

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

Special Item No. 132-33 Perpetual Software License
Special Item No. 132-34 Maintenance of Software
Special Item No. 132-50 Training
Special Item No. 132-51 Information Technology Professional Services

<u>SOFTWARE LICENSES</u>	<u>CATEGORY CODE</u>
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SIN 132-33 - PERPETUAL SOFTWARE LICENSE	H
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FSC CLASS 7030 - INFORMATION TECHNOLOGY SOFTWARE

Other Software, Not Elsewhere Classified

NOTE: Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interfaces may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program.

Interface may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

SIN 132-51 - INFORMATION TECHNOLOGY PROFESSIONAL SERVICES	S
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FPDS Class D311 Conversion and Implementation Support

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.

Metastorm Federal Inc.
500 East Pratt Street, Suite 1250
Baltimore, MD 21202-3179

443/874-1264

443/874-1336 Fax

<http://www.metastorm.com>

Contract Number: GS-35F-4708G

Period Covered by Contract: 8-26-97 through 8-25-12

Current through Mod 25, effective 06-24-08

General Services Administration
Federal Supply Service

Products and ordering information in this Authorized INFORMATION TECHNOLOGY Schedule Pricelist is also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing GSA's Home Page via Internet at www.gsa.gov

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**INFORMATION FOR ORDERING OFFICES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS**

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the 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!TM on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!TM and the Federal Supply Service 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.

1. **GEOGRAPHIC SCOPE OF CONTRACT:**

The 48 contiguous states and the District of Columbia.

2. **CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:**

Metastorm Federal Inc.
500 East Pratt Street
Suite 1250
Baltimore, MD 21202-3179

Government Commercial Credit Cards will be acceptable for payment. In addition, bank account information for wire transfer payments will be shown on the invoice.

Below are the telephone number(s) that can be used by ordering agencies to obtain technical and/or ordering assistance.

443/874-1300

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 Federal Schedule
Block 16: Contractor Establishment Code (DUNS): 796030369
Block 30: Type of Contractor - Large Business
Block 31: Woman-Owned Small Business - No
Block 34: RESERVED
Block 36: Contractor's Taxpayer Identification Number (TIN): 52-1806631.

- 4a. CAGE Code: 0VRU7
4b. Contractor has registered with the Central Contractor Registration Database.
5. **FOB DESTINATION**

6. **COMMERCIAL DELIVERY SCHEDULE (MULTIPLE AWARD SCHEDULES)**

(a) **TIME OF DELIVERY.** The contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below. Offerors shall insert in the "time of Delivery (days ARO)" column in the Schedule of Items a definite number of calendar days within which delivery will be made. In no case shall the offered delivery time exceed the contractor's normal commercial practice.

ITEMS OR GROUPS OF ITEMS (SIN or Nomenclature)	DELIVERY TIME (DAYS ARO)
132-33	7
132-34	7
132-50	Per Class Schedule
132-51	As Mutually Agreed

(b) **EXPEDITED DELIVERY TIMES.** For those items that can be delivered quicker than the delivery times in paragraph (a), above, the offeror is requested to insert below, a time (hours/days ARO) that delivery can be made when expedited delivery is requested.

ITEMS OR GROUPS OF ITEMS (SIN or Nomenclature)	EXPEDITED DELIVERY TIME (HOURS/DAYS ARO)
None	None

(c) **OVERNIGHT AND 2-DAY DELIVERY TIMES.** Schedule customers may require overnight or 2-day delivery. The offeror is requested to annotate in its pricelist or by separate attachment the items that can be delivered overnight or within 2 days. Contractors offering such delivery service will be required to state in the FSS pricelist details concerning this service.

(d) **URGENT REQUIREMENTS**

When the Federal Supply Schedule 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:

- a. Prompt Payment: 2% - 20 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. Discount for use of Government Commercial Credit Card-None.

8. **PRODUCTION POINTS AND STATEMENT CONCERNING FOREIGN PRODUCED ITEMS:** Not applicable.

9. **STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:** Not applicable.

10. **SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is \$50.

11a. **MAXIMUM ORDER:** (All dollar amounts are exclusive of any discount for prompt payment.)

a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 132-33 - Perpetual Software Licenses
Special Item Number 132-34 – Maintenance of Software
Special Item Number 132-51 - Information Technology (IT) Professional Services

b. The Maximum Order value for the following Special Item Numbers (SINs) is \$25,000:

Special Item Number 132-50 - Training Courses

12. **USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS.** In accordance with FAR 8.404:

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.

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

13.1 **FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):** Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (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 Federal Telecommunication Standards (FED-STDS) should not be acquired unless a

waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards 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, Federal Supply Service, 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. **SECURITY REQUIREMENTS.** In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

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; and
- (3) Product categories.

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

17. **PURCHASE OF INCIDENTAL, NON-SCHEDULE ITEMS**

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (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 Federal Supply Schedule 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 activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. **CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

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

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

None.

Upon request of the Contractor, the Government may provide the Contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions 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, DEINSTALLATION, 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 receive 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 apply.

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

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

http://www.metastorm.com/solutions/solutions_508.asp

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule 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)

**TERMS AND CONDITIONS APPLICABLE TO
PERPETUAL SOFTWARE LICENSE (SPECIAL ITEM 132-33) AND
MAINTENANCE (SPECIAL ITEM 132-34) OF GENERAL PURPOSE
COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE**

1. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any software that has been tendered for acceptance. The Government may require repair or replacement of nonconforming software at no increase in contract price. The Government must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

2. GUARANTEE/WARRANTY

- a. Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.
- b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.
- c. **Limitation of Liability.** Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

3. TECHNICAL SERVICES

The contractor, without additional charge to the Government, shall provide a hot line technical support number 443/874-1301 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:00 a.m. to 8:00 p.m., Eastern Time, Monday through Friday, excluding holidays.

4. SOFTWARE MAINTENANCE

- a. Software maintenance service shall include the following:
access to all new releases, modifications, refinements, corrections, updates, upgrades, improvements and enhancements to Metastorm Federal's software that are generally made available during the term of the relevant Maintenance Agreement as being incorporated into and made a part of Metastorm Federal's licensed software and not separately priced or marketed.
- b. Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). **PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.**

5. PERIODS OF MAINTENANCE (132-34)

- a. The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.
- b. Maintenance may be discontinued by the Government on thirty (30) calendar days written notice to the Contractor.
- c. **Annual Funding.** When annually appropriated funds are cited on an order for maintenance, the period of the maintenance shall automatically expire on September 30 of the contract period, or at the end of the contract

period, whichever occurs first. Renewal of the maintenance orders citing the new appropriation shall be required, if the term maintenance is to be continued during any remainder of the contract period.

d. Cross-Year Funding Within Contract Period. Where an ordering office's specific appropriation authority provides for funds in excess of a 12 month (fiscal year) period, the ordering office may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

e. Ordering offices should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the maintenance is to be terminated at that time. Orders for the continuation of maintenance will be required if the maintenance is to be continued during the subsequent period.

6. UTILIZATION LIMITATIONS - (132-33, AND 132-34)

a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.

b. When acquired by the Government, commercial computer software and related documentation so legend shall be subject to the following:

(1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.

(2) Software licenses are by site and by agency. An agency is defined as a cabinet level or independent agency. The software may be used by any subdivision of the agency (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one agency's site. This would allow other agencies access to one agency's database. For Government public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user agency will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user agency's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user agency.

(3) Except as is provided in paragraph 8.b(2) above, the Government shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the government who have the Government's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the Government to use software, documentation, or information therein, which the Government may already have or obtains without restrictions.

(4) The Government shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of disaster recovery, the Government has the right to transfer the software to another site if the Government site for which it is acquired is deemed to be unsafe for Government personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.

