

**FEDERAL ACQUISITION SCHEDULE
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES FSC GROUP 70**

Special Item Number 132-51 **Information Technology (IT) Professional Services**

FPDS Code D302IT Systems Development Service

FPDS Code D306IT Systems Analysis Services

FPDS Code D307IT Automated Information Systems Design and Integration Services

FPDS Code D308IT Programming Services

FPDS Code D310IT Backup and Security Services

FPDS Code D311IT Data Conversion Services

FPDS Code D313 Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services

FPDS Code D3999 Other Information Technology Service Not Elsewhere Classified

Note: Cooperative and Recovery Purchase have been accepted for 132-51

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

Note: 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: 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 performed by the publisher or manufacturer, or one of their authorized agents.

Contractor: **Superlative Technologies, Inc. (dba/SuprTEK)**
45195 Research Place, Ashburn, VA 20147
Phone: 703-840-0500 Fax: 703-840-0501
Web Site: www.suprtek.com

Contract Number: **GS-35F-4958H** **Period Covered by Contract: May 27, 1998 thru May 26, 2018**

Federal Acquisition Service

Pricelist current through Modification # PA 027

Products and ordering information in this Authorized FAS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! By accessing the Federal Acquisition Service's Home Page via the Internet at <http://www.gsa.gov>

INFORMATION FOR ORDERING OFFICES

SPECIAL NOTICE TO AGENCIES:

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service 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 Acquisition Service 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!™ on-line shopping service (www.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

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

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

1. Geographic Scope of Contract

All 50 States, District of Columbia, Commonwealth of Puerto Rico and Guam. All military installations Worldwide and U.S. Government Offices overseas.

2. Contractor's Ordering Address and Payment Information:

Superlative Technologies, Inc.
45195 Research Place
Ashburn, VA 20147

Superlative Technologies, Inc. will accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance:

Phone Number: 703-840-0500
Fax Number: 703-840-0501

3. LIABILITY FOR INJURY OR DAMAGE

Superlative Technologies, Inc. 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. GS-35F-4958H P0004
Block 16: Data Universal Numbering System (DUNS) Number: 96-446-6833
Block 30: Type of Contractor – A- Small Disadvantaged Business
Block 31: Woman-Owned Small Business: No
Block 36: Contractor's Taxpayer Identification Number (TIN): 54-1818218

4a. CAGE Code: 1DQD4

4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB- Destination

6. DELIVERY SCHEDULE

9. TIME OF DELIVERY: Superlative Technologies, Inc. shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
SIN 132-8	30 Days
SIN 132-12	30 Days
SIN 132-33	30 Days
SIN 132-34	30 Days
SIN 132-50	As negotiated between Agency and Contractor
SIN 132-51	As negotiated between Agency and Contractor

b. URGENT REQUIREMENTS: When the Federal Acquisition Service 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 Brandon Park in writing.) Contractor offers overnight and 2-day Delivery times. Overnight and 2-day delivery is available on “build to stock” products shipped CONUS only. Cost is based on the weight of the product shipped and the carrier selected. All shipment times start from acceptance of the order. Call Contractor. At the Government’s option, the cost of an expedited shipment will be via carrier charge number, credit card, or by modification of the original order to include expedite charges.

7. Discounts: Prices shown are NET Prices; Basic Discounts are already reflected in the GSA price on the price list.

a) Prompt Payment. Not offered

b. Quantity- TBD

Dollar Volume - 2% discount on FFP orders \$1,000,000 and over (billed)

Other - Not offered

b) Government Educational Institutions. Same as all other Government customers

8. Trade Agreements Act of 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. Statement Concerning Availability of Export Packing:

Superlative Technologies, Inc. standard packaging is suitable for domestic surface, domestic air, and international air shipments. Packaging other than Superlative Technologies, Inc. standard is outside the scope of this contract.

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.00

11. Maximum Order:

c. Special Item Number 132-51: Information Technology (IT) Services \$ 500,000 per Order

12. Ordering Procedures for Federal Acquisition Service Schedule Contracts

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

- 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. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS: Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by the Contractor.

