, modifies and debugs software packages to suit the operating environment. Assists in the design, coding, testing, and implementation of software products and applications. Installs and maintains software products on the computer system. Analyzes and fixes problems associated with the software packages and forwards them to the appropriate vendor for problem resolution.

Minimum Education: Bachelor's Degree in Computer Science, Engineering, Mathematics. A year of college education is the equivalent of two years of relevant work experience.

Computer Programmer

Minimum/General Experience: 3 years of general computer programming experience including 2 years of specialized experience.

Functional Responsibility: Develops and modifies software programs. Develops logic and encodes, tests, modifies and debugs software packages to suit the operating environment. Assists in the design, coding, testing, and implementation of software products and applications. Installs and maintains software products on the computer system. Analyzes and fixes problems associated with the software packages and forwards them to the appropriate vendor for problem resolution.

Minimum Education: Bachelor's Degree in Computer Science, Engineering, Mathematics. A year of college education is the equivalent of two years of relevant work experience.

Senior Computer Programmer

Minimum/General Experience: 6 years of general computer programming experience including 4 years of specialized experience.

Functional Responsibility: Develops and modifies software programs. Develops logic and encodes, tests, modifies and debugs software packages to suit the operating environment. Assists in the design, coding, testing, and implementation of software products and applications. Installs and maintains software products on the computer system. Analyzes and fixes problems associated with the software packages and forwards them to the appropriate vendor for problem resolution.

Minimum Education: Bachelor's Degree in Computer Science, Engineering, Mathematics. A year of college education is the equivalent of two years of relevant work experience.

Principal Computer Programmer

Minimum/General Experience: 8 years of general computer programming experience including 6 years of specialized experience.

Functional Responsibility: Develops and modifies software programs. Develops logic and encodes, tests, modifies and debugs software packages to suit the operating environment. Assists in the design, coding, testing, and implementation of software products and applications. Installs and maintains software products on the computer system. Analyzes and fixes problems associated with the software packages and forwards them to the appropriate vendor for problem resolution.

Minimum Education: Bachelor's Degree in Computer Science, Engineering, Mathematics. A year of college education is the equivalent of two years of relevant work experience.

Technical Writing

Senior Technical Writer

Minimum/General Experience: 4 years of experience, including 2 years of specialized experience.

Functional Responsibility: Performs technical writing services. Creates and edits user manuals. Develops and edits system documentation material on existing or newly developed computer applications. May edit or develop content in some applications, which heavily utilize textual information (i.e., Lotus Notes, Internet, etc.)

Minimum Education: Bachelor's Degree in English, Journalism, Computer Science. A year of college education is the equivalent of two years of relevant work experience.

Software Engineering and Implementation Support

Junior Software Engineer

Minimum/General Experience: 2 years of general software engineering experience, including 1 year of specialized experience

Functional Responsibility: Provides system development, system conversion, implementation support, and code integration services by choosing and applying existing programming techniques. Provides support for structured software engineering methods and automated application development software. Provides installation configuration support and quality assurance services. Creates, modifies, and maintains computer software programs. Provides plans and planning expertise, reporting and technical guidance for programming projects, when required. Provides methods, tools, and support for Year 2000 challenges.

Minimum Education: Bachelor's Degree in Computer Science Engineering. A year of college education is the equivalent of two years of relevant work experience.

Software Engineer

Minimum/General Experience: 5 years of general software engineering experience, including 3 years of specialized experience.

Functional Responsibility: Provides system development, system conversion, implementation support, and code integration services by choosing and applying existing programming techniques. Provides support for structured software engineering methods and automated application development software. Provides installation configuration support and quality

assurance services. Creates, modifies, and maintains computer software programs. Provides plans and planning expertise, reporting and technical guidance for programming projects, when required. Provides methods, tools, and support for Year 2000 challenges.

Minimum Education: Bachelor's Degree in Computer Science Engineering. A year of college education is the equivalent of two years of relevant work experience.

Senior Software Engineer

Minimum/General Experience: 7 years of general software engineering experience, including 5 years of specialized experience.