(5) "Commercial Computer Software" may be marked with the Contractor's standard

- (6) commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

7. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

- a. The contractor shall include under this paragraph 9.a. complete description defining software application(s) and a list of equipment on which the software can be used.

The software can be run on Windows application such as Windows 3.10 or 3.11 or Windows 98 or Windows NT or Windows 2000 (as long as the user has full rights).

The software can be run on Windows 2000 SP2 or Windows NT with MTS or Windows XP Professional.

8. RIGHT-TO-COPY PRICING.

Contractor shall insert the discounted pricing, for right-to-copy licenses.

**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF
TRAINING RELATED TO GENERAL PURPOSE INFORMATION TECHNOLOGY
EQUIPMENT AND SOFTWARE
(Special Item 132-50)**

1. SCOPE

a. The Contractor shall provide training courses normally available to commercial customers, which will permit Government users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.

b. The Contractor shall provide training at the Contractor's facility and/or at the Government's location, as agreed to by the Contractor and the Government.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPAs) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

3. TIME OF DELIVERY

The Contractor shall conduct training on the date (time, day, month, and year) agreed to by the Contractor and the Government.

4. CANCELLATION AND RESCHEDULING

a. The Government will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the Government to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the Government will modify its original training order to specify the time and date of the rescheduled training class.

b. In the event the Government fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the Government will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the Government to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.

c. The Government reserves the right to substitute one student for another up to the first day of class.

d. In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the Government, the Contractor must notify the Government at least seventy-two (72) hours before the scheduled training date.

5. FOLLOW-UP SUPPORT

The Contractor agrees to provide each student with unlimited telephone support for a period of one (1) year from the completion of the training course. During this period, the student may contact the Contractor's instructors for refresher assistance and answers to related course curriculum questions.

6. PRICE FOR TRAINING

The price that the Government will be charged will be the Government training price in effect at the time of order placement, or the Government price in effect at the time the training course is conducted, whichever is less.

7. INVOICES AND PAYMENT

Invoices for training shall be submitted by the Contractor after Government completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

8. FORMAT AND CONTENT OF TRAINING

- a. The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings. Such documentation will become the property of the student upon completion of the training class.
- b. ****If applicable**** For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.
- c. The Contractor shall provide each student with a Certificate of Training at the completion of each training course.
- d. The Contractor shall provide the following information for each training course offered:
 - (1) The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);
 - (2) The length of the course;
 - (3) Mandatory and desirable prerequisites for student enrollment;
 - (4) The minimum and maximum number of students per class;
 - (5) The locations where the course is offered;
 - (6) Class schedules; and
 - (7) Price (per student, per class (if applicable)).
- e. For those courses conducted at the Government's location, instructor travel charges (if applicable), including mileage and daily living expenses, must be indicated below. Rates paid as a result of travel must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts.

In accordance with the current DoD Joint Travel Regulations.

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MPV-BPL-ev6	ProVision Best Practices Lab, customer-provided facility, per-day cost for 1 to 3 attendees (maximum class size is 6 attendees), plus trainer travel/living expenses & student manual shipping charge	The BPLP provides specialized training for modelers desiring to maximize the potential of ProVision to model business, system or technology artifacts and their relationships. A primary emphasis of the BPLP is for students to "learn by doing" under the guidance of a senior modeler. BPLP's are small, focused training sessions and provide great latitude for the attendees to set the pace and direction of the course. Attendees bring their own project work to class and are mentored on best practice techniques while utilizing ProVision.	Established by the attendees, not to exceed 5 days.	BPLP attendees are required to have completed at least a 100-level ProVision training class. Actual project experience with ProVision is highly recommended. The attendee will bring at least one project topic to cover during the class.	Minimum of 1 attendee; Maximum of 6	Attendee-sponsored facility	Scheduled upon request
MPV-BPL-ev6-A	ProVision Best Practices Lab, customer-provided facility, add one additional attendee to MPV-BPL-ev6, per day cost (maximum class size is 6 attendees)	The BPLP provides specialized training for modelers desiring to maximize the potential of ProVision to model business, system or technology artifacts and their relationships. A primary emphasis of the BPLP is for students to "learn by doing" under the guidance of a senior modeler. BPLP's are small, focused training sessions and provide great latitude for the attendees to set the pace and direction of the course. Attendees bring their own project work to class and are mentored on best practice techniques while utilizing ProVision.	Established by the attendees, not to exceed 5 days.	Same as above	Same as above	Same as above	Same as above
MPV-DES	Discrete Event Simulation using ProVision, 1-day public class, Metastorm-provided facility, cost per attendee (maximum class size is 20 attendees)	The DES class provides an introduction to the principles of Discrete Event Simulation using Metastorm ProVision, including the correct use of Agents, Resources, Entities & Commodities, correctly setting duration and capacity parameters, and how to analyze 9 different charts and grids resultant from a simulation to gain business understanding of timing, costs, bottlenecks, and the impact of resource and commodity allocations for both as-is and what-if workflow models.	1 Day	DES attendees are required to have completed either the 103 Enterprise Architecture Modeling using DoDAF & ProVision class or 101 Business Process Analysis using ProVision class.	Minimum of 1 attendee; Maximum of 20	Metastorm-sponsored facility with enrollment open to the public (i.e. a public class)	Scheduled regularly throughout the year; dates posted on the Metastorm training web page.

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MPV-DES-CS	Discrete Event Simulation using ProVision, 1 day class, Attendee sponsored facility, Cost for 4-12 Attendees (max class size is 20 attendees), plus trainer travel/living expenses & student manual shipping charge	The DES class provides an introduction to the principles of Discrete Event Simulation using Metastorm ProVision, including the correct use of Agents, Resources, Entities & Commodities, correctly setting duration and capacity parameters, and how to analyze 9 different charts and grids resultant from a simulation to gain business understanding of timing, costs, bottlenecks, and the impact of resource and commodity allocations for both as-is and what-if workflow models.	1 Day	DES attendees are required to have completed either the 103 Enterprise Architecture Modeling using DoDAF & ProVision class or 101 Business Process Analysis using ProVision class.	Minimum of 4 attendees; Maximum of 20	Attendee-sponsored facility	Scheduled upon request
MPV-DES-CS-A	Discrete Event Simulation using ProVision, 1-day private class, customer-provided facility, add one additional attendee to MPV-DES-CS (maximum class size is 20 attendees)	The DES class provides an introduction to the principles of Discrete Event Simulation using Metastorm ProVision, including the correct use of Agents, Resources, Entities & Commodities, correctly setting duration and capacity parameters, and how to analyze 9 different charts and grids resultant from a simulation to gain business understanding of timing, costs, bottlenecks, and the impact of resource and commodity allocations for both as-is and what-if workflow models.	1 Day	Same as above	Same as above	Same as above	Same as above
MPV-DES-CW	Discrete Event Simulation using ProVision, 1-day private class, customer-provided web-based venue, Cost for 4 to 12 attendees	The DES class provides an introduction to the principles of Discrete Event Simulation using Metastorm ProVision, including the correct use of Agents, Resources, Entities & Commodities, correctly setting duration and capacity parameters, and how to analyze 9 different charts and grids resultant from a simulation to gain business understanding of timing, costs, bottlenecks, and the impact of resource and commodity allocations for both as-is and what-if workflow models.	1 Day	DES attendees are required to have completed either the 103 Enterprise Architecture Modeling using DoDAF & ProVision class or 101 Business Process Analysis using ProVision class.	Minimum of 4 attendees; Maximum of 20	Web-based synchronous venue provided by Attendees' Sponsoring Organization	Scheduled upon request