13.1 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 Acquisition 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. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

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

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

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

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

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

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

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

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

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

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

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

16. GSA Advantage!

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

- (1) Manufacturer;
- (2) Manufacturer's Part Number; 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.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

Note: Open Market items are also known as incidental items, non contract items, and items not on a Federal Acquisition Service Schedule contract. ODC's 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 office contracting officer may add items not on the Federal Acquisition Service Multiple Award Schedule (MAS) – referred to as open market item – to a Federal Acquisition Service 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 FAS have been followed (e.g. publicizing (Part 5), competition requirements (Part 6) acquisition of commercial items (Part 12), contracting methods) Parts 13, 14 and 15); and small business programs, Part 19);
- (2) The ordering office contracting officer has determined the price for the items not on the FAS are fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the FAS; and
- (4) All clauses applicable to the items not on the FAS 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:

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, Industrial Funding Fee and Sales Reporting, 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 received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act 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, de-installation, 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:

www.suprtek.com

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime contractors (on cost reimbursable contracts) placing orders under the FSS on behalf of a Federal Agency, shall follow the terms of the applicable schedule and authorization and include with each order –

A copy of the authorization from the Agency with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(a) The following Statement:

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

<p align="center">TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)</p>
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1. SCOPE

- 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 Government location, as agreed to by the Contractor and the ordering office.

2. PERFORMANCE INCENTIVES

- a. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.
- b. The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
- d. The above procedures do not apply to Time and Material or labor hour orders.

3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific

task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

- (a) When ordering services, ordering offices shall—
- (1) Prepare a Request (Request for Quote or other communication tool):
 - (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
 - (ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.
 - (iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.
 - (iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request shall notify the contractors that will be the case.
 - (2) Transmit the Request to Contractors:
 - (i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132-51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small

business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

- (ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

- (b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices shall —
 - (1) Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.
 - (i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)
 - (ii) **MULTIPLE BPAs:** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

- (2) Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)
- (c) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.
- (d) When the ordering office's requirement involves both products as well as executive, administrative and/or professional, services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

Ordering procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for Ordering Offices," paragraph #12.

4. 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 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.

5. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.
- c. The Agency 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.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) 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) 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 Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE GOVERNMENT

Subject to security regulations, the ordering office 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 Government.

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 Government contract, without some restriction on 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 Government, ordering offices 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 office 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 Government 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user agency 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 agency 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

Commercial Job Title: Program Manager

Functional Responsibilities

Serves as the contractor's single contract manager, and shall be the contractor's authorized interface with the Government Contracting Officer (CO). Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance.

Minimum/General Experience

Twelve (12) years experience, of which at least ten must be specialized. Specialized experience includes project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in information systems design and/or management.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other discipline related to Information Technology. Masters degree in Computer Science, Information Systems, Engineering, Business or other discipline related to

Information Technology, and ten years general experience of which at least eight years is specialized experience in project development and management. Ph.D. in Computer Science, Information Systems, Engineering, Business or other discipline related to Information Technology, and eight years general experience of which at least six years must be specialized experience in project development and management.

Commercial Job Title: Subject Matter Expert – Logistics and/or Critical Infrastructure

Functional Responsibilities

Provides expert level assistance on logistics related issues. Well-versed in acquisition, procurement, and logistics management theories, applications, and systems. Develops or directs the development of highly complex analytical techniques and methodology for solving logistics related issues. Typically works at a high level with clients to determine requirements, and provides guidance and planning for program execution. Develops and reviews papers, reports, diagrams, drawings, specifications, and procedures; provides comments; consolidates comments from disparate entities and organizations. Performs expert level review, validation, and analysis of logistics management activities; prepares executive-level briefings and reports.

Minimum/General Experience

Fifteen years experience in logistics management, price/cost analysis, systems analysis, procurement, and/or operations research. Proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction.

Education Requirements

Minimum Education: A Master's degree in Business Administration, Information Systems, Engineering, Economics, or related discipline. With Ph.D. in Business Administration, Information Systems, Engineering, Economics, or related discipline, 10 years of general experience is required of which at least six years must be specialized experience. With a Bachelor's degree in Business Administration, Information Systems, Engineering, Economics, or related discipline, 18 years of general experience of which 10 years must be specialized experience, a Master's degree is not required.

