



General Services Administration
CONSOLIDATED SCHEDULE
Authorized Federal Acquisition Schedule Price List

CONTRACT NUMBER: GS-00F-0001N
CONTACT PERIOD: OCTOBER 1, 2002 TO JUNE 13, 2014

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

CONTRACTOR CONTACT INFORMATION

Richard S. Carson & Associates, Inc.
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Bethesda, MD 20814-3444
Phone: 301.656.4565
Fax: 301.656.4806
Internet: www.carsoninc.com

Points of Contact:

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Richard S. Carson & Associates, Inc. ... a team of highly motivated, experienced professionals dedicated to applying proven business methodology, practices and advanced technology to provide cost-effective strategies and solutions for industry and government.

Carson Associates is an Equal Opportunity Employer

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MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)

Customer Information

Business Size	Small
1a. Special item numbers.	C874-1 and C874-2
1b. Lowest price.	Please see Page 5
1c. Labor Category Description	Please see Page 6
2. Maximum Order.	\$1,000,000
3. Minimum Order.	\$100
4. Geographic Coverage (Delivery Area).	Continental United States
5. Point of Production.	Bethesda, Montgomery County, Maryland
6. Discount statement of net prices.	All prices herein are net (discount deducted) to the contracted agency.
7. Quantity discounts.	None
8. Prompt payment terms.	None
9a. Government Commercial Credit Card Acceptance.	Government VISA/MasterCard Accepted
9b. Discount for payment by Government commercial credit card.	None
10. Foreign Items.	None
11a. Time of Delivery.	As agreed with each order
11b. Expedited Delivery.	Listed items annotated with an asterisk (*) are available for expedited delivery.
11c. Overnight/2-day delivery.	Overnight and 2-day delivery is available as negotiated on each delivery order.
11d. Urgent Requirements.	Not applicable
12. F.O.B. point.	Destination Richard S. Carson & Associates, Inc.
13. Ordering address.	4720 Montgomery Lane, Suite 800 Bethesda, Maryland 20814 Richard S. Carson & Associates, Inc.
14. Payment address.	4410 Prince Road Rockville, Maryland 20853
15. Warranty provision.	Not applicable
16. Export packing Charges.	Not applicable
17. Terms and Conditions of Government commercial credit card acceptance.	None
18. Terms and Conditions of rental, maintenance, and repair	Not Applicable
19. Terms and Conditions of Installation	Not Applicable

20. Terms and Conditions of repair parts indicating date of parts price lists and any discounts from list prices	Not Applicable
21. List of services and distribution points	Not Applicable
22. List of Participating dealers	Not Applicable
23. Preventive Maintenance	Not Applicable
24. Special Attributes	Not Applicable
25. Data Universal Numbering System	09-240-2544
26. Central Contractor Registration.	Contractor is registered in CCR.

MOBIS PRICE LIST

Approved by the General Services Administration

Richard S. Carson & Associates, Inc. (Carson Associates) is pleased to offer the following mission oriented business integrated services (MOBIS) in response to the Government's need to enable federal agencies to improve performance, quality, timeliness, and efficiencies throughout their organizations. Through our recent and long-term experience providing business solutions to Government agencies, Carson Associates has gained a firm understanding of the *dynamic, evolutionary influences and mandates* which affect an organization's structure and performance.

The following prices reflect net cost to all government agencies for Mission Oriented Business Integrated Services (MOBIS) provided by Richard S. Carson & Associates, Inc.

SIN C874-1. Consultation Services

Carson Associates provides expert advice, assistance, guidance and/or counseling in support of federal agencies' management, organizational, and business improvement efforts. Toward real, immediate, enduring business improvements, Carson Associates has extensive experience providing MOBIS products and services including:

October 1, 2002 – June 13, 2014

Labor Category		Hourly Rate	Daily Rate
Principal Consultant	*	\$ \$193.00	\$ \$1,544.00
Executive Consultant	*	\$ \$166.00	\$ \$1,328.00
Senior Consultant	*	\$ \$128.38	\$ \$1,027.04
Consultant	*	\$ \$101.16	\$ \$809.28
Team Leader	*	\$ \$80.77	\$ \$646.16
Production Assistant	*	\$ \$56.67	\$ \$453.36
Graphics Illustrator	*	\$ \$31.10	\$ \$248.80
Word Processor	*	\$ \$58.10	\$ \$464.80

* Indicates items available for expedited delivery.