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MPV-DES-CW-A	Discrete Event Simulation using ProVision, 1-day private class, customer-provided web-based venue, add one additional attendee to MPV-DES-CW (maximum class size is 20 attendees)	The DES class provides an introduction to the principles of Discrete Event Simulation using Metastorm ProVision, including the correct use of Agents, Resources, Entities & Commodities, correctly setting duration and capacity parameters, and how to analyze 9 different charts and grids resultant from a simulation to gain business understanding of timing, costs, bottlenecks, and the impact of resource and commodity allocations for both as-is and what-if workflow models.	1 Day	Same as above	Same as above	Same as above	Same as above
MPV-DES-WC	Discrete Event Simulation using ProVision, 1-day private class, Metastorm-provided web-based venue, cost for 4 to 12 attendees	The DES class provides an introduction to the principles of Discrete Event Simulation using Metastorm ProVision, including the correct use of Agents, Resources, Entities & Commodities, correctly setting duration and capacity parameters, and how to analyze 9 different charts and grids resultant from a simulation to gain business understanding of timing, costs, bottlenecks, and the impact of resource and commodity allocations for both as-is and what-if workflow models.	1 Day	DES attendees are required to have completed either the 103 Enterprise Architecture Modeling using DoDAF & ProVision class or 101 Business Process Analysis using ProVision class.	Minimum of 4 attendees; Maximum of 20	Web-based synchronous venue provided by Metastorm with attendance restricted to attendees' sponsoring organization (i.e. a private class)	Scheduled upon request
MPV-DES-WC-A	Discrete Event Simulation using ProVision, 1-day private class, Metastorm-provided web-based venue, add one additional attendee to MPV-DES-WC (maximum class size is 20 attendees)	The DES class provides an introduction to the principles of Discrete Event Simulation using Metastorm ProVision, including the correct use of Agents, Resources, Entities & Commodities, correctly setting duration and capacity parameters, and how to analyze 9 different charts and grids resultant from a simulation to gain business understanding of timing, costs, bottlenecks, and the impact of resource and commodity allocations for both as-is and what-if workflow models.	1 Day	Same as above	Same as above	Same as above	Same as above

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MPV-DES-WP	Discrete Event Simulation using ProVision, 1-day public class, Metastorm web-based venue, cost per attendee (maximum class size is 20 attendees)	The DES class provides an introduction to the principles of Discrete Event Simulation using Metastorm ProVision, including the correct use of Agents, Resources, Entities & Commodities, correctly setting duration and capacity parameters, and how to analyze 9 different charts and grids resultant from a simulation to gain business understanding of timing, costs, bottlenecks, and the impact of resource and commodity allocations for both as-is and what-if workflow models.	1 Day	DES attendees are required to have completed either the 103 Enterprise Architecture Modeling using DoDAF & ProVision class or 101 Business Process Analysis using ProVision class.	Minimum of 1 attendee; Maximum of 20	Web-based synchronous venue provided by Metastorm with enrollment open to the public (i.e. a public class)	Scheduled regularly throughout the year; dates posted on the Metastorm training web page.
MPV-DoDAF	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day public class, Metastorm-provided facility, cost per attendee (maximum class size is 20 attendees)	The EAM DoDAF class provides coverage of ProVision Basics (Structure, Navigation, Utilities, Model Editing), DoDAF artifacts AV-1, AV-2, OV-1, OV-2, OV-3, OV-4, OV-5, OV-6a, OV-6b, OV-6c, OV-7, SV-1, SV-2, SV-3, SV-4, SV-5, SV-6, SV-7, SV-8, SV-9, SV-10a, SV-10b, SV-10c, SV-11, TV-1, TV-2, ProVision Printing, Publishing, Reporting, Bulk Input and Output (Translator) & Working as a Team	5 days	None	Minimum of 1 attendee; Maximum of 20	Metastorm-sponsored facility with enrollment open to the public (i.e. a public class)	Scheduled regularly throughout the year; date posted on the Metastorm training web page.
MPV-DoDAF-CS	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, customer-provided facility, cost for 4 to 12 attendees, plus trainer travel/living expenses & student manual shipping charge	The EAM DoDAF class provides coverage of ProVision Basics (Structure, Navigation, Utilities, Model Editing), DoDAF artifacts AV-1, AV-2, OV-1, OV-2, OV-3, OV-4, OV-5, OV-6a, OV-6b, OV-6c, OV-7, SV-1, SV-2, SV-3, SV-4, SV-5, SV-6, SV-7, SV-8, SV-9, SV-10a, SV-10b, SV-10c, SV-11, TV-1, TV-2, ProVision Printing, Publishing, Reporting, Bulk Input and Output (Translator) & Working as a Team	5 days	None	Minimum of 4 attendees; Maximum of 20	Attendee-sponsored facility	Scheduled upon request

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MPV-DoDAF-CS-A	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, customer-provided facility, add one additional attendee to MPV-DoDAF-CS (maximum class size is 20 attendees)	The EAM DoDAF class provides coverage of ProVision Basics (Structure, Navigation, Utilities, Model Editing), DoDAF artifacts AV-1, AV-2, OV-1, OV-2, OV-3, OV-4, OV-5, OV-6a, OV-6b, OV-6c, OV-7, SV-1, SV-2, SV-3, SV-4, SV-5, SV-6, SV-7, SV-8, SV-9, SV-10a, SV-10b, SV-10c, SV-11, TV-1, TV-2, ProVision Printing, Publishing, Reporting, Bulk Input and Output (Translator) & Working as a Team	5 days	Same as above	Same as above	Same as above	Same as above
MPV-DoDAF-CW	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, customer-provided web-based venue, Cost for 4 to 12 attendees	The EAM DoDAF class provides coverage of ProVision Basics (Structure, Navigation, Utilities, Model Editing), DoDAF artifacts AV-1, AV-2, OV-1, OV-2, OV-3, OV-4, OV-5, OV-6a, OV-6b, OV-6c, OV-7, SV-1, SV-2, SV-3, SV-4, SV-5, SV-6, SV-7, SV-8, SV-9, SV-10a, SV-10b, SV-10c, SV-11, TV-1, TV-2, ProVision Printing, Publishing, Reporting, Bulk Input and Output (Translator) & Working as a Team	5 days	None	Minimum of 4 attendees; Maximum of 20	Web-based synchronous venue provided by Attendees' Sponsoring Organization	Scheduled upon request
MPV-DoDAF-CW-A	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, customer-provided web-based venue, add one additional attendee to MPV-DoDAF-CW (maximum class size is 20 attendees)	Same as above The EAM DoDAF class provides coverage of ProVision Basics (Structure, Navigation, Utilities, Model Editing), DoDAF artifacts AV-1, AV-2, OV-1, OV-2, OV-3, OV-4, OV-5, OV-6a, OV-6b, OV-6c, OV-7, SV-1, SV-2, SV-3, SV-4, SV-5, SV-6, SV-7, SV-8, SV-9, SV-10a, SV-10b, SV-10c, SV-11, TV-1, TV-2, ProVision Printing, Publishing, Reporting, Bulk Input and Output (Translator) & Working as a Team	5 days	Same as above	Same as above	Same as above	Same as above