Commercial Job Title: Subject Matter Expert – Systems Integration

Functional Responsibilities

Performs complex research, analysis, integration, design and evaluation of computer systems and software. Activities include identifying weaknesses in operating system architectures and commercial-off-the-shelf (COTS) products. Provides functional and empirical analysis related to the design, development, integration, evaluation and implementation of security tools and products. Recommends solutions to the most difficult problems in existing systems and systems development. Applies or assists with the application of formal methods in system design and evaluation. Makes recommendations as an authoritative leader in the information technology arena. Familiar with/understands a wide range of operating systems and COTS products.

Minimum/General Experience

Demonstrated subject matter expertise in areas of research and development, information systems engineering or information operations. Experience and expertise in applying principles

and methods of information technology in problems dealing with Information Assurance, Information Systems and Architecture. Areas of subject matter expertise may include Videoconferencing, Local Area Networks, Metropolitan Area Networks, and Wide Area Networks (LANs, MANs, and WANs) including fiber optic and wireless technologies. Automation areas include, but are not limited to: (1) Software; (2) Hardware; (3) Programming Languages; (4) Operating Systems; (5) Data Base Management Systems; (6) Document Management Systems; (7) Document Transfer Systems; (8) Decision Support Systems. Proven expertise in areas such as Automated Security Systems; Computer and Network Systems Simulation and Modeling; Geographic Information Systems; Internet development and web centric services; Artificial Intelligence and Expert Systems; Network and systems management and control. May provide expertise in Communications Protocols including, but not limited to: (1) System Network Architecture (SNA); (2) Open Systems Interconnect (OSI); (3) DOD Protocols; (4) Asynchronous Transport Mode (ATM); or, (5) Transmission Control Protocol/Internet Protocol (TCP/IP). Expertise in Transmission Systems including but not limited to: (1) Satellite, (2) Fiber Optics, (3) Laser/Optical, (4) Radio (Microwave, HF, etc.), (5) Network Design, (6) Interfaces, (7) Control and Orderwire. Additional areas of expertise may include Timing and Synchronization; Digital Testing; Standardization; Command and Control Systems; Radio Propagation; Electromagnetic Compatibility; Nuclear Effects (EMP/HEMP); Voice systems (analog/digital - secure/nonsecure); Data Systems (analog/digital - secure/nonsecure); Electrical Power Systems; Grounding, Bonding, and Shielding (GBS); TEMPEST Requirements and Design; Multilevel Security (MLS) Systems; Nuclear Survivability; Network and systems management and control; Other specialties as IT requirements and technology change; Messaging systems and work-flow systems; Operations Research; or, physical security systems.

Education Requirements

Minimum Education: Master of Science degree. With Ph.D in the required area of expertise, or in research and development, information systems, engineering or information systems, 10 years of general experience is required of which at least six years must be specialized experience. With a Bachelor's degree in the required area of expertise, or in research and development, information systems, engineering or information systems, 18 years of general experience of which 10 years must be specialized experience, a Master's degree is not required.

Commercial Job Title: IT Infrastructure Architect, Sr.

Functional Responsibilities

Applies or directs the application of an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops or directs the development of highly complex analytical and computational techniques and methodology for problem solutions. Performs highly complex process and data modeling in support of the planning and analysis efforts using both manual and automated tools such as Integrated Computer-Aided Software Engineering (I-Case) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools. May provide direction to lower level Information Engineers.

Minimum/General Experience

Fifteen (15) years experience in information systems development, functional and data requirements analysis, systems analysis, and design, programming, program design and documentation preparation. Of the 10 years general experience, a minimum of seven (7) years specialized experience is required in the following: demonstrated experience in managing the implementation of information engineering projects; and experience in systems analysis, design and programming using CASE and IE tools and methods, e.g., Oracle CASE, IEF CASE, I-CASE. Demonstrated experience in the client/server environment. Proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction. Has experience with such methodologies as IDEF 0 process modeling and IDEFIX data modeling.

Education Requirements

Minimum Education: A Master's degree in Computer Science, Information Systems, Engineering, Business, or discipline related to the construction of information systems. Ph.D. in Computer Science, Information Systems, Engineering, Business, or discipline relate to construction of information systems, and ten (10) years of general experience is required of which at least six years must be specialized experience in managing and designing information engineering projects. Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or discipline related to construction of information systems, and eighteen (18) years of general experience of which ten (10) years must be specialized experience as described above, a Master's degree is not required.

Commercial Job Title: IT Infrastructure Architect

Functional Requirements

Applies business process improvement practices to re-engineer complex methodologies/ principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis, and modern business methods and performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies complex organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff.

