

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

Special Item No. 132-51 Information Technology Professional Services

SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

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 D311	IT Data Conversion 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.

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Rockville MD 20850
(P) 301-564-0440
(F) 208-977-2532
www.ppsco.com

Contract Number: [GS-35F-0372L](#)
Period Covered by Contract: [March 29, 2012 to April 30, 2016.](#)

Pricelist current through Modification #PO – TBD

General Services Administration
Federal Supply Service

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

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INFORMATION FOR ORDERING ACTIVITIES

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. Geographic Scope of Contract:

The 48 contiguous states, Alaska, Hawaii, Puerto Rico, the District of Columbia, the U.S. Territories and commonwealths and overseas U.S. Government installations (including international organizations of which the U.S. is a member (i.e., NATO, the U.N., etc.) and other organizations authorized by statute.

2. Contractor's Ordering Address and Payment Information:

Ordering and Payment Address:

PPS INFOTECH, LLC
PO Box 2547
Kensington, MD 20891

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit 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(s) can be used by ordering activities to obtain technical and/or ordering assistance:

301-564-0440

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: 78-164-2863

Block 30: Type of Contractor – B. Other Small Business

Block 31: Woman-Owned Small Business –NO

Block 36: Contractor's Taxpayer Identification Number (TIN) 33-0837878

4a. CAGE Code: 1H5R8

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

5. FOB Destination

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)

132-51

As Mutually Agreed

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

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

a. Prompt Payment: _1_% - _20_ days from receipt of invoice or date of acceptance, whichever is later.

b. Quantity – None

c. Dollar Volume – None

d. Government Educational Institutions are offered the same discounts as all other Government customers.

e. Other – No prompt payment discounts are offered for credit card orders.

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: NONE

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

11. Maximum Order: (All dollar amounts are exclusive of any discount for prompt payment.)
 - a. Special Item Number 132-51 – Information Technology (IT) Professional Services
 - b. The maximum dollar value per order for all IT Professional services will be \$500,000.

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS.

In accordance with FAR 8.404:

[NOTE: Special ordering procedures have been established for Special Item Number (SIN) 132-51 IT Professional Services; refer to the terms and condition for this SIN.]

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering activities need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering activity has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

- a. Orders placed at or below the micro-purchase threshold. Ordering activities can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.
- b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering activities should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the ordering activity's needs. In selecting the supply or service representing the best value, the ordering activity may consider--
 - (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
 - (2) Trade-in considerations;
 - (3) Probable life of the item selected as compared with that of a comparable item;
 - (4) Warranty considerations;
 - (5) Maintenance availability;
 - (6) Past performance; and
 - (7) Environmental and energy efficiency considerations.

c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering activity to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering activities shall--

Review additional Schedule Contractors'

- (1) catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering activity determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

(1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);

(2) Offer the lowest price available under the contract; or (3)

Decline the order (orders must be returned in accordance with FAR 52.216-19).

d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering activities may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. Price reductions. In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering activities will find it advantageous to request a price reduction. For example, when the ordering activity finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering activity the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual ordering activity for a specific order.

f. Small business. For orders exceeding the micro-purchase threshold, ordering activities should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an ordering activity requirement, in excess of the micro-purchase threshold, is deined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering activity shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the ordering activity's needs.

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 Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing

label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

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

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (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 accreditati ons should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING 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 C. 1.)

16. GSA Advantage!

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

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

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

17. PURCHASE OF 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.

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

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

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

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

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

19. OVERSEAS ACTIVITIES

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

None.

Upon request of the Contractor, the 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)

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall 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.