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MPV-DoDAF-MWC	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, Metastorm-provided web-based venue, cost for 4 to 12 attendees	The EAM DoDAF class provides coverage of ProVision Basics (Structure, Navigation, Utilities, Model Editing), DoDAF artifacts AV-1, AV-2, OV-1, OV-2, OV-3, OV-4, OV-5, OV-6a, OV-6b, OV-6c, OV-7, SV-1, SV-2, SV-3, SV-4, SV-5, SV-6, SV-7, SV-8, SV-9, SV-10a, SV-10b, SV-10c, SV-11, TV-1, TV-2, ProVision Printing, Publishing, Reporting, Bulk Input and Output (Translator) & Working as a Team	5 days	None	Minimum of 4 attendees; Maximum of 20	Web-based synchronous venue provided by Metastorm with attendance restricted to attendees' sponsoring organization (i.e. a private class)	Scheduled upon request
MPV-DoDAF-MWC-A	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, Metastorm-provided web-based venue, add one additional attendee to MPV-DoDAF-MWC (maximum class size is 20 attendees)	The EAM DoDAF class provides coverage of ProVision Basics (Structure, Navigation, Utilities, Model Editing), DoDAF artifacts AV-1, AV-2, OV-1, OV-2, OV-3, OV-4, OV-5, OV-6a, OV-6b, OV-6c, OV-7, SV-1, SV-2, SV-3, SV-4, SV-5, SV-6, SV-7, SV-8, SV-9, SV-10a, SV-10b, SV-10c, SV-11, TV-1, TV-2, ProVision Printing, Publishing, Reporting, Bulk Input and Output (Translator) & Working as a Team	5 days	Same as above	Same as above	Same as above	Same as above
MPV-DoDAF-WP	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day public class, Metastorm-provided web-based venue, cost per attendee (maximum class size is 20 attendees)	The EAM DoDAF class provides coverage of ProVision Basics (Structure, Navigation, Utilities, Model Editing), DoDAF artifacts AV-1, AV-2, OV-1, OV-2, OV-3, OV-4, OV-5, OV-6a, OV-6b, OV-6c, OV-7, SV-1, SV-2, SV-3, SV-4, SV-5, SV-6, SV-7, SV-8, SV-9, SV-10a, SV-10b, SV-10c, SV-11, TV-1, TV-2, ProVision Printing, Publishing, Reporting, Bulk Input and Output (Translator) & Working as a Team	5 days	None	Minimum of 1 attendee; Maximum of 20	Web-based synchronous venue provided by Metastorm with enrollment open to the public (i.e. a public class)	Scheduled regularly throughout the year; date posted on the Metastorm training web page.

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MSBPL-ev7	Metastorm Best Practices Lab (BPL)	The BPL provides specialized training for Metastorm developers and administrators and is targeted towards specific requirements established by the attendees prior to the class. A primary emphasis of the BPL is for students to "learn by doing" under the guidance of senior development staff and instructors. BPLs are small, focused training sessions and provide great latitude for both the trainer and attendees to set the pace and direction of the course.	Established by the attendee, not to exceed 5 days.	BPL attendees are required to have completed an Metastorm training class. The attendee will provide the BPL hardware and will bring a project specification to the session.	Minimum of 1 attendee; Maximum = Intended for Small Focused groups - established by attendee	Baltimore, MD; Tampa, FL; Wimbledon UK; or attendee sponsored facility	Scheduled upon request
MSBPL-ev7-1	Metastorm Best Practices Lab (BPL)	The BPL provides specialized training for Metastorm developers and administrators and is targeted towards specific requirements established by the attendees prior to the class. A primary emphasis of the BPL is for students to "learn by doing" under the guidance of senior development staff and instructors. BPLs are small, focused training sessions and provide great latitude for both the trainer and attendees to set the pace and direction of the course.	Established by the attendee, not to exceed 5 days.	Same as above	Same as above	Same as above	Same as above
MSMQAD3	Training Services - Vendor Facility - WebSphere Administration	Students will learn to install, configure and administer WebSphere MQ. The class makes use of several labs to reinforce lecture material covered. Students will create queue managers, queues, processes, triggers, and exchange messages between queue managers. This class is designed for students preparing to make use of WebSphere MQ. Administrators and application developers who need knowledge of how to configure and administer WebSphere MQ can attend the class.	3 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.metastorm.com/services/trg.asp#trg_cal
MSMQAD3-CS	Training Services -On-Site Customer Facility - WebSphere Administration	Students will learn to install, configure and administer WebSphere MQ. The class makes use of several labs to reinforce lecture material covered. Students will create queue managers, queues, processes, triggers, and exchange messages between queue managers. This class is designed for students preparing to make use of WebSphere MQ. Administrators and application developers who need knowledge of how to configure and administer WebSphere MQ can attend the class.	3 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSMQCO	Training Services - Vendor Facility - WebSphere Comprehensive Workshop	Students will learn to install, configure, administer, use and develop applications for Websphere. Class designed for students preparing to make use of Web sphere MQ including Administrators and application developers who need knowledge of how to configure and use WebSphere.	5 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.metastorm.com/services/trg.asp#trg_cal

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MSMQCO-CS	Training Services -On-Site Customer Facility - WebSphere Comprehensive Workshop	Students will learn to install, configure, administer, use and develop applications for Websphere. Class designed for students preparing to make use of Web sphere MQ including Administrators and application developers who need knowledge of how to configure and use WebSphere.	5 days	Individual Course Descriptions can be viewed at: http://www.meta storm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSMQOV1	Training Services - WebSphere MQ Overview	Students will gain a high level understanding of the components that make up WebSphere MQ and what it is. WebSphere MQ planning, middleware, and messaging concepts are discussed. Class is designed for students preparing to make use of WebSphere MQ and decision makers who want to gain an understanding of what WebSphere MQ is and how it works.	1 day	Individual Course Descriptions can be viewed at: http://www.meta storm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.met storm.com/services/trg.asp#trg_cal
MSMQOV1-CS	Training Services - On-Site Customer Facility - WebSphere MQ Overview	Students will gain a high level understanding of the components that make up WebSphere MQ and what it is. WebSphere MQ planning, middleware, and messaging concepts are discussed. Class is designed for students preparing to make use of WebSphere MQ and decision makers who want to gain an understanding of what WebSphere MQ is and how it works.	1 day	Individual Course Descriptions can be viewed at: http://www.meta storm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSMQPR5	Training Services - Vendor Facility - WebSphere Application Programming	Students will learn to write programs using procedural languages, which make use of MQI for facilitating application development within an WebSphere MQ environment. All MQI calls will be discussed in detail and made use of in labs that create real-world applications. This class is designed for students preparing to make use of WebSphere MQ from an application development perspective	3 days	Individual Course Descriptions can be viewed at: http://www.meta storm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.met storm.com/services/trg.asp#trg_cal
MSMQPR5-CS	Training Services - On-Site Customer Facility - WebSphere Application Programming	Students will learn to write programs using procedural languages, which make use of MQI for facilitating application development within an WebSphere MQ environment. All MQI calls will be discussed in detail and made use of in labs that create real-world applications. This class is designed for students preparing to make use of WebSphere MQ from an application development perspective	3 days	Individual Course Descriptions can be viewed at: http://www.meta storm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSMQQU2	Training Services - Vendor Facility - WebSphere MQ Quick Start	Students will gain a high level understanding of the components that make up WebSphere MQ and what it is. WebSphere MQ planning, middleware, and messaging concepts are discussed. This class includes a basic hands on lab. Class is designed for students preparing to make use of WebSphere MQ and want to gain an understanding of what Websphere MQ is and how it works.	1 day	Individual Course Descriptions can be viewed at: http://www.meta storm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.met storm.com/services/trg.asp#trg_cal

