

DETERMINED TO SUCCEED

Information Technology Schedule Pricelist General Purpose Commercial Information Technology Equipment, Software And Services

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

SPECIAL ITEM NUMBER 132-100 - ANCILLARY SUPPLIES AND/OR SERVICES

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



National Veterans Service Bureau



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Information for Ordering Activities Applicable To All Special Item Numbers

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage! on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage! and the Federal Acquisition Service Home Page (www.gsa.gov/fas) contain information on a broad array of products and services offered by small business concerns.

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

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

1. Geographic Scope of Contract:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery. [
-]
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

National Veterans Service Bureau
17472 S 2950 Road
El Dorado Springs, MO 64744-6178

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). 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 activities to obtain technical and/or ordering assistance: 816-896-2293

3. Liability for Injury or Damage

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9: G. Order/Modification Under Federal Schedule Contract

Block 16: Data Universal Numbering System (DUNS) Number: 078311736

Block 30: Type of Contractor: A. Small Disadvantaged Business

Block 37: Contractors tax payer Identification Number 27-835008

Block 40: Veteran Owned Small Business Type(VOSB): Answer A or
Service Disabled Veteran Owned Small Business

4a. CAGE Code: 6PVE8

4b. Contractor has/has not registered with the Central Contractor Registration Database.

5. FOB Destination

6. Delivery Schedule

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>132 51</u>	<u>30</u> Days
<u>132 100</u>	<u>30</u> Days

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

c. i. SIN 132-54 and SIN 132-55, ACCELERATED SERVICE DELIVERY (7 calendar days or less): the time required for COMSATCOM services to be available after order award. Under Accelerated Service Task

Orders, service acceptance testing, unless otherwise required by the satellite provider or host nation, shall be deferred until Ordering Activity operations permit.

- ii. SIN 132-54 and SIN 132-55, TIME-CRITICAL DELIVERY (4 hours or less): the time required for COMSATCOM services to be available after order award. Under Time-Critical Task Orders, service acceptance testing unless otherwise required by the satellite provider or host nation shall be deferred until Ordering Activity operations permit. Time-Critical Delivery shall be predicated on the availability of COMSATCOM transponded capacity (contracted bandwidth and power, pre-arranged Host Nation Agreements, frequency clearance) or COMSATCOM subscription services (bandwidth, terminals, network resources, etc.).
- iii. For SIN 132-54 and SIN 132-55, EXTENDED SERVICE DELIVERY TIMES: the time required under extenuating circumstances for COMSATCOM services to be available after order award. Such extenuating circumstances may include extended time required for host nation agreements or landing rights, or other time intensive service delivery requirements as defined in the individual requirement. Any such extended delivery times will be negotiated between the Ordering Activity and Contractor.

7. Discounts: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: 0.5% 10 Net 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity- None
- c. Dollar Volume- Additional 1% for orders exceeding \$300,000
- d. Other Special Discounts (i.e. Government Education Discounts, etc.) None

8. Trade Agreements Act of 1979, as amended:

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

9. Statement Concerning Availability Of Export Packing:

10. Small Requirements: The minimum dollar of orders to be issued is \$ 100_____.

11. Maximum Order (All dollar amounts are exclusive of any discount for prompt payment.)

- a. The Maximum Order for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-51 - Information Technology Professional Services
- b. The Maximum Order for the following Special Item Numbers (SINs) is \$150,000:
Special Item Number 132-100 - Ancillary Supplies and/or Services

12. Ordering Procedures For Federal Supply Schedule Contracts

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

- 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 activities, 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 2003)

- (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. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (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.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. Contract Administration For Ordering Activities:

Any ordering activity, 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 ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

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.gsaadvantage.gov>

17. Purchase Of Open Market Items

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

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

18. Contractor Commitments, Warranties And Representations

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
 - (1) Time of delivery/installation quotations for individual orders;
 - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
 - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
- c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

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:

N/A

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity 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 applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

23. Section 508 Compliance. N/A

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes _____

No _____

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL):

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

24. Prime Contractor Ordering From Federal Supply Schedules.

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

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

(b) The following statement:

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

Terms and Conditions Applicable to Information Technology (IT)

PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

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

1. Scope

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

2. Performance Incentives I-FSS-60 Performance Incentives (April 2000)

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

3. Order

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

4. Performance of Services

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

- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. Stop-Work Order (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. Inspection Of Services

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I OCT 2008) (DEVIATION I - FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. Responsibilities of the Contractor

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. Responsibilities of the Ordering Activity

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/IAM Professional Services.