Functional Responsibility: Provides system development, system conversion, implementation support, and code integration services by choosing and applying existing programming techniques. Provides support for structured software engineering methods and automated application development software. Provides installation configuration support and quality assurance services. Creates, modifies, and maintains computer software programs. Provides plans and planning expertise, reporting and technical guidance for programming projects, when required. Provides methods, tools, and support for Year 2000 challenges.

Minimum Education: Bachelor's Degree in Computer Science Engineering. A year of college education is the equivalent of two years of relevant work experience.

Principal Software Engineer

Minimum/General Experience: 10 years of general software engineering experience, including 7 years of specialized experience.

Functional Responsibility: Provides system development, system conversion, implementation support, and code integration services by choosing and applying existing programming techniques. Provides support for structured software engineering methods and automated application development software. Provides installation configuration support and quality assurance services. Creates, modifies, and maintains computer software programs. Provides plans and planning expertise, reporting and technical guidance for programming projects, when required. Provides methods, tools, and support for Year 2000 challenges.

Minimum Education: Bachelor's Degree in Computer Science Engineering. A year of college education is the equivalent of two years of relevant work experience.

Network Engineering

Network Engineer

Minimum/General Experience: 4 years general experience including 2 years specialized experience in data network engineering.

Functional Responsibility: Design, installs, maintains complex networks that typically link numerous computing platforms, operating systems, and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large complex networks. Designs, tests, and implements interface programs. Develops security procedures. Manages network performances. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications. Designs and maintains fault-tolerant systems and manages system backups. Recommends changes in methods or procedures where necessary.

Minimum Education: Bachelor's Degree in Computer Science, Engineering. A year of college education is the equivalent of two years of relevant work experience.

Senior Network Engineer

Minimum/General Experience: 7 years general experience including 5 years specialized experience in data network engineering.

Functional Responsibility: Design, installs, maintains complex networks that typically link numerous computing platforms, operating systems, and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large complex networks. Designs, tests, and implements interface programs. Develops security procedures. Manages network performances. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications. Designs and maintains fault-tolerant systems and manages system backups. Recommends changes in methods or procedures where necessary.

Minimum Education: Bachelor's Degree in Computer Science, Engineering. A year of college education is the equivalent of two years of relevant work experience.

Database Planning and Design

Junior Database Specialist

Minimum/General Experience: None

Functional Responsibility: Provides highly technical expertise in the use of database management systems (DBMS). Possess demonstrated expertise in current DBMS technology. Evaluates and recommends

appropriate DBMS products after matching user requirements with system capabilities. Determines file organization, database structures indexing methods, and security procedures for specific user applications. Prepares recommendations for system improvements.

Minimum Education: Bachelor's Degree in Computer Science, Engineering. A year of college education is the equivalent of two years of relevant work experience.

Database Specialist

Minimum/General Experience: 3 years of general computer programming experience, including 2 years of specialized experience.

Functional Responsibility: Provides highly technical expertise in the use of database management systems (DBMS). Possess demonstrated expertise in current DBMS technology. Evaluates and recommends appropriate DBMS products after matching user requirements with system capabilities. Determines file organization, database structures indexing methods, and security procedures for specific user applications. Prepares recommendations for system improvements.

Minimum Education: Bachelor's Degree in Computer Science, Engineering. A year of college education is the equivalent of two years of relevant work experience.

Senior Database Specialist

Minimum/General Experience: 6 years of general computer programming experience, including 4 years of specialized experience.

Functional Responsibility: Provides highly technical expertise in the use of database management systems (DBMS). Possess demonstrated expertise in current DBMS technology. Evaluates and recommends appropriate DBMS products after matching user requirements with system capabilities. Determines file organization, database structures indexing methods, and security procedures for specific user applications. Prepares recommendations for system improvements.

Minimum Education: Bachelor's Degree in Computer Science, Engineering. A year of college education is the equivalent of two years of relevant work experience.

Principal Database Specialist

Minimum/General Experience: 8 years of general computer programming experience, including 6 years of specialized experience.

Functional Responsibility: Provides highly technical expertise in the use of database management systems (DBMS). Possess demonstrated expertise in current

DBMS technology. Evaluates and recommends appropriate DBMS products after matching user requirements with system capabilities. Determines file organization, database structures indexing methods, and security procedures for specific user applications. Prepares recommendations for system improvements.