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MSMQQU2-CS	Training Services - On-Site Customer Facility - WebSphere MQ Quick Start	Students will gain a high level understanding of the components that make up WebSphere MQ and what it is. WebSphere MQ planning, middleware, and messaging concepts are discussed. This class includes a basic hands on lab. Class is designed for students preparing to make use of WebSphere MQ and want to gain an understanding of what Websphere MQ is and how it works.	1 day	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSTCS-ev7	Metastorm Training Services - On-Site Customer Facility	MBPM101 - BPM Overview for Process Analysts (This hands-on course introduces Metastorm concepts and terminology. It demonstrates the potential that Metastorm provides to overcome your BPM challenges - 1 day lecture, discussion and hands on). MBPM Foundation course (The target audience for this course is individuals that will me using Metastorm to automate business processes -4 day modular course, lecture, discussion and hands-on. Day 1 is the abbreviated MBPM101 for Process Analysts, Day 2 – 3 is MBPM102 for Process Developers and Day 4 is MBPM103 for Process Architects). MBPM201 – BPM System Administration (The target audience would be people responsible for the day -to-day administration of a Metastorm BPM implementation – 2 days of lecture, discussion and hands-on). MBPM301 - BPM Insight (This hands on course provides users with the required skills to develop metrics, reports and dashboards to report on their e-Work Procedure activities . The class focuses on 3 main areas: Snapshot Reports, Trend Reports and Customizable Reports. - 1 day lecture, discussion and hands on).	See Course Descriptions	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/bpm_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSTCS-ev7-1	Metastorm Training Services - On-Site Customer Facility	MBPM101 - BPM Overview for Process Analysts (This hands-on course introduces Metastorm concepts and terminology. It demonstrates the potential that Metastorm provides to overcome your BPM challenges - 1 day lecture, discussion and hands on). MBPM Foundation course (The target audience for this course is individuals that will me using Metastorm to automate business processes -4 day modular course, lecture, discussion and hands-on. Day 1 is the abbreviated MBPM101 for Process Analysts, Day 2 – 3 is MBPM102 for Process Developers and Day 4 is MBPM103 for Process Architects). MBPM201 – BPM System Administration (The target audience would be people responsible for the day -to-day administration of a Metastorm BPM implementation – 2 days of lecture, discussion and hands-on). MBPM301 - BPM Insight (This hands on course provides users with the required skills to develop metrics, reports and dashboards to report on their e-Work Procedure activities. The class focuses on 3 main areas: Snapshot Reports, Trend	See Course Descriptions	Same as above	Same as above	Same as above	Same as above

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
		Reports and Customizable Reports. - 1 day lecture, discussion and hands on).					
MST-ev7	Metastorm Training Services - Vendor Facility	MBPM101 - BPM Overview for Process Analysts (This hands-on course introduces Metastorm concepts and terminology. It demonstrates the potential that Metastorm provides to overcome your BPM challenges - 1 day lecture, discussion and hands on). MBPM Foundation course (The target audience for this course is individuals that will be using Metastorm to automate business processes -5 day modular course, lecture, discussion and hands-on. Day 1 is the abbreviated MBPM101 for Process Analysts, Day 2 – 4 is MBPM102 for Process Developers and Day 5 is MBPM103 for Process Architects). MBPM201 – BPM System Administration (The target audience would be people responsible for the day-to-day administration of a Metastorm BPM implementation – 2 days of lecture, discussion and hands-on). MBPM301 - BPM Insight (This hands on course provides users with the required skills to develop metrics, reports and dashboards to report on their e-Work Procedure activities. The class focuses on 3 main areas: Snapshot Reports, Trend Reports and Customizable Reports. - 1 day lecture, discussion and hands on). *NOTE: Description Continued under Length of Course	*NOTE: Continued from Course Description - MPBM401a - SharePoint 3.0 Integration using Metastorm version 7.5 (1 day hands on course covering the setup and use of our SharePoint Web Parts). MBPM401b - .NET PO, Web Service PO and ECL using Metastorm version 7.5 (1 day hands on course introducing Metastorms .NET PO,	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/bpm_trg.asp	Minimum = 3 and Maximum = 12	Baltimore, MD; Reston, VA; Tampa, FL; Wimbledon UK	Training Schedule available at: http://www.metastorm.com/services/trg.asp#trg_cal

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
			Web Service PO and ECL).				
MSTRPM1	Training Services - Vendor Facility - MIM Technical Introduction	In this lecture only class, the student will acquire an introductory level of knowledge of various aspects of MIM including: concepts, basic file transfer, components, key features, planning, installation, management, monitoring and advanced features. The students will have an understanding of the products use, implementation, and management capabilities to provide organizations with state of the art data integration.	1 Day	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.metastorm.com/services/trg.asp#trg_cal
MSTRPM1-CS	Training Services - On-Site Customer Facility MIM Technical Introduction -	In this lecture only class, the student will acquire an introductory level of knowledge of various aspects of MIM including: concepts, basic file transfer, components, key features, planning, installation, management, monitoring and advanced features. The students will have an understanding of the products use, implementation, and management capabilities to provide organizations with state of the art data integration.	1 Day	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSTRPM3	Training Services - Vendor Facility - MIM Comprehensive	Students learn the components and architecture that make up MS Process Manager. They will move data under several different configurations and scenarios. Data movement, message flow and security, logging and status subsystems will be discussed. Class designed for students preparing to make use of MS Process Manager to move data within their enterprise and who want to understand how MS Process Manager	5 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.metastorm.com/services/trg.asp#trg_cal

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
		can be used to help facilitate Enterprise Application Integration.					
MSTRPM3-CS	Training Services -On-Site Customer Facility - MIM Comprehensive	Students learn the components and architecture that make up MS Process Manager. They will move data under several different configurations and scenarios. Data movement, message flow and security, logging and status subsystems will be discussed. Class designed for students preparing to make use of MS Process Manager to move data within their enterprise and who want to understand how MS Process Manager can be used to help facilitate Enterprise Application Integration.	5 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSTRPM5	Training Services - Vendor Facility - MIM CICS Comprehensive	Students will get a basic understanding MIM: CICS. Students will learn to create and manager Web Service Interfaces to CICS resources, programs and data. Developers will work with GUI tools on Windows-based systems to define an manipulate Web service interfaces to front-end CICS managed resources. Students will create composite business processes, integrate existing 3270 applications into Web Services and integrate external Web Services into existing applications. Class is designed for technical professionals, future architects and developers for MIM:CICS.	5 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.metastorm.com/services/trg.asp#trg_cal
MSTRPM5-CS	Training Services - On-Site Customer Facility - MIM CICS Comprehensive	Same as above Students will get a basic understanding MIM: CICS. Students will learn to create and manager Web Service Interfaces to CICS resources, programs and data. Developers will work with GUI tools on Windows-based systems to define an manipulate Web service interfaces to front-end CICS managed resources. Students will create composite business processes, integrate existing 3270 applications into Web Services and integrate external Web Services into existing applications. Class is designed for technical professionals, future architects and developers for MIM:CICS.	5 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSTRPM7	Training Services - Vendor Facility - MIM Introduction, Usage, & Administration	Students will learn to understand the components and architecture that make-up MIM. They will move data under several different configurations and scenarios to other students in the class. Data movement, message flow, security, logging and status subsystems will be discussed. The class is designed for data within their enterprise.	3 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.metastorm.com/services/trg.asp#trg_cal

Part #	Description	Brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);	The length of the course	Mandatory and desirable prerequisites for student enrollment	The minimum and maximum number of students per class	The locations where the course is offered	Class schedules, if scheduled
MSTRPM7-CS	Training Services -On-Site Customer Facility - MIM Introduction, Usage, & Administration	Students will learn to understand the components and architecture that make-up MIM. They will move data under several different configurations and scenarios to other students in the class. Data movement, message flow, security, logging and status subsystems will be discussed. The class is designed for data within their enterprise.	3 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request
MSTRPM8	Training Services - Vendor Facility - MIM Integration Overview	Students will learn how to program and execute Transfer Request Exits. Students will then be able to write integration code to existing and new business systems as part of a Transfer Request. In addition to labs, the discussions also talk to message flows, security, logging and status subsystems. This class is designed for students preparing to make use of Metastorm Integration Manager to move data within their enterprise and who want to understand how MIM can be used to help facilitate Advanced Enterprise Application Integration.	2 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Minimum = 3 and Maximum = 12	Tampa, FL	Training Schedule available at: http://www.metastorm.com/services/trg.asp#trg_cal
MSTRPM8-CS	Training Services -On-Site Customer Facility - MIM Integration Overview	Students will learn how to program and execute Transfer Request Exits. Students will then be able to write integration code to existing and new business systems as part of a Transfer Request. In addition to labs, the discussions also talk to message flows, security, logging and status subsystems. This class is designed for students preparing to make use of Metastorm Integration Manager to move data within their enterprise and who want to understand how MIM can be used to help facilitate Advanced Enterprise Application Integration.	2 days	Individual Course Descriptions can be viewed at: http://www.metastorm.com/services/int_trg.asp	Maximum = 12	Attendee Provided Facility	Scheduled upon request

9. **“NO CHARGE” TRAINING**

The Contractor shall describe any training provided with equipment and/or software provided under this contract, free of charge, in the space provided below.

