General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: GSAAdvantage.gov.

Information Technology

Special Item No. 54151S Information Technology Professional Services

Contract Number: GS-35F-581AA
Pricelist Current through Modification: PO-0010, effective September 26, 2018.

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contractor:
MARATHON TS, INC.
21145 WHITFIELD PLACE, SUITE 106
STERLING VA 20165
(703)230-4200
WWW.MARATHONT.S.COM

Business Size: Small
Customer Information:

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

SIN: 54151S Information Technology (IT) Professional Services

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. N/A

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. See Attachment A for Labor Category Descriptions.
Escalations occur September 26th of each year.

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>Year 6-2018</th>
<th>Year 7-2019</th>
<th>Year 8-2020</th>
<th>Year 9-2021</th>
<th>Year 10-2022</th>
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2. Maximum order. $500,000.00
3. Minimum order. $100.00
5. Point(s) of production (city, county, and State or foreign country). N/A
6. Discount from list, prices or statement of net price. All pricing in table above are Net.
7. Quantity discounts. None
8. Prompt payment terms. NET 30 days
9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. Government purchase cards are accepted at or below the micro-purchase threshold.
9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. Government purchase cards are not accepted above the micro-purchase threshold.
10. Foreign items (list items by country of origin) N/A
11a. Time of delivery. 30-days ARO
11b. Expedited Delivery. Contact the Contractor’s representative to affect a faster delivery.
11c. Overnight and 2-day delivery. Contact the Contractor’s representative to affect a faster delivery.
11d. Urgent Requirements. Contact the Contractor’s representative to affect a faster delivery.
13a. Ordering address(es). Marathon TS. Inc., 21145 Whitfield Place, Suite 106, Sterling, VA 20165
13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample EPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. Payment address(es): Marathon TS. Inc., 21145 Whitfield Place, Suite 106, Sterling, VA 20165
15. Warranty provision. N/A
16. Export packing charges, if applicable. N/A
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level) N/A
18. Terms and conditions of rental, maintenance, and repair (if applicable) N/A
19. Terms and conditions of installation (if applicable). N/A
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). N/A
20a. Terms and conditions for any other services (if applicable) N/A
21. List of service and distribution points (if applicable). N/A

22. List of participating dealers (if applicable). N/A

23. Preventive maintenance (if applicable). N/A

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants) N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g., contractor’s website or other location.) The EIT standards can be found at www.Section508.gov/. N/A

25. Data Universal Number System (DUNS) number. 83-225-8086

Attachment A – Labor Category Descriptions

1. Administrative Assistant
*Functional Responsibilities:* This professional level includes clerical personnel, administrative services personnel, illustrator/graphics personnel, technical editors, and technical publications personnel who have experience in their field.
*Minimum Experience:* 5 years of relevant experience in application development
*Minimum Education:* Business Administration or equivalent.

2. Analyst
*Functional Responsibilities:* Provides IT analysis and/or IT program support. They define and analyze functional and/or systems requirements. They provide a range of IT support the full lifecycle of systems development from requirements to operations and maintenance. They support other system engineers in the planning, design and development of IT systems. They apply system engineering methodologies and tools to the analysis, development or integration of IT systems.
*Minimum Experience:* 5 years of relevant experience in application development
*Minimum Education:* Bachelor’s Degree in Computer Science, Business, or equivalent experience

3. Application Developer
*Functional Responsibilities:* Application Developers design and code application software and systems to meet documented requirements. They support requirements definition. They design and develop application code in a variety of languages to meet user needs. They test application software and systems to verify that they work individually and can integrate with other systems. They identify and fix bugs in software code, then retest software to verify that it meets requirements and quality standards.
*Minimum Experience:* 5 years of relevant experience in application development
*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

4. Application Developer II
*Functional Responsibilities:* Application Developers design and code application software and systems to meet documented requirements. They support requirements definition. They design and develop application code in a variety of languages to meet user needs. They test application software and systems to verify that they work individually and can integrate with other systems. They identify and fix bugs in software code, then retest software to verify that it meets requirements and quality standards.
*Minimum Experience:* 8 years of relevant experience in application development
*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience
5. Application Developer III

*Functional Responsibilities:* Application Developers design and code application software and systems to meet documented requirements. They support requirements definition. They design and develop application code in a variety of languages to meet user needs. They test application software and systems to verify that they work individually and can integrate with other systems. They identify and fix bugs in software code, then retest software to verify that it meets requirements and quality standards.