Minimum Education: Bachelor's Degree in Computer Science, Engineering. A year of college education is the equivalent of two years of relevant work experience.

Web Site Development

Graphics Artist

Minimum/General Experience:

Functional Responsibility: Perform Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.

Minimum Education: Bachelor's Degree in Art, Computer Graphics. A year of college education is the equivalent of two years of relevant work experience.

Web Site Developer

Minimum/General Experience: 2 years of general computer programming experience, including 1 year of specialized experience.

Functional Responsibility: Perform Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.

Minimum Education: Bachelor's Degree in Computer Science. A year of college education is the equivalent of two years of relevant work experience.

Senior Web Site Developer

Minimum/General Experience: 4 years of general computer programming experience, including 2 years of specialized experience.

Functional Responsibility: Perform Web Site development from conception to implementation,

including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.

Minimum Education: Bachelor's Degree in Computer Science. A year of college education is the equivalent of two years of relevant work experience.

Principal Web Site Developer

Minimum/General Experience: 6 years of general computer programming experience, including 3 years of specialized experience.

Functional Responsibility: Perform Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.

Minimum Education: Bachelor's Degree in Computer Science. A year of college education is the equivalent of two years of relevant work experience.

Information System Project Management

Project Manager

Minimum/General Experience: 7 years of general computer industry experience, including 2 years of project management experience.

Functional Responsibility: Manages and coordinates the implementation of system applications, including financial applications, through all phases of the systems development life cycle, including planning, requirements analysis, design, development, testing, installation, and evaluation. Ensures conformance with work requirements, interprets policies, procedures, and goals and objectives of the work assignment. Coordinates work effort with all parties to ensure problem resolution and user satisfaction. Reviews work products for quality, completeness, and adherence to design concepts and user requirements.

Minimum Education: Bachelor's Degree in Computer Science, Engineering. A year of college education is the equivalent of two years of relevant work experience.

Senior Project Manager

Minimum/General Experience: 9 years of general computer industry experience, including 4 years of project management experience.

Functional Responsibility: Manages and coordinates the implementation of system applications, including financial applications, through all phases of the systems development life cycle, including planning, requirements analysis, design, development, testing, installation, and evaluation. Ensures conformance with work requirements, interprets policies, procedures, and goals and objectives of the work assignment. Coordinates work effort with all parties to ensure problem resolution and user satisfaction. Reviews work products for quality, completeness, and adherence to design concepts and user requirements.

Minimum Education: Bachelor's Degree in Computer Science, Engineering. A year of college education is the equivalent of two years of relevant work experience.

Equivalent Experience Requirements for ICF Labor Categories

- Any combination of additional years of relevant experience plus full time college level study totaling four years will be an acceptable substitute for a Bachelors degree.
- A Bachelors degree plus any combination of additional years of relevant experience and graduate level study totaling two years will be an acceptable substitute for a Masters degree.
- Additional years of graduate level study in an appropriate field will be considered equal to years of experience on a one-for-one basis.
- Staff with highly relevant training and experience for a particular assignment may be considered to have additional years of experience for purposes of assignment to a labor category for that assignment.

Staff whose training and experience exceed the requirements of their role for a particular assignment may have their years of experience decreased for purposes of placement in a labor category for that assignment.



The following pricelist reflects GSA's IFF rate reduction effective on January 1, 2004.