- **Strategic, Business, and Action Planning**
- **Cycle Time**
- **Leadership Systems**
- **Process and Productivity Improvement**
- **Organizational Assessments, Program Audits, and Evaluations**
- **Systems Alignment**
- **High Performance Work**
- **Performance Measures and Indicators**
- **Process Modeling and Simulation**

SIN C874-2. Facilitation Services

Carson Associates provides facilitation and related decision support services to federal agencies as they engage in collaboration efforts, working groups, integrated product, process, or self-directed teams. In providing Facilitation Services, Carson Associates acts as a neutral party bringing together groups with both common and diverse interests.

Utilizing a variety of technical and functional experts, automated facilitation tools, and problem solving methods, Carson Associates facilitators expertly brings diverse viewpoints together in a single forum, breaking out the positive and productive attributes of each viewpoint, and molding these viewpoints into an integrated approach to resolve common problems or to improve current practices highlights the benefit of collaborative efforts. Carson Associates' facilitation services gain benefits for the client in several areas:

October 1, 2002 – June 13, 2014

Labor Category		Hourly Rate	Daily Rate
Principal Consultant	*	\$ \$193.00	\$ \$1,544.00
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Team Leader	*	\$ \$80.77	\$ \$646.16
Production Assistant	*	\$ \$56.67	\$ \$453.36

* Indicates items available for expedited delivery.

- **Electronic Meeting Facilitation**
- **Team Development**
- **Knowledge Generation & Communication**
- **Process/System Design**

LABOR CATEGORY DESCRIPTIONS, EDUCATION AND EXPERIENCE GUIDELINES FOR MOBIS CATEGORIES

LABOR CATEGORY DESCRIPTIONS

Principal Consultant:

Top level senior staff member who works independently and interfaces with highest level customer personnel. General requirements call for a minimum of a high school diploma and 20 or more years of experience.

Executive Consultant:

High level senior staff member may report directly to the Principal Consultant or top level customer personnel. General experience required is 10 to 15 years experience, with a high school diploma.

Senior Consultant:

Works as an experienced staff member on projects, follows project plans and complex directions, may work independently or as a team. Experience requirements vary from 5-10 years, with a high school diploma.

Consultant:

Mid level project staff, may report to Senior Consultant, works on projects of medium complexity. Requires 1-5 years experience and a high school diploma.

Team Leader:

Junior level to mid level staff members may require direct supervision, works on tasks of lesser complexity. Requires 1-2 years experience and a high school diploma.

Production assistant:

Provides production support for contract deliverables, including assembling of deliverables, compilation and collection of data. Requires 0-1 years experience.

Graphics Illustrator:

Provides minor graphics support as required. Requires 0-1 years experience.

Word Processor:

Provides basic word processing functions. Requires 0-1 years experience.

INFORMATION TECHNOLOGY SERVICES

AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES

SPECIAL ITEM NUMBER C132-32 - TERM SOFTWARE LICENSES

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service – which is categorized under a difference SIN (132-34).

FSC CLASS 7030 - INFORMATION TECHNOLOGY SOFTWARE

Microcomputers; Application Software

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

SPECIAL ITEM NUMBER C132-33 - PERPETUAL SOFTWARE LICENSES

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service.

FSC CLASS 7030 - INFORMATION TECHNOLOGY SOFTWARE

Microcomputers; Application Software

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

SPECIAL ITEM NUMBER C132-34 - MAINTENANCE OF SOFTWARE AS A SERVICE

Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person-to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged commercially.

Software maintenance as a service is billed arrears in accordance with 31 U.S.C. 3324.