23. SECTION 508 COMPLIANCE.

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

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

1. SCOPE

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

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with

its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services-Fixed Price (AUG 1996) (Deviation - May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection-Time-and-Materials and Labor-Hour (JAN 1986) (Deviation - May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation - May 2003) Rights in Data - General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT SERVICES AND PRICING

Consistent with industry wide practice, it is PPS InfoTech’s company policy, henceforth, that personnel shall be evaluated in a holistic manner taking two factors into consideration: (1) formal education, certifications and training; and (2) workplace experience. Consistent with practices customary in the field of Information Technology, PPS InfoTech’s evaluates all personnel on a case-by-case basis to ensure that each employee meets or exceeds the minimum requirements of the specific labor categories. Experience may also satisfy the formal educational requirement, and education may also satisfy the experience requirement in accordance with this approach. e.g. Employee X has 8 Years’ experience and a H.S. Diploma. Using the Experience and Education substitutions Employee X would satisfy the experience and education requirements for the labor category of Service Level Manager.

Experience Substitutions:

2 Years Professional Experience	Equals	Associate’s Degree
4 Years Professional Experience	Equals	Bachelor’s Degree
6 Years Professional Experience	Equals	Master’s Degree
10 Years Professional Experience	Equals	Ph.D.

Education Substitutions:

Ph.D	Equals	10 Years Professional Experience
Master’s Degree	Equals	6 Years Professional Experience
Bachelor’s Degree	Equals	4 Years Professional Experience
Associate’s Degree	Equals	2 Years Professional Experience

Project Manager

A. Responsibilities:

Serves as project manager for a task order and shall assist the Program Director in working with the Government Contracting Officer (CO), the contract-level Contracting Officer’s Representative (COR), the task order-level COR(s), and government management personnel. Under the guidance of the Program Director, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner.

B. Qualifications:

A Bachelor’s degree in Computer Science, Information Systems, Engineering, physical or life sciences, or Business. This position requires a minimum of 12 years IT experiences. Experience includes increasing responsibilities in information systems design and management.

Quality Assurance Analyst

A. Responsibilities:

Carries out procedures to ensure that all information systems products and services meet minimum company standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects. Documents all problems and work to resolve them. Devises improvements to current procedures and develops models of possible future configurations. Provides technical and administrative direction for personnel performing system development tasks, including the review of work products for correctness. Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. Support the QA Manager in QA reviews and audits.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life sciences, or Business. This position requires a minimum of 5 years experience, of which at least 2 year must be specialized experience in areas such as the following: analysis and design of business applications on complex systems for computers and/or networks, data base management, use of programming languages, and/or DBMS. Knowledge of life cycle standards and methods, and demonstrated ability to review specifications for computer systems to be used throughout the life cycle of system development. Proven understanding and application of government documentation standards. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

Documentation Specialist

A. Responsibilities:

Responsible for the creation and maintenance updating of required technical documentation (both hardware and software) and technical training materials. Works with staff and engineers on content and format of documentation. Works with little guidance. Provides documentation project planning and direction. Gathers, analyzes, and composes technical information. Conducts research and ensure the use of proper technical terminology. Converts technical information into clear, readable documents to be used by technical and non-technical personnel.

B. Qualifications:

An Associate's degree in Business, Accounting, Sciences, or Journalism is required. This position requires a minimum of 3 years experience, of which at least 2 years must be specialized. Specialized experience includes preparing technical documentation, which is to include researching for applicable Government and industry documentation standards. General experience includes technical writing and documentation experience pertaining to all aspects of IT. Demonstrated ability to work independently or under only broad supervision.

Principal Systems Architect

A. Responsibilities:

Provides daily technical supervision and direction to senior systems architects and other staff. Assist the program director and/or the project manager with high level advice and with determining workload distribution of entire system architect team for larger projects. Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards-such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model-as they apply to the implementation and specification of Information Management (IM)

solution of the application platform, across the application program interface (API), and the external environment/software application.

B. Qualifications:

A Master's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 10 years experience, of which at least 7 years must be specialized. Specialized experience includes: system architecture design, structured analysis, design methodologies and design tools, object oriented principles, network design/administration, and the logical and

physical, and technical architecture of large and complex information systems. General experience includes increasing responsibilities in systems engineering.

Senior Systems Architect

A. Responsibilities:

Provides daily technical supervision and direction to system architects and other staff members including mentoring of junior members. Assist the program director and/or the project manager with detailed technical advice. Assist the principal system architect with coordinating execution of system architecture tasks by the various team members. Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards-such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model-as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. As appropriate, ensures these systems are compatible and in compliance with Government and industry standards.