	ICF Site	Hourly Rate			
		4/1/2012 – 7/10/2013	7/11/2013 – 7/10/2014	7/11/2014 – 7/10/2015	7/11/2015 – 7/10/2016
	Category Title				
1	Systems Analyst	\$110.98	\$115.42	\$120.04	\$124.84
2	Senior Systems Analyst	\$145.61	\$151.44	\$157.49	\$163.79
3	Principal Systems Analyst	\$218.37	\$227.10	\$236.19	\$245.64
4	Junior Computer Programmer	\$84.65	\$88.04	\$91.56	\$95.22
5	Computer Programmer	\$109.39	\$113.76	\$118.31	\$123.05
6	Senior Computer Programmer	\$132.39	\$137.69	\$143.19	\$148.92
7	Principal Computer Programmer	\$176.04	\$183.09	\$190.41	\$198.03
8	Senior Technical Writer	\$83.27	\$86.60	\$90.07	\$93.67
9	Junior Software Engineer	\$96.71	\$100.58	\$104.60	\$108.78
10	Software Engineer	\$117.32	\$122.01	\$126.89	\$131.97
11	Senior Software Engineer	\$139.00	\$144.56	\$150.34	\$156.35
12	Principal Software Engineer	\$197.20	\$205.09	\$213.29	\$221.82
13	Network Engineer	\$105.07	\$109.27	\$113.65	\$118.19
14	Senior Network Engineer	\$154.88	\$161.07	\$167.51	\$174.21
15	Junior Database Specialist	\$83.98	\$87.34	\$90.83	\$94.47
16	Database Specialist	\$109.39	\$113.76	\$118.31	\$123.05
17	Senior Database Specialist	\$139.00	\$144.56	\$150.34	\$156.35
18	Principal Database Specialist	\$188.75	\$196.30	\$204.15	\$212.32
19	Graphics Artist	\$86.85	\$90.33	\$93.94	\$97.70
20	Web Site Developer	\$104.64	\$108.83	\$113.18	\$117.71
21	Senior Web Site Developer	\$135.03	\$140.44	\$146.05	\$151.90
22	Principal Web Site Developer	\$176.04	\$183.09	\$190.41	\$198.03
23	Project Manager	\$147.99	\$153.91	\$160.07	\$166.47
24	Senior Project Manager	\$187.20	\$194.69	\$202.48	\$210.58

Govt Site		Hourly Rate			
Category Title		4/1/2012 – 7/10/2013	7/11/2013 – 7/10/2014	7/11/2014 – 7/10/2015	7/11/2015 – 7/10/2016
1	Systems Analyst	\$76.70	\$79.77	\$82.96	\$86.28
2	Senior Systems Analyst	\$100.64	\$104.67	\$108.86	\$113.21
3	Principal Systems Analyst	\$150.91	\$156.95	\$163.23	\$169.76
4	Junior Computer Programmer	\$58.51	\$60.85	\$63.28	\$65.81
5	Computer Programmer	\$75.62	\$78.64	\$81.79	\$85.06
6	Senior Computer Programmer	\$91.51	\$95.17	\$98.97	\$102.93
7	Principal Computer Programmer	\$121.67	\$126.54	\$131.60	\$136.87
8	Senior Technical Writer	\$57.55	\$59.85	\$62.24	\$64.73
9	Junior Software Engineer	\$66.85	\$69.52	\$72.30	\$75.19
10	Software Engineer	\$81.09	\$84.34	\$87.71	\$91.22
11	Senior Software Engineer	\$96.08	\$99.92	\$103.92	\$108.07
12	Principal Software Engineer	\$136.29	\$141.74	\$147.41	\$153.30
13	Network Engineer	\$72.63	\$75.53	\$78.56	\$81.70
14	Senior Network Engineer	\$107.05	\$111.33	\$115.78	\$120.41
15	Junior Database Specialist	\$58.51	\$60.85	\$63.28	\$65.81
16	Database Specialist	\$75.62	\$78.64	\$81.79	\$85.06
17	Senior Database Specialist	\$96.08	\$99.92	\$103.92	\$108.07
18	Principal Database Specialist	\$130.44	\$135.66	\$141.09	\$146.73
19	Graphics Artist	\$60.01	\$62.41	\$64.91	\$67.51
20	Web Site Developer	\$72.31	\$75.21	\$78.21	\$81.34
21	Senior Web Site Developer	\$93.33	\$97.06	\$100.95	\$104.98
22	Principal Web Site Developer	\$121.67	\$126.54	\$131.60	\$136.87
23	Project Manager	\$102.28	\$106.37	\$110.62	\$115.05
24	Senior Project Manager	\$129.37	\$134.54	\$139.92	\$145.52



Preamble

ICF Incorporated, LLC., provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