SPECIAL ITEM NUMBER C132-50 - TRAINING COURSES (FPDS Code U012)

SPECIAL ITEM NUMBER C132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

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

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

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

INFORMATION FOR ORDERING OFFICES

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!TM on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!TM 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.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering: Richard S. Carson & Associates, Inc.
4720 Montgomery Lane, Suite 800
Bethesda, MD 20814-3444

Payment: Richard S. Carson & Associates, Inc.
4410 Prince Road
Rockville, MD 20853-1303

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number can be used by ordering agencies to obtain technical and/or ordering assistance:
(301) 656-4565 extension 0081

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
Block 16: Data Universal Numbering System (DUNS) Number: 09-240-2544
Block 30: Type of Contractor - B. Other Small Business
Block 31: Woman-Owned Small Business - NO
Block 36: Contractor's Taxpayer Identification Number (TIN) 52-1152599

- 4a. CAGE Code: 8M394
- 4b. Contractor has 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)
C132-32, C132-33, C132-34	As Negotiated
C132-50	As Negotiated
C 132-51	As Negotiated

- 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.

- 7. **DISCOUNTS:** Prices shown are NET Prices; Basic Discounts have been deducted.
 - a. Government educational institutions receive the same discounts as all other government customers.

8. TRADE AGREEMENTS ACT OF 1979, as amended:

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

- 9. **Statement Concerning Availability of Export Packing:** Not available.

- 10. **Small Requirements:** The minimum dollar value 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 value for the following Special Item Numbers (SINs) is \$500,000:
 - Special Item Number C132-32 - Term Software Licenses
 - Special Item Number C132-33 - Perpetual Software Licenses
 - Special Item Number C132-34 - Maintenance of Software as a Service
 - Special Item Number C132-51 - Information Technology Professional Services
- b. The Maximum Order value for the following Special Item Numbers (SINs) is \$25,000:
 - Special Item Number C132-50 - Training Courses

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. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

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

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

19. OVERSEAS ACTIVITIES

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

No exceptions.

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.

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

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

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

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

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
 - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

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

27. ADVANCE PAYMENTS

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

TERMS AND CONDITIONS APPLICABLE TO TERM SOFTWARE LICENSES (SPECIAL ITEM NUMBER C132-32, PERPETUAL SOFTWARE LICENSES (SPECIAL ITEM NUMBER C132-33) AND MAINTENANCE AS A SERVICE (SPECIAL ITEM NUMBER C132-34) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE

1. INSPECTION/ACCEPTANCE

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

2. GUARANTEE/WARRANTY

a. Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.

Negotiation of warranty. THE LICENSED PRODUCT IS PROVIDED ON AN "AS-IS" BASIS, AND THERE ARE NO WARRANTIES EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. LICENSEE SHALL BE SOLELY RESPONSIBLE FOR THE SELECTION, USE, EFFICIENCY, AND SUITABILITY OF THE LICENSED PRODUCT AND LICENSOR SHALL HAVE NO LIABILITY THEREFOR.

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

c. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

3. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number 1-800-596-2006 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:30 a.m. EST to 6:00 P.M. EST.

4. SOFTWARE MAINTENANCE

a. **Software maintenance as it is defined: (select software maintenance type) :**

 X **1. Software Maintenance as a Product (SIN 132-32 or SIN 132-33)**

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service.

Software Maintenance as a product is billed at the time of purchase.

2. Software Maintenance as a Service (SIN 132-34)

Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person-to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged commercially. Software maintenance as a service is billed arrears in accordance with 31 U.S.C. 3324.

Software maintenance as a service is billed in arrears in accordance with 31 U.S.C. 3324.

b. Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

5. PERIODS OF TERM LICENSES (SIN 132-32) AND MAINTENANCE (SIN 132-34)

- a. The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.
- b. Term licenses and/or maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice to the Contractor.
- c. Annual Funding. When annually appropriated funds are cited on an order for term licenses and/or maintenance, the period of the term licenses and/or maintenance shall automatically expire on September 30 of the contract period, or at the end of the contract period, whichever occurs first. Renewal of the term licenses and/or maintenance orders citing the new appropriation shall be required, if the term licenses and/or maintenance is to be continued during any remainder of the contract period.
- d. Cross-Year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month (fiscal year) period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.
- e. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the term licenses and/or maintenance is to be terminated at that time. Orders for the continuation of term licenses and/or maintenance will be required if the term licenses and/or maintenance is to be continued during the subsequent period.