B. Qualifications:

A Master's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 8 years experience, of which at least 5 years must be specialized. Specialized experience includes: system architecture design, structured analysis, design methodologies and design tools, object oriented principles, network design/administration, and the logical and physical, and technical architecture of large and complex information systems. General experience includes increasing responsibilities in systems engineering.

Systems Architect

A. Responsibilities:

Provides occasional technical supervision and direction to junior staff members. Assist the program director and/or the project manager with technical advice. Consults with senior system architects and other system architects in the design of architecture covering multiple subsystems. Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures.

Evaluates analytically and systematically problems of workflow, organization, and planning and develops appropriate corrective action.

B. Qualifications:

A Master's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 5 years experience, of which at least 2 years must be specialized. Specialized experience includes: system architecture design, structured analysis, design methodologies and design tools, object oriented principles, network design/administration, and the logical and physical, and technical architecture of large and complex information systems.

Principal System Engineer

A. Responsibilities:

Provides daily technical supervision and direction to senior system engineers and other staff. Assist the program director and/or the project manager with high level advice and with determining workload distribution of entire system engineering team for larger projects. Applies an organization-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Performs enterprise strategic systems planning, enterprise information planning and business area analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated (Integrated Computer-Aided Software Engineering (ICASE)) tools. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Assist in establishing standards for information systems procedures. Has experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Provides technical guidance to application and software engineers on the overall integration of the subsystems.

B. Qualifications:

A Master of Sciences degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 8 years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and network engineering. Of the 8 years general experience, a minimum of 5 years specialized experience is required. Demonstrated experience in the different architectural environment is required. Proven technical leadership skills, and demonstrated written and oral communications skills are necessary. Must demonstrate the ability to work independently or under only general direction.

Senior System Engineer

A. Responsibilities:

Assist the principal system engineer with coordinating execution of system engineering tasks by the various team members. Applies engineering disciplines for the planning, analysis, design and implementation of information systems on an enterprise-wide basis. Develops analytical techniques and methodology for problem solutions. Performs enterprise wide systems planning, business information planning, and analysis. Performs process and modeling in support of the planning and analysis efforts. Provides expert advice and assistance in state-of-the-art software/hardware solutions involving multiple operating environments (e.g. NT, UNIX, Novell, Web), database management systems, specialized software, data communications facilities and protocols including value added networks, fourth generation technologies, and complex software tools or packages. Has experience with modeling tools and techniques, communication networking, and quantitative analysis techniques. Provides technical guidance to application and software engineers on the overall integration of the subsystems.

B. Qualifications:

A Master of Sciences degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 5 years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and network engineering. Of the 5 years general experience, a minimum of 2 years specialized experience is required. Demonstrated experience in the different architectural environment is required. Proven technical leadership skills, and demonstrated written and oral communications skills are necessary. Must demonstrate the ability to work independently or under only general direction.

Lead Application Engineer

A. Responsibilities:

Provides daily technical supervision and direction to senior application engineer and other staff. Assist the program director and/or the project manager with high level advice and with determining workload distribution of entire application system. Analyzes and studies complex application system requirements. Lead system development and support using formal specifications, data flow diagrams and other accepted design techniques and, when appropriate, CASE tools. Reviews existing subsystems/systems and assists in making reinements perform performance tuning, and improving current system environment.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 8 years experience leading or performing engineering activities, of which at least 6 years must be specialized. Specialized experience includes but is not limited to: demonstrated experience with programming languages such as C, C++, Java, other Web-based programming languages, Fortran, COBOL, VB; design and implementation of systems and using database management systems, such as Oracle, DB2, Sybase; communications network design and implementation; familiarity with Microsoft, Unix, or Mainframe platforms.