Commitment

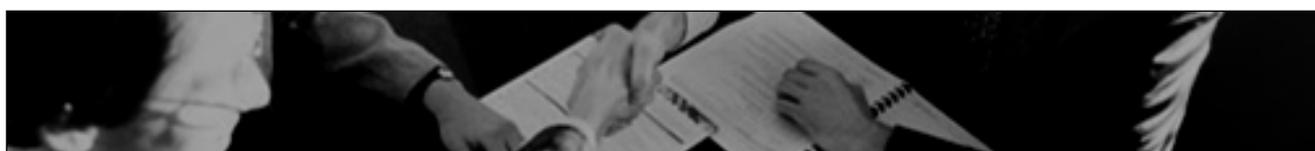
To actively seek and partner with small businesses.
 To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.
 To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

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

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses. To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact ICF Incorporated, LLC.



Basic Guidelines

FSS Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a BPA. BPAs are permitted under all FSS contracts.

Orders under a Team Arrangement are subject to terms and conditions or the FSS Contract.

Participation in a Team Arrangement is limited to FSS Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- FSS Contractors may individually meet the customers needs, or -
- FSS Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.



SUGGESTED BPA format

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Agency) and ICF Incorporated, LLC., enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the Government that works better and costs less.

Signatures:

Agency Representative

Date

ICF Incorporated, LLC., Representative

Date

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements (BPA), the Contractor agrees to the following terms of a BPA EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____

(2) Delivery:

DESTINATION	* DELIVERY SCHEDULES / DATES
_____	_____
_____	_____

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

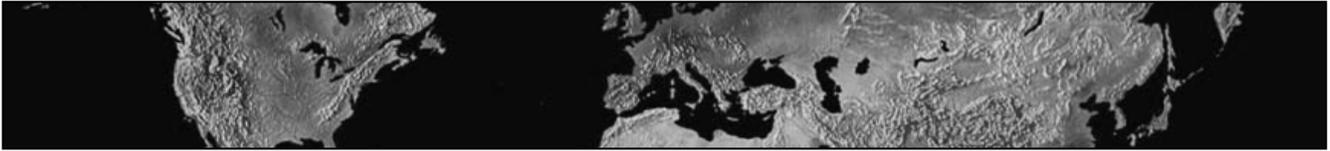
(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor
- (b) Contract Number
- (c) BPA Number
- (d) Model Number or National Stock Number (NSN)
- (e) Purchase Order Number
- (f) Date of Purchase
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information)
- (h) Date of Shipment

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.



ICF Incorporated, LLC., is a wholly owned subsidiary of ICF Consulting Group, Inc., and the legal entity through which ICF Incorporated, LLC., conducts business.

ICF Consulting is a leading management, technology, and policy consulting firm. We draw on extensive industry knowledge, distinguished professionals, and innovative analytics to develop solutions to complex energy, environment, emergency management, community development, and transportation issues. The firm successfully implements strategies and analyses in these areas through our expertise in information technology, organizational improvement, and communications. ICF Consulting’s assistance to government clients (Federal, state, and local agencies, and national laboratories) covers the full spectrum of skill sets needed to develop successful programs.

ICF Consulting

- ▶ 4,500 employees
- ▶ Founded in 1969
- ▶ Engaged by nearly 30 Federal agencies
- ▶ 35 offices worldwide
- ▶ Headquartered in Washington, DC, area

The ICF Consulting Advantage

- We have a strong understanding of how government organizations work—their applicable regulations, their operating cultures, and their processes and systems.
- We have a unique combination of experience and expertise in management consulting, training, and organizational change and in technical capabilities, which ensures that our solutions make sense “on the ground” where business gets done.
- We develop solutions to conform to each agency’s mission and strategic objectives, not as stand-alone activities, so our solutions “stick” and result in performance improvements.
- We have long-term client relationships that testify to the quality of service that we provide. We help clients design programs and guide them through their evolution.