Minimum/General Experience

Twelve (12) years experience of which at least eight (8) years must be specialized. Specialized experience includes information systems development, functional and data requirements analysis, systems analysis and design, programming, program design, and documentation preparation. The following experience is also required: demonstrated experience in the implementation of information engineering projects, systems analysis, design and programming using CASE and IE tools and methods; systems planning; business information planning; and business analysis. Must demonstrate the ability to work independently or under only general direction.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to the construction of information systems. Master's degree in

Computer Science, Information Systems, Engineering, Business, or other discipline related to the construction of information systems, and eight (8) years of general experience is required of which at least four (4) years must be specialized experience in the development, analysis and design of information engineering projects. Ph.D. in Computer Science, Information Systems, Engineering, Business, or discipline related to the construction of information systems, and six (6) years of general experience of which three (3) years must be specialized experience as described above. With sixteen (16) years of general experience of which at least eleven (11) years is specialized experience, a degree is not required.

Commercial Job Title: Application Engineer, Senior

Functional Responsibilities

Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management.

Minimum/General Experience.

Eight (8) years experience managing or performing software engineering activities, of which at least five (5) years must be specialized. Specialized experience includes: demonstrated experience working with third/fourth generation languages in the design and implementation of systems and using database management systems. General experience includes increasing responsibilities in software engineering activities. Knowledgeable of applicable standards.

Education Requirements

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to software engineering. Master's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to software engineering and six (6) years general experience of which at least four (4) years must be specialized experience as described in Minimum/General Experience above. With twelve (12) years of general experience of which at least ten (10) years is specialized experience, a degree is not required.

Commercial Job Title: Application Engineer

Functional Responsibilities

Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross functional requirements and interfaces. Evaluates analytical and systematical problems of work flows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum/General Experience

Five (5) years experience, of which at least two (2) years must be specialized. Specialized experience includes: supervision of system engineers, familiar with a network topologies and configurations, X.25, TCP/IP, IPX, Frame Relay, ATM, bridges, routers, hubs and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. Requires additional training in at least two different network operating systems. General experience includes increasing responsibilities in systems engineering.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to software engineering. Master's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to software engineering and four (4) years of general experience. With seven (7) years of general experience of which four (4) years must be specialized as described in Minimum/General Experience above, a degree is not required.

Commercial Job Title: Application Engineer, Jr

Functional Responsibilities

Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Minimum/General Experience

Three (3) years experience, of which at least two (2) years must be specialized. Specialized experience includes: experience as an applications programmer on large-scale data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to software engineering. Master's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline, and two (2) years general experience of which at least one (1) year must be specialized experience as described in Minimum/General Experience above. With eight (8) years of general experience of which at least six (6) years must be specialized experience, a degree is not required.

Commercial Job Title: Business Process Engineer Specialist, Sr.

Functional Responsibilities

Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Responsible for effective transitioning of existing project teams,

and the facilitation of project teams in the accomplishment of project activities and objectives. Provides group facilitation, interviewing and training and provides additional forms of knowledge transfer. Coordinates between multiple project teams to ensure enterprise-wide integration of reengineering efforts. Includes activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements.

Minimum/General Experience.

Six (6) years experience of which at least four (4) must be specialized. Specialized experience may include: facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business process improvement, business management techniques, organizational development, activity and data modeling, or information system development methods.

Education Requirements

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Human Resources or other disciplines related to business development and management applications. Master's degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Human Resources or other disciplines related to business development and management applications, and six (6) years of general experience of which at least four (4) must be specialized experience as described in Minimum/General Experience above. With no degree must have at least twelve (12) years of general experience of which at least ten (10) must be specialized.

Commercial Job Title: Integration Engineer, Sr.

Functional Responsibilities

Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open systems architecture objectives. Provides daily supervision and direction to staff.

Minimum/General Experience

Nine (9) years experience of which six (6) must be specialized. Specialized experience includes information systems development, functional and data requirement analysis, systems analysis and design, programming, program design, and documentation preparation. Also require demonstrated experience in the implementation of information engineering projects, systems analysis, design and programming using CASE and IE tools and methods; systems planning; business information planning; and business analysis. Must demonstrate the ability to work independently or under only general direction.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to business modeling and information systems. Master's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to business modeling and information systems, and four (4) years of general experience. With eleven (11) years of general experience of which six (6) years must be specialized as described in Minimum/General Experience above, a degree is not required.