9. Independent Contractor

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

10. Organizational Conflicts Of Interest

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. Invoices

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

12. Payments

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time and materials orders, the Payments under Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time and materials orders placed under this contract. For labor hour orders, the Payment under Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

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

13. Resumes

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

14. Incidental Support Costs

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

15. Approval Of Subcontracts

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

16. Description of IT/IAM Professional Services and Pricing

Labor Category Descriptions

SIN 132 51

Program Manager

Minimum/General Experience: At least four years experience in managing large complex IT projects including at least 25 persons in subordinate groups in diverse locations with demonstrated capability in the overall management of contracts of similar type or complexity. Experience in a Government contracting environment is preferred.

Functional Responsibility: Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities.

Minimum Education: Graduate Degree in a recognized technical, engineering, scientific, business or other related discipline. An additional two years of relevant experience may be substituted for the Graduate Degree. An additional four years of relevant experience (a total of six years of experience) may be substituted for the Bachelor's Degree.

IT Project Manager

Minimum/General Experience: At least two years experience in managing complex IT projects including at least 10 persons. Experience in a Government contracting environment is preferred.

Functional Responsibility: Manages single or multiple IT projects/tasks. Manages assigned projects to meet client requirements. Determines project scope with client and manages the design of assigned projects. Responds effectively to meet client's needs. Supports client in business and action planning. Oversees quality inspection and quality assurance activities, conducts project audits and evaluations, and recommends project-level performance standards. Manages projects, budgets, schedules, and delivery of services. Manages client relationships for teams of IT consultants and professionals assigned to projects and client-customer program and operations work sites.

Under the supervision of IT Program Manager, provides financial management, administration, and schedule control over the activities of one or more specific subtasks within projects. Supports IT Program Manager in project management, configuration management, quality of work, scheduling, and cost control. Must possess extensive knowledge of methods and procedures to minimize costs and maximize efficiency in achieving the requirements of the project.

Minimum Education: Bachelor's degree in business, communications, IT or other relevant discipline.

Management Analyst

Minimum/General Experience: Requires 1 year user proficiency with PC hardware, standard software, specialized applications, and effective oral and written communication skills to explain technical situations, present information, and provide training. Analyst must have knowledge of the office suite and desktop applications, experience in problem resolution of systems, electronic commerce or web hosting.

Functional Responsibility: Serves as an initial tier 1 contact for clients experiencing technical and/or non-technical issues. Requires ability to diagnose, troubleshoot and client issues by employing strong listening and communication skills. Must have creative problem-solving skills to assist clients. Must be a team player that contributes to the resolution of the client's business problems. Provides ongoing technical support for specialized applications: logs trouble calls,

analyzes and corrects problem at source. Advises users of changes in procedures. Identifies problems requiring vendor assistance and coordinates vendor technical support.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Systems Analyst I

Minimum/General Experience: Requires 2 years user proficiency with PC hardware, standard software, specialized applications, and effective oral and written communication skills to explain technical situations, present information, and provide training. Analyst must have knowledge of the office suite and desktop applications, experience in problem resolution of systems, electronic commerce or web hosting.

Functional Responsibility: Ensures the integrity, dependability and availability of systems, networks and data through planning, analysis, development, implementation, maintenance and enhancement of information systems programs, policies, procedures and tools. Implements and administers operating systems, enterprise applications and related hardware and software environments to provide reliable and timely support to system users.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Systems Analyst II

Minimum/General Experience: Requires 3 years user proficiency with PC hardware, standard software, specialized applications, and effective oral and written communication skills to explain technical situations, present information, and provide training. Analyst must have knowledge of the office suite and desktop applications, experience in problem resolution of systems, electronic commerce or web hosting. Ability to develop, execute and lead less complex technical tasks and apply analytical problem solving methodologies.