None.

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

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT 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

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or 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

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.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT SERVICES AND PRICING

See price list

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

Metastorm Federal Inc. 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 ([Mark McGonigle, 215/345-5932, 443/874-1336 Fax, \[mmcgonigle@metastorm.com\]\(mailto:mmcgonigle@metastorm.com\)](mailto:Mark.McGonigle@metastorm.com)).

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (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); and

(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.

BASIC GUIDELINES FOR USING
“CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule 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 Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule 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.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.

SIN	PART #	DESCRIPTION	GSA
132-50	MSBPL-EV7	Metastorm BPM Best Practices Lab (BPL) , per day for two attendees	\$ 1,712.85
132-50	MSBPL-EV7-1	Metastorm BPM Best Practices Lab (BPL) per day per additional attendee to MSBPL-ev7	\$ 856.42
132-33	MSC01-EV7	Metastorm BPM User, per named user	\$ 235.52
132-33	MSCFOE-EV7	Metastorm BPM Clients for Office, per installed Enterprise Server - Unlimited named users	\$ 25,692.70
132-33	MSCFO-EV7	Metastorm BPM Clients for Office, per installed Workgroup or Standard Server, restricted to Maximum 1000 named users	\$ 8,564.23
132-33	MSCFOP-EV7	Metastorm BPM Clients for Office, per installed Power Server, restricted to Maximum 2500 named users	\$ 12,846.35
132-51	MSCONS-EV5	Metastorm Consulting Services Legacy Versions 5 - 6.6.3 series	\$ 1,284.66
132-33	MSD-EV7	e-Work Designer, per named user	\$ 5,138.54
132-33	MSDIE-EV7	Metastorm Directory Integration , per installed Enterprise Server - Unlimited named users	\$ 21,410.58
132-33	MSDI-EV7	Metastorm Directory Integration , per installed Workgroup or Standard Server restricted to Maximum 1000 named users	\$ 8,564.23
132-33	MSDIP-EV7	Metastorm Directory Integration , per installed Power Server, restricted to Maximum 2500 named users	\$ 12,846.35
132-33	MSDSV-EV7	Metastorm BPM Development or Test Server, per installed machine	\$ 12,846.35
132-33	MSE-EV7	Envision, per named user	\$ 5,743.07
132-33	MSIN01	Metastorm Insight – Standard Workgroup Server, per installed machine	\$ 33,501.26
132-33	MSIN03	Metastorm Insight – Universal Enterprise Server, per installed machine	\$ 71,788.41
132-33	MSIN1DC-SS	Metastorm Insight One Additional Data Source Connector – Standard Server, per installed machine	\$ 14,357.68

132-33	MSIN1DC-US	Metastorm Insight One Additional Data Source Connector – Universal Server, per installed machine	\$ 28,715.37
132-33	MSIN2DC-SS	Metastorm Insight – Two Additional Data Source Connector – Standard Server, per installed machine	\$ 23,929.47
132-33	MSIN2DC-US	Metastorm Insight – Two Additional Data Source Connector – Universal Server, per installed machine	\$ 47,858.94
132-33	MSIN3DC-SS	Metastorm Insight – Three Additional Data Source Connector – Standard Server, per installed machine	\$ 28,715.37
132-33	MSIN3DC-US	Metastorm Insight – Three Additional Data Source Connector – Universal Server, per installed machine	\$ 62,216.62
132-33	MSINAD01	Metastorm Insight Adaptor – Standard Server, per installed machine, user must be a licensed Hyperion customer	\$ 9,571.79
132-33	MSINAD03	Metastorm Insight Adaptor – Universal Server, per installed machine, user must be a licensed Hyperion customer	\$ 23,929.47
132-33	MSINDS01	Metastorm Insight –Standard Development/Test Server, per installed machine, must also have license for the full use version	\$ 9,571.79
132-33	MSINDS03	Metastorm Insight –Universal Development/Test Server, per installed machine, must also have license for the full use version	\$ 23,929.47
132-34	MSM-ADD	Additional named user for either MSM-S or MSM-P, Annual Charge	\$ 3,254.41
132-33	MSMI-EV7	Metastorm Messaging Integration , per installed machine	\$ 8,564.23
132-33	MSMIMCICS	MIM for CICS per VUE	\$ 4,282.12
132-33	MSMIMCICSTEST	MIM Development or Test License for MIM for CICS per VUE outside of the production environment and customer must already have the corresponding MIM for CICS production license for the VUEs	\$ 1,284.63
132-33	MSMIMIBMTEST	MIM Development or Test License for MIM Integration Server for IBM z/OS per VUE outside of the production environment and customer must already have the corresponding MIM Integration Server for IBM z/OS production license for the VUEs	\$ 899.24
132-33	MSMIMMCN	MIM Managed File Transfer Node per CPU Core	\$ 1,712.85

132-33	MSMIMMCNTEST	MIM Development or Test License for MIM Managed File Transfer Node per CPU Core and customer must already have the corresponding MIM Managed File Transfer Node production license for the CPU Core	\$ 513.85
132-33	MSMIMMN	MIM Integration Server per CPU Core	\$ 3,425.69
132-33	MSMIMNIBM	MIM Integration Server for IBM z/OS per VUE	\$ 2,997.48
132-33	MSMIMNTEST	MIM Development or Test License for MIM Integration Server per CPU Core and customer must already have a MIM Integration Server production license	\$ 1,027.71
132-33	MSMIMSE	MIM Enterprise Server, per installed machine	\$ 42,821.16
132-33	MSMIMSEIBM	MIM Enterprise Server for IBM z/OS, per installed machine	\$ 64,231.74
132-33	MSMIMSETEST	MIM Development or Test License for MIM Enterprise Server- per installed machine and a MIM Server license is required for each Development / Test license	\$ 12,846.35
132-33	MSMIMSETESTIBM	MIM Development or Test License for MIM Enterprise Server for IBM z/OS per installed machine and a MIM Enterprise Server for IBM z/OS is required for each Development / Test license	\$ 19,269.52
132-33	MSMIMW	MIM Workbench per installed machine (Windows only), inside or outside of the production environment	\$ 6,423.17
132-50	MSMQAD3	Training Services - WebSphere Administration - Vendor Facility, per student for 3 day course	\$ 1,070.53
132-50	MSMQAD3-CS	Training Services - On-Site Customer Facility, WebSphere Administration, per 3 day course plus trainer travel expenses, max. 12 students	\$ 8,028.97
132-50	MSMQCO	Training Services - WebSphere Comprehensive Workshop - Vendor Facility, per student for 5 day course	\$ 1,926.95
132-50	MSMQCO-CS	Training Services - On-Site Customer Facility, WebSphere Comprehensive Workshop, per 5 day course plus trainer travel expenses, max. 12 students	\$ 12,842.07
132-50	MSMQOV1	Training Services - WebSphere MQ Overview - Vendor Facility, per student for 1 day course	\$ 363.98
132-50	MSMQOV1-CS	Training Services - On-Site Customer Facility, WebSphere MQ Overview, per 1 day course plus trainer travel expenses, max. 12 students	\$ 2,740.55