Commercial Job Title: Design Engineer, Sr.

Functional Responsibilities

Establishes system information requirements using analysis of the system and application engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Provides daily supervision and direction to staff.

Minimum/General Experience

Ten (10) years experience, of which at least seven (7) years must be specialized. Specialized experience includes: supervision of system engineers and application engineers, familiar with a network topologies and configurations, X.25, TCP/IP, IPX, Frame Relay, ATM, bridges, routers, hubs and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. Also to use Arcserv and be able to setup and configure NDS objects. Requires additional training in at least two different network operating systems. General experience includes increasing responsibilities in systems engineering.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other technical discipline related to designing information systems. Master's degree Computer Science, Information Systems, Engineering, Business, or other technical discipline related to designing information systems, and four (4) years of general experience. With thirteen (13) years of general experience of which eight (8) years must be specialized as described in Minimum/General Experience above, a degree is not required.

Commercial Job Title: Design Engineer

Functional Responsibilities

Establishes system information requirements using analysis of the system and application engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Provides daily supervision and direction to staff.

Minimum/General Experience

Seven (7) years experience, of which at least five (5) years must be specialized. Specialized experience includes: supervision of system engineers and application engineers, familiar with a network topologies and configurations, X.25, TCP/IP, IPX, Frame Relay, ATM, bridges, routers,

hubs and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. Also must be able to use Arcserv and be able to setup and configure NDS objects. Requires additional training in at least two different network operating systems. General experience includes increasing responsibilities in systems engineering.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other technical discipline related to designing information systems. With Master's degree in Computer Science, Information Systems, Engineering, Business, or other technical discipline related to designing information systems and four (4) years of general experience. With nine (9) years of general experience of which six (6) years must be specialized as described in Minimum/General Experience above, a degree is not required.

Commercial Job Title: Technical Writer

Functional Responsibilities

Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.

Minimum/General Experience

Three (3) years experience, of which at least one (1) year must be specialized. Specialized experience includes: demonstrated experience in editing documents, including technical documents. Demonstrated ability, to work independently or under only general direction.

Education Requirements

Minimum Education: A Bachelor's degree in English, Literature, or other discipline related to writing and editing. Master's degree English, Literature, or other discipline related to writing and editing, and two (2) years general experience of which at least one (1) year must be specialized experience as described in Minimum/General Experience above. With seven (7) years general experience of which at least five (5) years are specialized, a degree is not required.

Commercial Job Title: Network Technician

Functional Responsibilities

Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes and throughput) and recommends procurement, removals and modifications to network components. Designs and optimizes network topologies and site configurations. Plans installations, transitions, and cutovers of network components and capabilities. Evaluates network and communications hardware and software, troubleshoots LAN/WAN and other network related problems, and performs general LAN/WAN administration.

Minimum/General Experience

Six (6) years experience, of which at least three (3) must be specialized experience in one or more of the following areas: communications software, communications hardware, or network design, installation and support.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other discipline related to network and communications technology and five (5) years general experience of which at least two (2) years are specialized as described in Minimum/General Experience above. No degree is required with at ten (10) years general experience of which at least seven years are specialized.

Commercial Job Title: Network Engineer

Functional Responsibilities

Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans installations, transitions, and cutovers of network components and capabilities. Coordinates requirements with users and suppliers.

Minimum/General Experience

Six (6) years experience, of which at least four (4) years must be specialized experience in one of the following: communications software, communications hardware or network specialty. General experience includes all aspects of communication networks. Must demonstrate the ability to work independently or under only general direction. Communications Hardware specialized experience includes: installing, testing, and operating network and computer (host) communications equipment (e.g., switches, modems, controllers, terminals, and multiplexers); using and implementing communications hardware and electrical standards, using communications hardware test and monitoring equipment and analyzing the results. Communications Software specialized experience includes: developing, testing, installing, and operating network and computer (host) communications software (e.g. access method and protocol software, application interfaces, transaction processors, and emulators); using and implementing communications standards. Network Specialty specialized experience includes: designing, testing, installing, implementing, and maintaining computer networks; using and implementing network standards, particularly those of the International Organization for Standardization (ISO); operating computer networks; identification and solving of problems, restart/recovery, additions, deletions, and modifications of terminals, hosts, etc.; optimization of network costs and performance and implementing accounting and charge back systems.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other discipline related to network and communications technology. Master's degree in Computer Science, Information Systems, Engineering, Business or other discipline related to network and communications technology and five (5) years general experience of which at least three (3) years must be specialized experience in communications software, communications hardware or network specialty. With ten (10) years general experience of which at least eight (8) years are specialized in communications software, communications hardware or network specialty, a degree is not required.