Functional Responsibility: Ensures the integrity, dependability and availability of systems, networks and data through planning, analysis, development, implementation, maintenance and enhancement of information systems programs, policies, procedures and tools. Implements and administers operating systems, enterprise applications and related hardware and software environments to provide reliable and timely support to system users. Defines and validates proper and reliable backup schedules to recover data in case of hardware and software failures. Researches, introduces, implements and maintains new technologies to support current and future IT operations. Applies firmware and software patches, replaces and upgrades hardware parts to maintain and support state of the art systems. Works with security personnel to implement programs to ensure that systems, network and data users are aware of, understand, and adhere to systems security policies and procedures. Controls access lists with levels of permissions and passwords. Safeguards file systems and emails against outside and inside security threats. Provides timely and reliable support to systems in case of an emergency. Participates in off-hours on-call schedule and in defining and implementing enterprise wide and IT COOP procedures.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Senior Systems Analyst

Minimum/General Experience: Requires 4 years user proficiency with PC hardware, standard software, specialized applications, and effective oral and written communication skills to explain technical situations, present information, and provide training. Analyst must have knowledge of the office suite and desktop applications, experience in problem resolution of systems, electronic commerce or web hosting. Ability to develop, execute and lead less complex technical tasks and apply analytical problem solving methodologies. Two to three years computer operations, network management and/or desktop support experience are also required.

Functional Responsibility: Provides analysis, design, configuration, testing, implementation, documentation and staff training for software that includes or supports operating systems, file and application servers, databases and network environments as it applies to Information Systems. Ensures the integrity, dependability and availability of systems, networks and data through planning, analysis, development, implementation, maintenance and enhancement of information systems programs, policies, procedures and tools. Implements and administers operating systems, enterprise applications and related hardware and software environments to provide reliable and timely support to system users. Defines and validates proper and reliable backup schedules to recover data in case of hardware and software failures. Researches, introduces, implements and maintains new technologies to support current and future IT operations. Applies firmware and software patches, replaces and upgrades hardware parts to maintain and support state of the art systems. Works with security personnel to implement programs to ensure that systems, network and data users are aware of, understand, and adhere to systems security policies and procedures. Controls access lists with levels of permissions and passwords. Safeguards file systems and emails against outside and inside security threats. Provides timely and reliable support to systems in case of an emergency. Participates in off-hours on-call schedule and in defining and implementing enterprise wide and IT COOP procedures.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Principal Information Engineer

Minimum/General Experience: Three years experience in managing the implementation of information engineering projects and experience in system analysis, design and programming.

Functional Responsibility: Must be capable of applying an enterprise wide set of disciplines for planning, analyzing, designing and construction information systems enterprise wide or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Must be capable of performing enterprise wide strategic system planning, information planning, business and analysis. Performs process, data modeling, or security strategies in support of the planning and analysis efforts, using manual and automated tools.

Minimum Education: B.A or B.S degree in a technically related discipline. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Senior Application Help Desk Lead

Minimum/General Experience: Four years experience in problem resolution of systems. Familiarity with appropriate desktop and software systems. Ability to communicate orally and in writing and experience interfacing with clients and customers and handling sensitive issues. Two to three years progressively responsible computer operations, network management and/or desktop support experience.

Functional Responsibility: Has overall responsibility for support staff and the activities associated with the identification, prioritization, and resolution of reported problems. Ensures that all phases of service desk support are

properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software. Assigns personnel to various operations and directs their activities; reviews and evaluates their work and prepares performance reports.

Develops, executes and leads complex technical tasks to apply analytical problem solving methodologies. Has at least eight years of experience as a systems analyst including senior leadership positions related to analytical programs and tasks. Effectively allocates resources and provides technical direction to junior support staff, and interfaces with project team.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Senior Application Help Desk Specialist

Minimum/General Experience: Three years experience in problem resolution of systems. Familiarity with appropriate desktop and software systems. Ability to communicate orally and in writing and experience interfacing with clients and customers and handling sensitive issues. Two to three years progressively responsible computer operations, network management and/or desktop support experience.

Functional Responsibility: Serves as a primary tier 1 or tier 2 contact for clients experiencing technical and/or non-technical issues. Requires ability to diagnose, troubleshoot and client issues by employing strong listening and communication skills. Must have creative problem-solving skills to assist clients. Serves as primary back up for Help Desk Lead. Must be a team player that contributes to the resolution of the client's business problems. Provides ongoing technical support for specialized applications: logs trouble calls, analyzes and corrects problem at source. Advises users of changes in procedures. Identifies problems requiring vendor assistance and coordinates vendor technical support. Trains and mentors all junior staff members.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Application Help Desk Specialist I

Minimum/General Experience: One year experience in problem resolution of systems. Familiarity with appropriate desktop and software systems. Ability to communicate orally and in writing and experience interfacing with clients and customers and handling sensitive issues. Two to three years progressively responsible computer operations, network management and/or desktop support experience.