6. UTILIZATION LIMITATIONS - (SIN C132-32, SIN C132-33, AND SIN C132-34)

- a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.
- b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:
 - (1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.
 - (2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.
 - (3) Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the

ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.

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

(5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

7. SOFTWARE CONVERSIONS - (SIN C132-32 AND SIN C132-33)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system, or from one computer system to another. Under a perpetual license (C132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version. Under a term license (C132-32), conversion credits which accrued while the earlier version was under a term license shall carry forward and remain available as conversion credits which may be applied towards the perpetual license price of the new version.

8. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

The Contractor shall include, in the schedule pricelist, a complete description of each software product and a list of equipment on which the software can be used. Also, included shall be a brief, introductory explanation of the modules and documentation which are offered.

9. RIGHT-TO-COPY PRICING

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

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

1. SCOPE

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

Job Title:	Information Security Expert	Level I – \$224.25 Level II – \$179.70 Level III – \$154.04 Level IV – \$125.80 Level V – \$116.04 Level VI – \$91.89
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Minimum/General Experience: Progressive technical experience in the area of Information Systems security, with at least 1-year specialization in the area of security.

Functional Responsibility: Analyzes and establishes processes and technologies to ensure comprehensive protection exists on computer systems to prevent unauthorized entry to computer systems or compromise of data integrity or secrecy. Security development for computer systems includes designing, prototyping, implementing, conducting independent verification and validation, and maintaining security for enterprise systems. Performs certification and accreditation of systems, security audits (i.e., FISMA), risk assessments, security plans, and system test and evaluation reviews and develops security policies and procedures. Provides up-to-date working knowledge in areas such as computer viruses, intrusion detection systems, encryption systems, firewalls, access and authentication technologies, etc. May be responsible for penetration testing, survivability and vulnerability analysis, and contingency/disaster recovery planning and testing.

Minimum Education: Bachelor's Degree in Computer Science, Information Systems, Electrical Engineering, or other related scientific or technical discipline.

Education Substitution: Four years of experience in related field.

Level 1: 9 years or more of experience
 Level 2: 7-9 years of experience
 Level 3: 5-7 years of experience
 Level 4: 5 years of experience
 Level 5: 3-5 years of experience
 Level 6: 0-3 years of experience

Job Title: **Project Manager I** **\$144.14**

Minimum/General Experience:

Five (5) years experience

Functional Responsibility:

Responsible for oversight of entire contract. Serves as corporate representative to government and is the primary interface with the client. Oversees various systems projects of a highly complex nature. Responsible for assembling project team, assigning individual responsibilities, identifying appropriate resources needed, and developing schedule to ensure timely completion of project and meeting deadlines of project. Must be familiar with the system scope and project objectives, as well as the role and function of each team member in order to effectively coordinate the activities of the team.

Minimum Education:

Master's Degree

Education Substitution:

Bachelor's Degree and two (2) years experience

Job Title: **Project Manager II** **\$128.67**

Minimum/General Experience:

Seven (7) years experience

Functional Responsibility:

Reports directly to Project Manager I on highly complex contract project matters and oversees multiple task orders on a contract. Responsible for management of projects that are moderately complex. Participates directly in the project tasks involving development of ADP applications. Plans project activities that may include but are not limited to network and client/server systems design and development. Maintains day-to-day interface with customer personnel.

Minimum Education:

Bachelor's Degree

Education Substitution:

High school diploma or equivalent and four (4) years experience.

Job Title: **Supervisor** **\$116.05**

Minimum/General Experience:

Nine (9) years experience

Functional Responsibility:

Reports directly to Project Manager II and is responsible for supervising individual task orders. Manages discreet tasks and project teams that are part of a larger project. Experience shall have included daily interaction with all technical staff. Areas of expertise may include but are not limited to communications, databases, operating systems, and 4GL and object-oriented programming. Responsible for the overall technical direction of task or tasks.

Minimum Education:

Bachelor's Degree

Education Substitution:

High school diploma or equivalent and four (4) years experience.