132-50	MSMQPR5	Training Services - WebSphere Application Programming - Vendor Facility, per student for 3 day course	\$ 1,070.53
132-50	MSMQPR5-CS	Training Services - On-Site Customer Facility, WebSphere Application Programming, per 3 day course plus trainer travel expenses, max. 12 students	\$ 8,028.97
132-50	MSMQQU2	Training Services - Web sphere MQ Quick Start - Vendor Facility, per student for 1 day course	\$ 363.98
132-50	MSMQQU2-CS	Training Services - On-Site Customer Facility, WebSphere MQ Quick Start, per 1 day course plus trainer travel expenses, max. 12 students	\$ 2,740.55
132-33	MSPOJN-EV7	Metastorm Process Orchestrator for JAVA, .NET, Web Services per named user	\$ 2,141.06
132-33	MSPOJNEV-PS-EV7	Metastorm Process Orchestrator for JAVA, .NET, Web Services, per installed Power Server, restricted to Maximum 2500 named users	\$ 12,846.35
132-33	MSPOJNEV-SS-EV7	Metastorm Process Orchestrator for JAVA, .NET, Web Services, per installed Workgroup or Standard Server, restricted to a maximum 1000 named users	\$ 8,564.23
132-33	MSPOJNEV-US-EV7	Metastorm Process Orchestrator for JAVA, .NET, Web Services, per installed Enterprise Server, Unlimited named users	\$ 21,410.58
132-34	MSSDK-EV7	Support for Metastorm BPM Software Development Kit (SDK), per named developer - per year	\$ 1,712.85
132-50	MSTCS-EV7	Metastorm BPM Training Services - On-Site Customer Facility, per course per day plus trainer travel expenses, max. 8 students	\$ 3,168.77
132-50	MSTCS-EV7-1	Metastorm BPM Training Services - additional attendee to MSTCS-ev7 per student per day with a max.of 4 additional students	\$ 471.03
132-50	MST-EV7	Metastorm BPM Training Services - Vendor Facility, per student per day	\$ 685.14
132-50	MSTRPM1	Training Services - MIM Technical Introduction - Vendor Facility, per student for 1 day course	\$ 428.21
132-50	MSTRPM1-CS	Training Services - On-Site Customer Facility, MIM Technical Introduction, per 1 day course plus trainer travel expenses, max. 12 students	\$ 3,853.90

132-50	MSTRPM3	Training Services - MIM Comprehensive - Vendor Facility, per student for 5 day course	\$ 2,141.06
132-50	MSTRPM3-CS	Training Services - MIM Comprehensive - On-Site Customer Facility, per 5 day course plus trainer travel expenses, max. 12 students	\$ 14,554.91
132-50	MSTRPM5	Training Services - MIM : CICS Comprehensive - Vendor Facility, per student for 5 day course	\$ 2,141.06
132-50	MSTRPM5-CS	Training Services - On-Site Customer Facility, MIM : CICS Comprehensive, per 5 day course plus trainer travel expenses, max. 12 students	\$ 14,554.91
132-50	MSTRPM7	Training Services - MIM Introduction, Usage, & Administration - Vendor Facility, per student for 3 day course	\$ 1,284.63
132-50	MSTRPM7-CS	Training Services - On-Site Customer Facility, MIM Introduction, Usage, & Administration, per 3 day course plus trainer travel expenses, max. 12 students	\$ 9,634.76
132-50	MSTRPM8	Training Services - MIM Integration Overview - Vendor Facility, per student for 2 day course	\$ 852.14
132-50	MSTRPM8-CS	Training Services - On-Site Customer Facility, MIM Integration Overview, per 2 day course plus trainer travel expenses, max. 12 students	\$ 8,559.95
132-33	MSVE-EV7	Metastorm BPM Enterprise Server, unlimited named users	\$ 137,027.71
132-33	MSVEUP-EV7	Metastorm Utility Pack, Includes Messaging Integration, Directory Integration, Public Access, Clients for Office - per installed Enterprise Server - Unlimited named users	\$ 141,309.82
132-33	MSV-EV7	Metastorm BPM Workgroup Server, restricted to a maximum of 250 named users	\$ 25,692.70
132-33	MSVP-EV7	Metastorm BPM Power Server, restricted to a maximum of 2500 named users	\$ 68,513.85
132-33	MSVPU-EV7	upgrade Metastorm BPM Power Server to Enterprise Server, per installed machine	\$ 82,216.62
132-33	MSVPUP-EV7	Metastorm Utility Pack, Includes Messaging Integration, Directory Integration, Public Access, Clients for Office per installed Power Server, restricted to a maximum 2500 named users	\$ 77,078.09
132-33	MSVS-EV7	Metastorm BPM Standard Server, restricted to a maximum of 1000 named users	\$ 47,103.27

132-33	MSVSU-EV7	upgrade Metastorm BPM Standard Server to Power Server, per installed machine	\$ 25,692.70
132-33	MSVSUP-EV7	Metastorm Utility Pack, Includes Messaging Integration, Directory Integration, Public Access, Clients for Office per installed Workgroup or Standard Server, restricted to a maximum 1000 named users	\$ 47,103.27
132-33	MSVU-EV7	upgrade Metastorm BPM Workgroup Server to Standard Server, per installed machine	\$ 34,256.93
132-33	MSWE-EV7	Metastorm Public Access, per installed Enterprise Server - unlimited named users	\$ 85,642.32
132-33	MSW-EV7	Metastorm Public Access, per installed Workgroup or Standard Server machine restricted to a maximum 1000 named users	\$ 21,410.58
132-33	MSWP-EV7	Metastorm Public Access, per installed Power Server machine restricted to a maximum 2500 named users	\$ 42,821.16
132-50	MPV-BPL-ev6	ProVision Best Practices Lab, customer-provided facility, per-day cost for 1 to 3 attendees (maximum class size is 6 attendees), plus trainer travel/living expenses & student manual shipping charge	\$ 2,153.65
132-50	MPV-BPL-ev6-A	ProVision Best Practices Lab, customer-provided facility, add one additional attendee to MPV-BPL-ev6, per day cost (maximum class size is 6 attendees)	\$ 717.88
132-50	MPV-DES	Discrete Event Simulation using ProVision, 1-day public class, Metastorm-provided facility, cost per attendee (maximum class size is 20 attendees)	\$ 665.24
132-50	MPV-DES-CS	Discrete Event Simulation using ProVision, 1 day class, Attendee sponsored facility, Cost for 4-12 Attendees (max class size is 20 attendees), plus trainer travel/living expenses & student manual shipping charge	\$ 4,020.15
132-50	MPV-DES-CS-A	Discrete Event Simulation using ProVision, 1-day private class, customer-provided facility, add one additional attendee to MPV-DES-CS (maximum class size is 20 attendees)	\$ 335.01
132-50	MPV-DES-CW	Discrete Event Simulation using ProVision, 1-day private class, customer-provided web-based venue, Cost for 4 to 12 attendees	\$ 4,020.15