Business Areas

Community Building: ICF Consulting provides strategic advice and support for community-based programs. Our technical expertise covers affordable housing, community development, economic development, health care, and labor issues. Services include the following:

- Cost-effective program design and management
- Training on community issues
- Guidance materials
- Program and policy evaluation
- Web-based tools and learning systems
- Conference and meeting planning
- Regional competitiveness strategies

Emergency Management and Homeland Security: ICF Consulting provides customized solutions to prevent, prepare for, respond to, recover from, and mitigate against natural and technological catastrophic events and terrorist attacks. A diverse staff of public policy experts, firefighters, search and rescuers, military officers, scientists, and planners help emergency managers leverage available resources to address the challenges of homeland security and other emergencies. Services include the following:

- Emergency operations center support
- Energy security
- Exercise design and evaluation
- Logistics
- Organizational capability assessments
- Transportation security
- Urban hazard mitigation

Energy: ICF Consulting specializes in electric, natural gas, petroleum, emissions, and alternative energy markets. We help design and implement public-private partnerships in the areas of energy efficiency, water efficiency, and pollution prevention. Services include the following:

- Air regulatory issues
- Alternative and distributed energy resource assessment
- Climate change issues
- Energy market modeling and price forecasting
- Energy policy analysis
- Energy security analysis
- Energy-environmental analysis
- Regulatory analysis
- Renewable energy
- Transmission issues

Environment: ICF Consulting addresses air and water quality, global climate change, cleaner production/waste

minimization, remediation, environmental impact assessment, and health and safety issues. Services include the following:

- Atmospheric modeling
- Auditing
- Chemical fingerprinting
- Economic and financial analysis
- Geotechnical engineering and failure analysis
- Life-cycle cost analysis
- Public policy design, analysis, and implementation
- Toxicology and risk assessment

Transportation: ICF Consulting addresses issues at the nexus of transport, energy, economic development, and the environment. Services include the following:

- Environmental assessment and impact mitigation
- Land use and transportation systems
- Planning and project analysis
- Policy and economic analysis
- Transportation demand management and commuter choice

Services

Change Management: ICF Consulting supports organizational improvement and transition, recognizing that a client's culture, processes, and infrastructure must work together to support the organization's mission. Services include the following:

- Business process improvement
- Leadership development
- Organizational evaluation and diagnosis
- Performance measurement
- Strategic human resources management
- Strategic planning and visioning
- Transition planning

Information Technology: ICF Consulting's IT applications enhance organizational performance and optimize IT investment. CIO support services include strategic planning, performance management, business process improvement, program management office support, and portfolio and capital acquisition management. Services include the following:

- Collaborative portals
- Content management
- Data warehousing
- E-government
- E-grants
- Geospatial information systems
- Knowledge management

- Spatial analysis
- Web application development

Management Consulting: ICF Consulting provides management services ranging from developing sound strategies to aligning the organization with its objectives. We use proprietary methodologies, tools, and rigorous analysis—both quantitative and qualitative. ICF supports programs through goal setting, cost-benefit analyses, program evaluation, and cost, schedule, and performance management. Services include the following:

- Customer relationship management
- Knowledge management
- Market and technology strategy
- Portfolio management
- Risk assessment

Strategic Communications: ICF Consulting delivers a full spectrum of marketing, media, and public information services, from conceptualization through execution. Our strategic outlook encompasses highly complex technical, legal, and social issues inherent to government outreach. Services include the following:

- Communications tool development such as media announcements, videos, brochures, logos, Web sites, press kits, and posters and displays
- Market research
- Special events management
- Tailor-made strategies

Training and Education: ICF Consulting tailors training to meet client goals and preferred learning styles. Performance-driven learning approaches and resources include the following:

- Access to top-tier universities
- Curriculum and content development
- Evaluation using instructor-led, e-learning, and blended educational approaches
- Needs assessment

Other ICF GSA Schedules

- Advertising and Integrated Marketing Solutions (AIMS) #GS-23F-0115K
- Environmental Services #GS-10F-0124J
- Logistics Worldwide (LOGWorld) #GS-10F-0578N
- Mission Oriented Business Integrated Services (MOBIS) #GS-23F-8182H
- Energy Management Services (03FAC) #GS-21F-0029W
- Human Resources and Social Services #GS-02F-0072V
- Financial and Business Solutions (FABS) #GS-23F-0107X
- Professional Engineering Services (PES) #GS-23F-0016P