Job Title: **Primary Functional Specialist** **\$149.59**

Minimum/General Experience:

Twenty-Five (25) years experience

Functional Responsibility:

Responsible for ensuring that the functional requirements of the customer are satisfied by project. Ensures compatibility between existing systems and systems under development. Works independently as a high level technical and/or functional expert. Gives guidance and direction to all levels of staff reflecting detailed expert knowledge of a highly specialized area or function related to IT systems. Maintains currency in applications expertise. Recommends future directions or projects to clients. Develops IT systems for application areas that may include but is not limited to Logistics Management, Health Care Management, Budget systems, Nuclear Command and Control, and Mission Critical systems.

Minimum Education:

Master's Degree

Education Substitution:

Bachelor's Degree and two (2) years experience

Job Title: **Functional Specialist** **\$123.55**

Minimum/General Experience:

Twenty (20) years experience

Functional Responsibility:

Works as a member of the project team providing knowledge of a highly specialized area or function related to IT systems. Ensure compatibility between existing systems and systems under development. Maintains currency in applications expertise. Validates that customer requirements are being accurately reflected in systems design. Maintains close liaison with end user community to ensure system functional requirements are achieved and training objectives are successfully accomplished. Expertise in application areas may include but is not limited to Logistics Management, Health Care Management, Budget Information, Nuclear Command and Control, and Mission Critical systems. Reports directly to Senior Functional Specialist.

Minimum Education:

Bachelor's Degree

Education Substitution:

High school diploma or equivalent and four (4) years experience.

Job Title: **Technical Specialist I** **\$103.91**

Minimum/General Experience:

Nine (9) years experience

Functional Responsibility:

Responsible for overall systems architecture to include hardware components and COTS packages. Responsible for high-level technical systems analysis, design and integration and implementation for a group or section. Responsible for feasibility studies, time cost estimates, and development of technical solutions. Provides expert advice on system integration, compatibility and multiple platforms. Prepares activity reports on technical projects and provides technical briefing to customers. Technical areas of expertise may include but are not limited to document management, workflow, imaging, and client/server and open systems architecture.

Minimum Education:

Master's Degree

Education Substitution:

Bachelor's Degree and two (2) years experience

Job Title:	Technical Specialist II	\$89.80
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Minimum/General Experience:

Three (3) years experience

Functional Responsibility:

Responsible for overall systems architecture to include hardware components and COTS packages. Supervises technical activities including systems analysis, design, implementation, and integration. Assists in projection of software/hardware requirements. Assigns personnel technical projects and directs their activities. Directs priority and methods for solving technical problems. Responsible for quality review. Technical areas of expertise may include but are not limited to document management, workflow, imaging, and client/server and open systems architecture.

Minimum Education:

Master's Degree

Education Substitution:

Bachelor's Degree and two (2) years experience

Job Title:	Technical Specialist III	\$86.08
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Minimum/General Experience:

Nine (9) years experience

Functional Responsibility:

Responsible for overall systems architecture to include hardware components and COTS packages. Has full technical knowledge to perform specialized technical functions related to systems analysis, design, implementation, and integration. Formulates/defines technical scope and objective for assigned projects. Devises procedures to solve complex technical problems considering computer equipment capacity, operation time and form of desired results. Prepares detailed technical specifications. Responsible for directing work of team members. Responsible for project completion. Technical areas of expertise may include but are not limited to document management, workflow, imaging, and client/server and open systems architecture.

Minimum Education:

Bachelor's Degree

Education Substitution:

High school diploma or equivalent and four (4) years experience

Job Title: **Technical Specialist V** **\$76.91**

Minimum/General Experience:

One (1) year experience

Functional Responsibility:

Responsible for overall systems architecture to include hardware components and COTS packages. Under immediate supervision, assists in performing technical functions related to software development as assigned. Specialized experience includes developing applications that integrate multiple IT operating systems and programming languages. Operating systems may include but are not limited to Windows and UNIX.

Minimum Education:

Bachelor's Degree

Education Substitution:

High school diploma or equivalent and four (4) years experience

Job Title: **Analyst I** **\$76.19**

Minimum/General Experience:

Three (3) years experience.