*Minimum Experience:* 10 years of relevant experience in application development

*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

6. Application Programmer

*Functional Responsibilities:* Formulates/defines system scope and objectives. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written and designs, codes, tests, debugs, and documents those programs.

*Minimum Experience:* 5 years of relevant experience in application development

*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

7. Business Process Engineer

*Functional Responsibilities:* Designs and implements business processes to support the systems development lifecycle and/or processes to support systems requirements or use cases. They support all phases of the systems engineering lifecycle (SELC) from planning and requirements through operations and maintenance. They apply experience and formal process engineering or systems engineering methods and best practices to design system to meet mission requirements. They may apply methods to support emerging processes for systems development, such as Agile development.

*Minimum Experience:* 5 years of relevant experience in business processes

*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

8. Computer Security Systems Engineer

*Functional Responsibilities:* Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers, organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. This professional level contains engineers, system designers, installation planners and technicians. Supervisory experience over Information System Security Engineers or equivalent staff category. Experience in Secure LAN and Secure Client/Server distributed processing environments. Experience in two or more of the following disciplines: Security, Requirements Analysis, Testing, Certification and Accreditation. Experience in DoD 5200.28-STD, DoD Trusted Computer System Evaluation Criteria (Orange Book), and the supplemental NSA Guidelines (The Rainbow Series). Progressively more responsible
experience in Information Systems Security Engineering or related Engineering/Computer Science activities.

Minimum Experience: 5 years of relevant experience in systems engineering
Minimum Education: Bachelor’s Degree in Computer Science or equivalent experience

9. Configuration Manager
Functional Responsibilities: Develops, documents, and implements detailed plans for ensuring configuration control for IT programs, projects, and tasks. When issues arise, identifies and implements solutions. Maintains thorough records and documentation to ensure accurate product builds, part ordering and product and/or software updates. Ensures proposed and actual changes to program technology and documentation are properly staffed, approved, and tracked. Facilitates the change Notification process used for updating products. Notifies performing organizations or project teams of change activity
Minimum Experience: 5 years of relevant experience in configuration management
Minimum Education: Bachelor’s Degree in Computer Science or equivalent experience

10. Database Administrator
Functional Responsibilities: Ensures efficient operations of a computer site that support database administration, database analysis, database report production, and system development. Supports local and remote users. Coordinates system resource availability, with database analysts, system and application programmers, and other users. Provides advice and assistance to users on equipment operation, to include data communications. Ensures site compliance with electronic and physical security procedures and standards.
Minimum Experience: 5 years of relevant experience in database administration
Minimum Education: Bachelor’s Degree in Computer Science or equivalent experience

11. Database System Operator
Functional Responsibilities: Provides database support to all members of the project team. Performs database analysis, conversion loads, reorganizations, verifications, recoveries and general maintenance support. Provides application support during development and testing. Provides production database support. Reviews logical and physical design of existing databases and makes recommendations for modifications to ensure optimum operation efficiency. Monitors the operational databases at production sites for the purpose of identifying problems of database availability, efficiency, validity and security.
Minimum Experience: 5 years of relevant experience with databases
Minimum Education: Bachelor’s Degree in Computer Science or equivalent experience

12. Desktop Support
Functional Responsibilities: Provide phone and in-person support to users in the areas of electronic mail, directories, standard Windows desktop applications, and applications developed or deployed under contract.
Minimum Experience: 5 years of relevant experience in help desk
Minimum Education: Bachelor’s Degree in Computer Science or equivalent experience
13. Help Desk Specialist
*Functional Responsibilities:* Provides second-tier support to end users for PC, server, or mainframe applications and hardware. Interacts with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem. Simulates or recreates user problems to resolve operating difficulties. Recommends systems modifications to reduce user problems.
*Minimum Experience:* 6 years of relevant experience in help desk
*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

*Functional Responsibilities:* Establishes and satisfies complex system-wide information security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures.
*Minimum Experience:* 6 years of relevant experience with information security
*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

15. IT Manager
*Functional Responsibilities:* Applies management techniques to plan, manage/control, and close out IT projects throughout the entire systems engineering lifecycle. They apply best practices to develop IT project plans and schedules and identify and mitigate risk. They align IT systems with mission and user needs. They provide guidance and direction to technical teams. They serve as the manager and administrator for program efforts. They may serve as the primary interface and point of contact with government program authorities and representatives on program issues.
*Minimum Experience:* 6 years of relevant experience in IT management
*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