Functional Responsibility: Serve as tier 1 or tier 2 contact for clients experiencing technical and/or non-technical issues. Requires ability to diagnose, troubleshoot and client issues by employing strong listening and communication skills. Must have creative problem-solving skills to assist clients. Must be a team player that contributes to the resolution of the client's business problems. Provides ongoing technical support for specialized applications: logs trouble calls, analyzes and corrects problem at source. Advises users of changes in procedures. Identifies problems requiring vendor assistance and coordinates vendor technical support.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Application Help Desk Specialist II

Minimum/General Experience: Two years experience in problem resolution of systems. Familiarity with appropriate desktop and software systems. Ability to communicate orally and in writing and experience interfacing with clients and customers and handling sensitive issues. Two to three years progressively responsible computer operations, network management and/or desktop support experience.

Functional Responsibility: Serves as a primary tier 1 or tier 2 contact for clients experiencing technical and/or non-technical issues. Requires ability to diagnose, troubleshoot and client issues by employing strong listening and communication skills. Must have creative problem-solving skills to assist clients. Must be a team player that contributes to the resolution of the client's business problems. Provides ongoing technical support for specialized applications: logs trouble calls, analyzes and corrects problem at source. Advises users of changes in procedures. Identifies problems requiring vendor assistance and coordinates vendor technical support.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four years of documented relevant experience or an Associate's Degree together with two years of documented relevant experience, may be substituted for the Bachelor's Degree.

Subject Matter Expert I

Minimum/General Experience: Seven years of progressive functional experience related to key technical areas. Three years of this functional experience must have included management responsibility for smaller or less complex projects related to the individual's subject matter expertise.

Functional Responsibility: Provides expertise, technical services and leadership in the subject matter area necessary for effective implementation of projects. Provides functional advise, analysis, and methodological support to smaller, less complex projects. Assists senior experts with analysis, evaluation and preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation.

Develops and executes technical tasks, applies analytical problem solving methodologies, technical direction, interfaces with client and effectively allocates resources. Has specialized experience in planning, evaluating, directing, and coordinating IT research and development projects. Provides technical direction to junior members of the project team.

Minimum Education: Bachelor's degree in relevant technical discipline (or equivalent work experience).

Subject Matter Expert II

Minimum/General Experience: Ten years of progressive functional experience related to key technical areas. Five years of this functional experience must have included management responsibility for small to medium projects related to the individual's subject matter expertise.

Functional Responsibility: Defines problems, analyzes and develops plans and requirements in the subject matter area for moderately complex to complex systems. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the following specialties: information systems architecture, networking; telecommunications, automation, communications protocols, risk management/electronic analysis, software, lifecycle management, software development methodologies, and modeling and simulation. Has experience managing small to medium teams, takes responsibility for work product delivery and quality. Demonstrates strong technical writing and presentation skills.

Minimum Education: Bachelor's degree in relevant technical discipline (or equivalent work experience).

Subject Matter Expert III

Minimum/General Experience: Twelve years of progressive functional experience related to key technical areas. Five years of this functional experience must have included management responsibility for medium to large projects related to the individual's subject matter expertise.

Functional Responsibility: Provides technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area in support of medium to large-level projects. Advises, evaluates, and provides recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Provides technical direction to members of the project team. Has experience managing medium to large teams, takes responsibility for work product delivery and quality.

Minimum Education: Master's degree in relevant technical discipline (or equivalent work experience).

IT Consultant Staff I

Minimum/General Experience: Seven years experience in systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Applies basic knowledge of programming techniques. Develops program specifications for writing and testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. An additional four years of relevant experience may be substituted for the Bachelor's Degree.

IT Consultant Staff II

Minimum/General Experience: Ten years experience in systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Applies intermediate knowledge of programming techniques. Develops program specifications for writing and/or testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. An additional four years of relevant experience may be substituted for the Bachelor's Degree.