132-50	MPV-DES-CW-A	Discrete Event Simulation using ProVision, 1-day private class, customer-provided web-based venue, add one additional attendee to MPV-DES-CW (maximum class size is 20 attendees)	\$ 335.01
132-50	MPV-DES-WC	Discrete Event Simulation using ProVision, 1-day private class, Metastorm-provided web-based venue, cost for 4 to 12 attendees	\$ 4,594.46
132-50	MPV-DES-WC-A	Discrete Event Simulation using ProVision, 1-day private class, Metastorm-provided web-based venue, add one additional attendee to MPV-DES-WC (maximum class size is 20 attendees)	\$ 382.87
132-50	MPV-DES-WP	Discrete Event Simulation using ProVision, 1-day public class, Metastorm web-based venue, cost per attendee (maximum class size is 20 attendees)	\$ 717.88
132-50	MPV-DoDAF	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day public class, Metastorm-provided facility, cost per attendee (maximum class size is 20 attendees)	\$ 2,388.16
132-50	MPV-DoDAF-CS	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, customer-provided facility, cost for 4 to 12 attendees, plus trainer travel/living expenses & student manual shipping charge	\$ 14,357.68
132-50	MPV-DoDAF-CS-A	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, customer-provided facility, add one additional attendee to MPV-DoDAF-CS (maximum class size is 20 attendees)	\$ 1,196.47
132-50	MPV-DoDAF-CW	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, customer-provided web-based venue, Cost for 4 to 12 attendees	\$ 14,357.68
132-50	MPV-DoDAF-CW-A	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, customer-provided web-based venue, add one additional attendee to MPV-DoDAF-CW (maximum class size is 20 attendees)	\$ 1,196.47
132-50	MPV-DoDAF-MWC	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, Metastorm-provided web-based venue, cost for 4 to 12 attendees	\$ 17,229.22

132-50	MPV-DoDAF-MWC-A	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day private class, Metastorm-provided web-based venue, add one additional attendee to MPV-DoDAF-MWC (maximum class size is 20 attendees)	\$ 1,435.77
132-50	MPV-DoDAF-WP	Enterprise Architecture Modeling using DoDAF & ProVision, 5-day public class, Metastorm-provided web-based venue, cost per attendee (maximum class size is 20 attendees)	\$ 2,632.24
132-33	MPV-KECU	Additional Metastorm Knowledge Exchange connection fee 5 User Pack - Concurrent User Version *Must own and have current Maintenance on MPV-KESC	\$ 8,564.23
132-33	MPV-KENU	Additional Metastorm Knowledge Exchange connection fee for 5 User Pack - Named User Version *Must own and have current Maintenance on MPV-KESN	\$ 4,282.12
132-33	MPV-KENUU	upgrade Additional Metastorm Knowledge Exchange connection fee 5 User Pack - Named User Version (Part Number MPVKENU) to Additional Metastorm Knowledge Exchange connection fee 5 User Pack - Concurrent User Version *Must own and have current Maintenance on MPV-KESC	\$ 5,994.96
132-33	MPV-KESC	Metastorm Knowledge Exchange Server Concurrent User Version - includes connection fee for 5 Metastorm ProVision Federal Concurrent Users - must purchase equal number of Metastorm Knowledge Exchange Server to Metastorm ProVision Federal Concurrent Users.	\$ 38,539.04
132-33	MPV-KESN	Metastorm Knowledge Exchange Server Named User Version - includes connection fee for 5 Metastorm ProVision Federal Named Users - must purchase equal number of Metastorm Knowledge Exchange Server to Metastorm ProVision Federal Named Users. See Part # MPV-K	\$ 25,692.70
132-33	MPV-KESNU	upgrade Metastorm Knowledge Exchange Server Named User Version (Part # MPV-KESN) to Metastorm Knowledge Exchange Server Concurrent User Version - must purchase equal number of Metastorm Knowledge Exchange Server to Metastorm ProVision Federal Concurrent	\$ 17,128.46

132-33	MPV-PVFC	Metastorm ProVision Federal 5 User Pack - Concurrent User Version	\$ 64,231.74
132-33	MPV-PVFN	Metastorm ProVision Federal 5 User Pack - Named User Version	\$ 34,256.93
132-33	MPV-PVFNU	upgrade Metastorm ProVision Federal 5 User Pack - Named User Version to Metastorm ProVision Federal 5 User Pack - Concurrent User Version	\$ 34,256.93
132-33	MPV-PVFS	Metastorm ProVision Federal Single Named User - must be already licensed for either "Metastorm ProVision Federal 5 User Pack - Named User Version" or Metastorm ProVision Federal 5 User Pack - Concurrent User Version" in order to purchase ProVision Federal	\$ 6,851.39
132-33	MRM-CCOR	Metastorm ProVision Reference Model - Customer Chain Operations Reference Model (CCOR)	\$ 8,564.23
132-33	MRM-DCOR	Metastorm ProVision Reference Model - Design Chain Operations Reference Model (DCOR)	\$ 8,564.23
132-33	MRM-FA	Metastorm ProVision Reference Model - Finance & Audit Reference Models	\$ 8,564.23
132-33	MRM-SCOR	Metastorm ProVision Reference Model - Supply Chain Operations Reference Model (SCOR)	\$ 8,564.23
132-33	MRM-TRM	Metastorm ProVision Reference Model - Telecommunication Reference Models	\$ 8,564.23
132-33	MSAR-ev7	Metastorm BPM Advanced Rules Adaptor, per installed Server	\$ 4,282.12
132-33	MSARIA-ev7	Metastorm BPM Advanced Rules and Advanced Integration Adaptor, per installed Server	\$ 6,423.17
132-33	MSIA-ev7	Metastorm BPM Advanced Integration Adaptor, per installed Server	\$ 4,282.12
132-33	MSIN02	Metastorm Insight – Power Server, per installed machine	\$ 47,858.94
132-33	MSIN1DC-PS	Metastorm Insight - One Additional Data Source Connector – Power Server, per installed machine	\$ 19,143.58
132-33	MSIN2DC-PS	Metastorm Insight – Two Additional Data Source Connector – Power Server, per installed machine	\$ 33,501.26
132-33	MSIN3DC-PS	Metastorm Insight – Three Additional Data Source Connector – Power Server, per installed machine	\$ 43,073.05

132-33	MSINAD02	Metastorm Insight Adaptor – Power Server, per installed machine, user must be a licensed Hyperion customer	\$ 14,357.68
132-33	MSINDS02	Metastorm Insight –Power Development/Test Server, per installed machine, must also have license for the full use version	\$ 14,357.68
132-33	MSJRSE-ev7	Metastorm BPM Clients for JSR 168 Portals, per installed Enterprise Server	\$ 25,692.70
132-33	MSJRS-ev7	Metastorm BPM Clients for JSR 168 Portals, per installed Workgroup or Standard Server, restricted to Maximum 1000 named users	\$ 8,564.23
132-33	MSJRSP-ev7	Metastorm BPM Clients for JSR 168 Portals, per installed Power Server, restricted to Maximum 2500 named users	\$ 12,846.35
132-51	MS-MES-ev7	Metastorm Enterprise Services for Metastorm Enterprise MIM, ProVision, BPM Version 7 series, per 8 hr. day	\$ 1,455.92
132-33	MSMIMMCNIBM	MIM Managed File Transfer Node for IBM z/OS per VUE	\$ 2,997.48
132-33	MSMIMMCNIBMTEST	MIM Development and Test License for Managed File Transfer Node for IBM z/OS per VUE outside of the production environment and customer must already have the corresponding MIM NODE for IBM z/OS production license for the VUEs	\$ 899.24
132-33	MSMIMMFTEP	MIM Managed File Transfer Entry Package for Distributed Systems (1 Enterprise Server for Distributed Systems, 25 MIM MFT Nodes for Distributed Systems, 1 MIM Workbench)	\$ 64,231.74
132-34	MSMIMSDK	Support for MIM Software Development Kit (SDK), per named developer - per year	\$ 4,282.12
132-33	MSMIMWCICS	MIM Workbench and Management Server for use with MIM for CICS	\$ 6,423.17