16. Network Engineer
*Functional Responsibilities:* Manages the purchase, installation, and support of network communications, including LAN/WAN systems. Evaluates current systems. Plans large-scale systems projects through vendor comparison and cost studies.
*Minimum Experience:* 5 years of relevant experience in network engineering
*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

17. Project Manager
*Functional Responsibilities:* Leads team on large projects or significant segment of large complex projects. Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools, and solution components.
Minimum Experience: 6 years of relevant experience in managing projects  
Minimum Education: Bachelor’s Degree in Business Administration or equivalent.

18. Quality Assurance Analyst  
**Functional Responsibilities:** Provides technical and administrative direction for personnel performing software development tasks, including review of work products for correctness, adherence to the design concept, user standards and business rules, review of program documentation to assure government standards and requirements are adhered to and for progress in accordance with schedules. Coordinates with Project Manager and/or quality assurance manager to insure problems are resolved to user's satisfaction. Make recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on system concepts.  
Minimum Experience: 5 years of relevant experience in quality assurance  
Minimum Education: Bachelor’s Degree in Computer Science or equivalent experience

19. Subject Matter Expert I (SME I)  
**Functional Responsibilities:** The subject matter expert is responsible for leading and assisting with projects related to software engineering, networking engineering, systems engineering, cyber security, and program management. The SME will collaborate and coordinate with a variety of audiences to ensure projects and timelines are properly communicated and relied upon to provide recommendations for improvement. Demonstrate proficiency packaged enterprise software tools (e.g., Baan, SAP, PeopleSoft and Oracle). Performs tasks to include planning and managing the work of project teams; developing and executing project budgets; designing and implementing new organization structures; conceptual design and development of training curricula; translating an organization’s vision and strategy into core human resource and business processes; leading clients through streamlining, reengineering and transforming business processes.  
Minimum Experience: 13 Years  
Minimum Education: Bachelor’s Degree

20. Systems Architect  
**Functional Responsibilities:** Responsible for gathering and analyzing systems communications requirements (voice & data). Examines and assesses existing systems communications infrastructure. Architects integrated system solutions – properly integrating solutions with the core network. Prepares detailed design specifications implementing the developed architectures. Provides advice and assistance as necessary during implementation efforts. Can serve as Task/Team Leader Project Management role on certain engagements. May diagnose and resolve Tier III systems communication problems. Provides information systems strategies and implementation planning services. Evaluates and recommends technical, management and financial approaches to implement specific systems.  
Minimum Experience: 5 years of relevant experience in systems architecture  
Minimum Education: Bachelor’s Degree in Computer Science or equivalent experience
21. Systems Engineer

*Functional Responsibilities:* Architects, designs, develops, and operates systems following a formal systems engineering lifecycle (SELC) process. They work closely with system users to identify requirements and design information technology solutions to meet the needs. They apply formal testing methodologies to make sure that systems are tested against initial requirements. They integrate systems and identify and mitigate risks in systems development. They integrate systems components and verify full operational capability of each system release prior to releasing it to production.

*Minimum Experience:* 5 years of relevant experience in systems engineering

*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience

22. Technical Writer

*Functional Responsibilities:* Conducts research necessary to develop and revise training courses and prepares appropriate training catalogs. Develops instructor materials such as course outline, background material, and training aids. Develops student material such as course manuals, workbooks, handouts, completion certificates and course critique forms. Trains personnel by conducting formal classroom courses, workshops, seminars and/or computer-based or aided training. Coordinates for additional subject matter experts to participate in training as needed.

*Minimum Experience:* 5 years of relevant experience in technical training

*Minimum Education:* Bachelor’s Degree in Computer Science or equivalent experience
1. SCOPE
   a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
   b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES  I-FSS-60 Performance Incentives (April 2000)
   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

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

4. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
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
7. RESPONSIBILITIES OF THE CONTRACTOR
The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY
Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR
All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST
a. Definitions.
“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.
An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.
b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES
The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS
For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
   (1) The offeror;
   (2) Subcontractors; and/or
   (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

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

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

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING
a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 54151S IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
   b. Pricing for all IT Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.