IT Consultant Staff III

Minimum/General Experience: Twelve years experience in systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Applies advanced knowledge of programming techniques. Develops program specifications for writing and/or testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. An additional four years of relevant experience may be substituted for the Bachelor's Degree.

IT Consultant Staff IV

Minimum/General Experience: Fifteen years experience in systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Applies advanced knowledge of programming techniques. Develops program specifications for writing and/or testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures. Provides directions and supervises the work of the project consulting team.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. An additional four years of relevant experience may be substituted for the Bachelor's Degree.

PeopleSoft IT Consultant I

Minimum/General Experience: Six years PeopleSoft experience in systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Serves as a PeopleSoft technical or functional expert in areas relevant to the project. Applies basic knowledge of programming techniques. Develops program specifications for writing and testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. An additional four years of relevant experience may be substituted for the Bachelor's Degree.

PeopleSoft IT Consultant II

Minimum/General Experience: Seven years PeopleSoft experience in systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Serves as a PeopleSoft technical or functional expert in areas relevant to the project. Applies advanced knowledge of programming techniques. Develops program specifications for writing and testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. An additional four years of relevant experience may be substituted for the Bachelor's Degree.

IT Professional Staff Level I

Minimum/General Experience: One year experience in systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Applies basic knowledge of programming techniques. Develops program specifications for writing and testing programs.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. An additional two years of relevant experience may be substituted for the Bachelor's Degree.

IT Professional Staff Level II

Minimum/General Experience: Three years experience in systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Applies advanced knowledge of programming techniques. Develops program specifications for writing and testing programs. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.

Minimum Education: Bachelor's Degree in computer science, information systems management, mathematics, engineering, or related field. An additional two years of relevant experience may be substituted for the Bachelor's Degree.

SIN 132 100

Operations Administrator I

Minimum/General Experience: Three years administrative experience related to government or other related programs.

Functional Responsibility: Provides program management support and executive administrative support of IT Programs. Drafts and updates SOPs and white papers. Provides administrative support in the areas of preparing briefing presentations, and querying database systems for program metrics. Provides administrative support as documented in policy. Generates travel orders, coordinate travel visas, confirm travel manifests, update information in an office-level tracking management ledger or database. Passes clearances and visit requests for personnel. Coordinates travel reservations. Maintains deployment rosters and files and perform records management.

Minimum Education: Associate's degree in human resource development, organizational behavior, business administration, public administration, management, or relevant technical discipline (or equivalent work experience).

Operations Administrator II

Minimum/General Experience: Four years administrative experience related to government or other related programs.

Functional Responsibility: Provides Program Management support and executive administrative support of IT Programs. Drafts and update SOPs and white papers. Provides administrative support in the areas of preparing briefing presentations, and querying database systems for program metrics. Provides administrative support as documented in policy. Generate travel orders, coordinate travel visas, confirm travel manifests, update information in an office-level tracking management ledger or database. Passes clearances and visit requests for personnel. Coordinates travel reservations. Maintains deployment rosters and files and perform records management. Provides directions and supervises the work of the operations administration team.

Minimum Education: Associate’s degree in human resource development, organizational behavior, business administration, public administration, management, or relevant technical discipline (or equivalent work experience).

National Veterans Service Bureau Proposed GSA Pricelist

SIN	Labor Category Title	GSA Rate w/ IFF
132 51	Program Manager	\$144.42
132 51	IT Project Manager	\$139.33
132 51	Management Analyst	\$66.55
132 51	Systems Analyst I	\$73.92
132 51	Systems Analyst II	\$84.09
132 51	Senior Systems Analyst	\$110.83
132 51	Principle Information Engineer	\$92.39
132 51	Senior Application Help Desk Lead	\$115.26
132 51	Senior Application Help Desk Specialist	\$115.26
132 51	Application Help Desk Specialist I	\$69.22
132 51	Application Help Desk Specialist II	\$87.45
132 51	Subject Matter Expert I	\$144.75
132 51	Subject Matter Expert II	\$159.17
132 51	Subject Matter Expert III	\$177.65
132 51	IT Consultant Staff Level I	\$130.21
132 51	IT Consultant Staff Level II	\$132.69
132 51	IT Consultant Staff Level III	\$142.48
132 51	IT Consultant Staff Level IV	\$149.71
132 51	PeopleSoft IT Consultant I	\$135.77
132 51	PeopleSoft IT Consultant II	\$143.17
132 51	IT Professional Staff Level I	\$44.43
132 51	IT Professional Staff Level II	\$54.31
132 100	Operations Administrator I	\$80.35
132 100	Operations Administrator II	\$83.40