Functional Responsibility:

Responsible for data modeling, data structures, and software engineering. Leads team in systems analysis and design, requirement development, software engineering, and application development for complex software systems. Addresses problem of system integration from a software perspective. Works independently in applying higher level analysis principles and analytical model development methodology to technical problems. Areas of expertise may include but are not limited to systems analysis, structure design methodology, data structures and modeling, and workflow analysis.

Minimum Education:

Bachelor's Degree

Education Substitution:

A high school diploma or equivalent and four (4) years experience

Job Title: **Analyst II** **\$68.14**

Minimum/General Experience:

Zero (0) years experience

Functional Responsibility:

Responsible for data modeling, data structures, and software engineering. Member of team providing systems analysis and design, requirements development, software engineering, and application development as related to simple to complex software systems. Responsible for completing work assigned in deliverable format. Areas of expertise may include but are not limited to systems analysis, structure design methodology, data structures, and workflow analysis.

Minimum Education:

Bachelor's Degree

Education Substitution:

High school diploma or equivalent and four (4) years experience

Job Title: **Programmer I** **\$59.20**

Minimum/General Experience:

Six (6) years experience

Functional Responsibility:

Lead project programmer with experience in commercial 3GL and 4GL programming. Responsible for program design, coding, testing, debugging and documentation. Has technical knowledge of all phases of applications programming. Responsible for directing and monitoring the work of team members. Responsible for program completion and user satisfaction. Uses structured methodology and programming languages that may include but are not limited to Visual Basic, SQL, Sybase, Oracle, HTML, and Perl.

Minimum Education:

Bachelor's Degree

Education Substitution:

High school diploma or equivalent and four (4) years experience

Job Title: **Programmer III** **\$49.12**

Minimum/General Experience: Two (2) years experience

Functional Responsibility: Under general supervision, performs assigned programming tasks. Develops code program subroutines in accordance with detailed program specifications. Uses structured methodology and programming languages that may include but are not limited to Visual Basic, SQL, Sybase, Oracle, HTML, and Perl.

Minimum Education: Bachelor's Degree

Education Substitution: High school diploma or equivalent and four (4) years experience

Job Title: **Typist *** **\$29.21**

Minimum/General Experience: One (1) year experience

Functional Responsibility: Performs a variety of assigned word processing functions

Minimum Education: High school diploma or equivalent

Education Substitution: None

** This labor category is to be used to support the professional labor categories contained in this contract and cannot be purchased separately.*

Job Title: **Technical Editor *** **\$49.10**

Minimum/General Experience: Two (2) year experience


Functional Responsibility: Responsible for content of technical documentation. Checks author's document for spelling, grammar and other editorial problems. Ensures that documents follow the style laid out in the company's style guide. Suggests revisions to the style guide as appropriate.

Minimum Education: Bachelor's Degree

Education Substitution: None

**This labor category is to be used to support the professional labor categories contained in this contract and cannot be purchased separately.*