Commercial Job Title: Communications Technician, Sr.

Functional Responsibilities

Performs all tasks associated with supervising and training installation crews and implementing cable design plans and acceptance tests for CAT5 cable and fiber optic cabling, and fiber optic cable subsystem (both horizontal and vertical) consistent with EIA/TIA, NEC, and IEEE Standards. Other major responsibilities include preparing and physically pulling and/or removing cable, as well as performing set-up and clean-up activities for each work area. Will also assist in the termination and testing of cable in accordance with OSHA guidelines.

Minimum/General Experience

Three (3) years of overall experience in the field with specialized experience in the following areas: minimum two (2) years or more of demonstrated experience in dressing, terminating, and testing CAT5 cable and knowledge of the procedures necessary to certify CAT5 cable to meet EIA/TIA, NEC, and IEEE standards; and one year or more within the last two years of demonstrated experience in pulling CAT5 cable or other communications/network cable. A minimum six (6) months experience in the installation, pulling, termination, and testing of single-mode, or multi-mode, fiber and the ability to authorize the fiber as Sicom, BICSI, Lucent, or AMP certified. Ability to work with basic and advanced installation and test equipment including crimp tools, punch down tools, tone test sets, fiber optic light meters, ladders, drills, strippers, Pentascanner, and other hand and power tools. Must have knowledge of certification procedures including Pentascanner and OTDR. General knowledge of cable preparation and installation techniques. Familiarity with cable plant documentation including labeling of cable, equipment racks, and hardware and the preparation of cable running lists. Must have knowledge of current EIA/TIA industry standards and specifications for installing LANs and be cognizant of OSHA regulations.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Business, Education, Management Sciences, Human Resources or discipline related to communications or networks technology or management. Master's degree and six (6) months of specialized experience as described in Minimum/General Experience above. With six (6) years of general experience of which at least five (5) years must be specialized experience, a degree is not required.

Commercial Job Title: Communications Technician

Functional Responsibilities

Under supervision of the Sr. Communications Technician, the Communications Technician will prepare and pull CAT5 cable and/or fiber cabling. Other major responsibilities include performing setup and cleanup activities for each work area. Will also assist in the termination and testing of cable. Will also assist in the termination and testing of cable in accordance with OSHA guidelines.

Minimum/General Experience

Three (3) years of overall experience in the field with specialized experience in the following areas: minimum one (1) year or more of demonstrated experience in dressing, terminating, pulling, and testing CAT5 cable and knowledge of EIA/TIA, NEC, and IEEE standards; and six

(6) months or more within the last year of demonstrated experience in pulling CAT5 cable or other communications and network cable. Three months experience in the installation and pulling of single-mode, or multi-mode, fiber. Work with basic and advanced installation and test equipment including crimp tools, punch down tools, tone test sets, fiber optic light meters, ladders, drills, strippers, Pentascanner, and other hand and power tools. Knowledge of Pentascanner and OTDR procedures. General knowledge of cable preparation and installation techniques. Must have knowledge of current EIA/TIA industry standards and specifications for installing LANs and be cognizant of Occupational Health and Safety Administration (OSHA) regulations.

Education Requirements

Minimum Education: Associates degree with one year of specialized experience as described in Minimum/General Experience above or High School Diploma or GED with three (3) years of experience. Bachelor's degree in Computer Science, Information Systems, Business, Education, Management Sciences, Human Resources or other discipline related to communications and network technology, and one (1) year of general experience.

Commercial Job Title: Communications Technician, Jr.

Functional Responsibilities

Under supervision of the Sr. Communications Technician, the Jr. Communications Technician will prepare and pull CAT5 cable and/or fiber cabling. Other major responsibilities include performing setup and cleanup activities for each work area. Will also assist in the termination and testing of cable. Will also assist in the termination and testing of cable in accordance with OSHA guidelines.