SubSIN Descriptions

Systems Development Services (D302)

NVSB's team of software developers and network engineers has demonstrated experience evaluating IT environments and building systems aligned with requirements. Our team has a solid understanding of the Software Development Lifecycle (SDLC) and provides a thorough comprehension of application business rules and processes. In addition, E-volve's team is fluent in a number of application development languages including PeopleCode, Java, JavaScript, C++, Pearl, and XML has experience building multi-tier applications, understands .NET technology, and realizes the importance of efficient assessment, design, testing, development, and documentation.

Systems Analysis Services (D306)

NVSB personnel have experience evaluating IT environments and providing performance monitoring, application management, and analytical trend analysis. The team provides systems analysis support, identifies and defines risks and issues, and analyzes system platforms. Our engineers ensure hardware and software compatibility, and revise systems and procedures in order to correct deficiencies. In addition, our team has experience collaborating with business stakeholders, clients, and project managers.

Automated Information Systems Services (D307)

NVSB's has extensive experience working with a range of hardware and software components in order to build systems to meet specific information-handling requirements. In its evaluation and assessment process, team members analyze technical alternatives and have a systematic approach to determining cost-effective and efficient strategies/solutions. Additionally, these individuals have solid communications skills and are able to adequately prepare results and make viable recommendations.

Programming Services (D308)

NVSB's analytical problem solvers can design, develop, debug, unit test, and document software. Our engineers have in-depth technical knowledge and insight along with experience using JAVA, JavaScript, Websphere Application Server, and .NET technology. This team has a concrete understanding of the Software Development Lifecycle (SDLC) and provides an in-depth comprehension of application business rules and processes. In addition, developers have a thorough understanding of a range of technical and architectural concepts including Rational Unified Process (RUP), Agile development methods, and Model Driven Architecture.

Backup and Security Services (D310)

NVSB has a concrete understanding of hardware peripherals, software, network security, and firewalls. In addition, our engineers are analytical and innovative thinkers with experience implementing and maintaining network security plans, performing data backup and recovery, working quickly (as applicable) to resolve mission-critical issues, troubleshooting and diagnosing errors, and providing clear communications within a team dynamic.

Data Conversion Services (D311)

NVSB's data conversion team analyzes information and determines conversion specifications while providing well-documented requirements to the development team. Our engineers are thoroughly familiar with data conversion processes and have proven experience extracting, validating, and loading data as well as designing, developing, and executing tests to confirm data conversion success.

USA Commitment to Promote Small Business Participation Procurement Programs

Preamble

National Veterans Service Bureau provides commercial products and services to ordering activities. 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 ordering activity contracts. To accelerate potential opportunities please contact **Vincent Cannady**; Phone: **816-896-2293**; E-mail: **vnc@e-nvsb.org**; Fax: **816-896-2293**.

Best Value Blanket Purchase Agreement Federal Supply Schedule

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and **National Veterans Service Bureau**, enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

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

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

Signatures

_____	_____	_____	_____
Ordering Activity	Date	Contractor	Date

BPA NUMBER _____

(CUSTOMER NAME)

BLANKET PURCHASE AGREEMENT

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

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

Model Number/Part Number	*Special BPA Discount/Price

- (2) Delivery:

Destination	Delivery Schedules / Dates

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

- (4) This BPA does not obligate any funds.

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

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

Office	Point of Contact

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

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

- (a) Name of Contractor;
- (b) Contract Number;

- (c) BPA Number;
 - (d) Model Number or National Stock Number (NSN);
 - (e) Purchase Order Number;
 - (f) Date of Purchase;
 - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.



Vincent Cannady

17472 S. 2950 Road, El Dorado Springs, Mo 64744

Phone 816-896-2293 Fax 866-206-6879

Email vnc@nvsb.org On the Web www.nvsv.org

Basic Guidelines for Using “Contractor Team Arrangements”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

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

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

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

Here is a general outline on how it works:

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



National Veterans Service Bureau



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