SAINT® Network Vulnerability Product List

SAINT Professional	<p>SAINT Professional includes the integrated SAINTscanner®, SAINTexploit®, and SAINTwriter® and provides the ability to assess any target(s). The only restriction is based on the concurrent number of targets being assessed at once. Customers do not need to create license keys for specific targets. Targets are defined as IPv4, IPv6, and/or URL addresses, host names, and CIDR formats along with ranges, lists and subnets. SAINT Professional is sold to <u>end user customers</u> as a perpetual license. Licensing is based on the size of the network to be assessed and is offered as blocks of IP Addresses or quantity of Class C or B size networks. Annual maintenance provides product updates and technical support.</p>
SAINT Enterprise	<p>SAINT Enterprise includes the full suite of SAINT® products and is for organizations that want to take advantage of the SAINTmanager® console for managing multiple scanner instances, granular access controls, dashboards, trouble ticketing, and more. Licensing is based on the size of the network to be assessed and is offered as blocks of IP Addresses or quantity of Class C or B size networks. Enterprise is sold to end user customers as a perpetual license. Annual maintenance provides product updates and technical support.</p>
WebSAINT PRO	<p>WebSAINT PRO Online Vulnerability Scanner and Penetration Testing is offered as a SaaS cloud account that includes vulnerability scanning, penetration testing, and Web application scanning. A subscription to WebSAINT PRO® includes unlimited scanning for one year. Targets are licensed as either static or roaming. Licensing is based on the size of the network to be assessed and is offered as blocks of IP Addresses or quantity of Class C or B size networks.</p>
SAINT Consultant	<p>SAINT Professional for Consultants includes the integrated SAINTscanner®, SAINTexploit®, and SAINTwriter® and provides the ability to assess any target(s). The only restriction is based on the concurrent number of targets being assessed at once. Customers do not need to create license keys for specific targets. Targets are defined as IPv4, IPv6, and/or URL addresses, host names, and CIDR formats along with ranges, lists and subnets. SAINT Professional for <u>Consultants</u> is sold as a subscription license. Subscriptions include product updates and technical support.</p>
	<p>SAINTbox® – priced separately from the software licenses. Appliances come pre-configured with SAINT Enterprise and Professional editions. Maintenance includes updates and warranty. Licensing is based on the size of the network to be assessed and is offered as blocks of IP Addresses or quantity of Class C or B size networks.</p>

For pricing information on SAINT® products, please refer to <http://www.GSAAdvantage.gov>.

PRICING

SIN(s)	PART NUMBER	Product Description	GSA PRICE
C132 33	ST-ENT-5C-P	SAINT Enterprise - 5 Static Class C's - Perpetual 1-Time Fee	\$ 11,334
C132 33	ST-ENT-5C-M5	SAINT Enterprise - 5 Static Class C's - Annual Maintenance	\$ 2,834
C132 32	WebST-Pro-5-1Y	WebSAINT Pro - 5 Static IP Addresses - 1 Year Subscription	\$ 721
C132 32	WebST-Pro-25-1Y	WebSAINT Pro - 25 Static IP Addresses - 1 Year Subscription	\$ 2,081
C132 32	WebST-Pro-8R-1Y	WebSAINT Pro - 8 IP Roaming - 1 Year Subscription	\$ 1,446
C132 32	WebST-Pro-16R-1Y	WebSAINT Pro - 16 IP Roaming - 1 Year Subscription	\$ 2,040
C132 32	WebST-Pro-32R-1Y	WebSAINT Pro - 32 IP Roaming - 1 Year Subscription	\$ 2,902
C132 33	SB-Mini	SAINTbox – priced separately from the software licenses. Appliances come pre-configured with SAINT Enterprise and Professional editions. Maintenance includes updates and warranty.	\$ 1,424
C132 33	SB-100	SAINTbox – priced separately from the software licenses. Appliances come pre-configured with SAINT Enterprise and Professional editions. Maintenance includes updates and warranty.	\$ 1,904
C132 33	SB-Mini-M5	SAINTbox – priced separately from the software licenses. Appliances come pre-configured with SAINT Enterprise and Professional editions. Maintenance includes updates and warranty.	\$ 308
C132 33	SB-100-M5	SAINTbox – priced separately from the software licenses. Appliances come pre-configured with SAINT Enterprise and Professional editions. Maintenance includes updates and warranty.	\$ 381
C132 50	ST-TR-CERT	SAINT Scanner is the most flexible and proactive vulnerability security scanner available. SAINT Scanner performs scans of devices on a network and identifies how vulnerable each device is. The 2 day SAINT Scanner training course introduces concepts, frameworks, methodologies and strategies that are effective in successfully using the SAINT Scanner product. The course focuses on hands-on training supported by slide presentations, demonstrations, and lectures.	\$ 1,496
C132 33	ST-Pro-32-P	SAINT Professional - 32 IP Roaming - Perpetual 1-Time Fee	\$ 2,902
C132 33	ST-Pro-64-P	SAINT Professional - 64 IP Roaming - Perpetual 1-Time Fee	\$ 4,534
C132 33	ST-Pro-128-P	SAINT Professional - 128 IP Roaming - Perpetual 1-Time Fee	\$ 6,801
C132 33	ST-Pro-256-P	SAINT Professional - 256 IP Roaming - Perpetual 1-Time Fee	\$ 10,881