Minimum/General Experience

Six (6) months experience in the field with experience in dressing, pulling, terminating, and testing CAT5 cable and knowledge of EIA/TIA, NEC, and IEEE standards. Three months experience in the installation and pulling of single-mode, or multi-mode, fiber. Work with basic and advanced installation and test equipment including crimp tools, punch down tools, tone test sets, fiber optic light meters, ladders, drills, strippers, Pentascanner, and other hand and power tools. General knowledge of cable preparation and installation techniques. Knowledge of current EIA/TIA industry standards and OSHA regulations.

Education Requirements

Minimum Education: Associates degree with one (1) year of experience or, high school diploma or GED with three (3) years of experience

Commercial Job Title: Documentation Specialist

Functional Responsibilities

Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear readable documents to be used by technical and non-technical personnel.

Minimum/General Experience

Three (3) years experience, of which at least two (2) years must be specialized. Specialized experience includes: preparing technical documentation, which is to include researching for applicable Government and industry documentation standards. General experience includes technical writing and documentation experience pertaining to all aspects of ADP. Demonstrated ability to work independently or under only general direction.

Education Requirements

Minimum Requirements: An Associate's degree in Research, Technical Writing, Data Management and Documentation, Product Management and Development, or Quality Control is required. Bachelor's degree in Research, Technical Writing, Data Management and Documentation, Product Management and Development, or Quality Control and two (2) years general experience of which at least one (1) year must be specialized experience as described in Minimum/General Experience above. With six (6) years general experience of which at least four (4) years is specialized, a degree is not required. A Master's degree may be substituted for one (1) year of related experience. A Ph.D. may be substituted for two (2) years experience.

Commercial Job Title: PC Analyst, Sr.

Functional Responsibilities

Assesses and documents current site network configuration and user requirements. Analyzes current workstation configuration looking to optimize efficiency. Mobilizes for install teams. Prepares site installation and test reports. Coordinates post installation operations and maintenance support.

Minimum/General Experience

Two (2) years experience, of which at least one (1) year must be specialized. Specialized experience includes: large scale roll outs of LAN/WAN systems, aiding in the design of such systems (including infrastructure), knowledge of PC operating systems, e.g., DOS, WIN 3.X, WIN 9X, and WIN NT. General experience includes information systems development and other work in the client/server field. Demonstrated ability to communicate orally and in writing for documentation purposes.

Education Requirements

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to network configuration and management. Master's degree in Computer Science, Information Systems, Engineering, Business, or other discipline related to network configuration and management and four (4) years of general experience. With four (4) years of general experience of which eighteen (18) months must be specialized as described in Minimum/General Experience above, a degree is not required.

Commercial Job Title: Systems Engineer

Functional Responsibilities

Capable of designing a computer network for up to 100 users. Capable of troubleshooting and analyzing systems problems and provide recommended solutions. This may involve resolving compatibility issues and working with hardware, software, and network elements of the system in order to optimize performance.

Minimum/General Experience

Three years experience which applies to systems analysis for PC based workstations and servers. Knowledge of network operating systems such as Novell and Windows NT.

Education Requirements

Minimum Education: A High School Diploma and three years of PC experience or education which applies to systems analysis for PC based workstations and servers.

PRICING

SIN 132-51

Labor Category	5/27/15- 5/26/16
Program Manager	\$185.51
Subject Matter Expert-Logistics and/or Critical Infrastructure	\$450.24
Subject Matter Expert-Systems Integration	\$381.01
IT Infrastructure Architect, Sr.	\$222.62
IT Infrastructure Architect	\$200.35
Applications Engineer Sr.	\$127.35
Applications Engineer	\$106.14
Applications Engineer Jr.	\$99.42
Business Process Engineer Specialist	\$127.35
Integration Engineer Sr.	\$144.40
Design Engineer Sr.	\$163.25
Design Engineer	\$114.26
Technical Writer	\$75.68
Network Technician	\$75.68
Network Engineer	\$106.14
Communications Technician Sr.	\$92.03
Communications Technician	\$65.29
Communications Technician Jr.	\$44.52
Documentation Specialist	\$57.88
Senior PC Analyst	\$61.67
Systems Engineer	\$96.08

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Superlative Technologies, 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:

Brandon Park, 703-840-0500

bpark@suprtek.com

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Acquisition Service 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 SCHEDULE/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 Acquisition 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.