C132 33	ST-Pro-32-M5	SAINT Professional - 32 IP Roaming - Annual Maintenance	\$ 870
C132 33	ST-Pro-64-M5	SAINT Professional - 64 IP Roaming - Annual Maintenance	\$ 1,360
C132 33	ST-Pro-128-M5	SAINT Professional - 128 IP Roaming - Annual Maintenance	\$ 2,040
C132 33	ST-Pro-256-M5	SAINT Professional - 256 IP Roaming - Annual Maintenance	\$ 3,264
C132 32	ST-Pro-8-1Y	SAINT Consultant - 8 IP Roaming - 1 Year Subscription	\$ 902
C132 32	ST-Pro-32-1Y	SAINT Consultant - 32 IP Roaming - 1 Year Subscription	\$ 1,814
C132 32	ST-Pro-64-1Y	SAINT Consultant - 64 IP Roaming - 1 Year Subscription	\$ 3,174
C132 32	ST-Pro-128-1Y	SAINT Consultant - 128 IP Roaming - 1 Year Subscription	\$ 4,534
C132 32	ST-Pro-256-1Y	SAINT Consultant - 256 IP Roaming - 1 Year Subscription	\$ 7,254
C132 32	ST-Pro-U-2Y	SAINT Consultant - Unlimited IP - 2 Year Subscription	\$ 31,011
C132 33	ST-ENT-250-P	SAINT Enterprise - 250 Static IP - Perpetual 1-Time Fee	\$ 6,300
C132 33	ST-ENT-500-P	SAINT Enterprise - 500 Static IP - Perpetual 1-Time Fee	\$ 10,800
C132 33	ST-ENT-1000-P	SAINT Enterprise - 1000 Static IP - Perpetual 1-Time Fee	\$ 17,100
C132 33	ST-ENT-10C-P	SAINT Enterprise - 10 Static Class C's - Perpetual 1-Time Fee	\$ 19,800
C132 33	ST-ENT-250-M5	SAINT Enterprise - 250 Static IP - Annual Maintenance	\$ 1,575
C132 33	ST-ENT-500-M5	SAINT Enterprise - 500 Static IP - Annual Maintenance	\$ 2,700
C132 33	ST-ENT-1000-M5	SAINT Enterprise - 1000 Static IP - Annual Maintenance	\$ 4,275
C132 33	ST-ENT-10C-M5	SAINT Enterprise - 10 Static Class C's - Annual Maintenance	\$ 4,950
C132 32	WebST-Pro-50-1Y	WebSAINT Pro - 50 Static IP Addresses - 1 Year Subscription	\$ 2,655
C132 32	WebST-Pro-250-1Y	WebSAINT Pro - 250 Static IP Addresses - 1 Year Subscription	\$ 6,300
C132 32	WebST-Pro-128R-1Y	WebSAINT Pro - 128 IP Roaming - 1 Year Subscription	\$ 6,750
C132 32	WebST-Pro-256R-1Y	WebSAINT Pro - 256 IP Roaming - 1 Year Subscription	\$ 9,450
C132 32	ST-Pro-B-1Y	SAINT Consultant - Class B Roaming - 1 Year Subscription	\$ 13,500
C132 32	ST-Pro-U-1Y	SAINT Professional - Consultant - Unlimited IP - 1 Year Subscription	\$ 17,100
C132 32	ST-Pro-64-2Y	SAINT Professional - Consultant - 64 Roaming IP - 2 Year Subscription	\$ 5,670

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

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

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

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact Donna Ruginski, Senior Vice President by phone (301) 656-4565 ext., by fax (301) 656-4806, or email ruginskd@carsoninc.com.

**(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT**

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

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

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

(2) Delivery:

DESTINATION	DELIVERY SCHEDULE/DATES
_____	_____
_____	_____

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

(4) This BPA does not obligate any funds.

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

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

OFFICE	POINT OF CONTACT
_____	_____
_____	_____

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

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

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

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

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

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

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

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

Orders under a Team Arrangement are subject to terms and conditions or 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 customers 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.