Senior Application Engineer

A. Responsibilities:

Provides daily technical supervision and direction to application engineers and other staff members including mentoring of junior members. Assist the program director and/or the project manager with detailed technical advice. Conducts studies, define information requirements, determine feasibility of proposed solutions and propose economical, efficient solutions to system. Translates requirements into programmer tasks. Leads system development and support using formal specifications, data flow diagrams, network diagrams, other accepted design techniques and, when appropriate, CASE tools.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 6 years experience leading or performing engineering activities, of which at least 4 years must be specialized. Specialized experience includes but is not limited to: demonstrated experience with programming languages such as C, C++, Java, other Web-based programming languages, Fortran, COBOL, VB; design and implementation of systems and using database management systems, such as Oracle, DB2, Sybase; communications network design and implementation; familiarity with

Microsoft, Unix, or Mainframe platforms. Provide technical guidance to technical staff.

Application Engineer

A. Responsibilities:

Analyzes and studies system requirements. Designing of information systems, including designing the application flow, database, and interfaces. Responsible for gathering and analyzing the user requirements and translating them into system designs. Perform system development and support using formal specifications, data flow diagrams and other accepted design techniques and, when appropriate, CASE tools. Reviews existing application subsystems and assists in making reinements and improving current system environment.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 3 years experience leading or performing engineering activities, of which at least 2 years must be specialized. Specialized experience includes but is not limited to: demonstrated experience with programming languages such as C, C++, Java, other Web-based programming languages, Fortran, COBOL, VB; design and implementation of systems and using database management systems, such as Oracle, DB2, Sybase; communications network design and implementation; familiarity with Microsoft, Unix, or Mainframe platforms.

Senior Software Engineer

A. Responsibilities:

Provides daily technical supervision and direction to software engineers and other staff members including mentoring of junior members. Analyzes functional business requirements and lead software life cycle activities from requirement analysis using structured or object-oriented technique, through design, implementation, testing, and final acceptance. Translates requirements into detailed design specifications. Tests, debugs, and reines the computer software to produce the required product. Provides technical direction to software engineers to ensure products meet the baselines through the life cycle of software development.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 6 years experience, of which at least 4 years must be specialized. Specialized experience includes but is not limited to: experience as an applications programmer in languages such as C, C++, Java, VB, Basic, or Fortran; data base programmer using RDBMS such as Oracle, Informix, Sybase, DB2 or MS SQL server; and knowledge of computer systems and ability to develop complex software to satisfy design and user requirements. Demonstrated ability to work independently and provide technical leadership.

Software Engineer

A. Responsibilities:

Analyzes functional business requirements and lead software life cycle activities from requirement analysis using structured or object-oriented technique, through design, implementation, testing, and final acceptance. Translates requirements into detailed design specifications. Tests, debugs, and reines the computer software to produce the required product. Optimizes software to improve performance. Provides technical direction to

junior software engineers to ensure products meet the baselines through the life cycle of software development.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 3 years experience, of which at least 2 years must be specialized. Specialized experience includes but is not limited to: experience as an applications programmer in languages such as C, C++, Java, VB, Basic, or Fortran; data base programmer using RDBMS such as Oracle, Informix, Sybase, DB2 or MS SQL server; and knowledge of computer systems and ability to develop complex software to satisfy design and user requirements. Demonstrated ability to work independently and provide technical leadership.

Junior Software Engineer

A. Responsibilities:

Participates in the design, coding, and testing of software subsystems. Assists Software Engineers to interpret software requirements and design specifications to code, and integrate and test software components.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position is for recent college graduates and requires no experience.

Database Engineer

A. Responsibilities:

Leads in joint application design efforts to aid in the identification of specific requirements in support of physical database design and operations. Performs data modeling, logical and physical data model/schema design. Performs trade-off studies to determine optimal data base design and implementation. Provides daily technical advice and direction to technical staff.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, or Business. This position requires a minimum of 6 years experience, of which at least 4 years must be specialized. Specialized experience includes demonstrated experience with data base design and system analysis, current RDBM systems such as Oracle, DB2, MS SQL server, Sybase, or Informix, and data access/query languages. General experience includes increasing responsibilities in the development and maintenance of data base systems.

Web Programmer

A. Responsibilities:

Design and implementation of web sites containing e-commerce and/or other forms of interactivity. Design HTML, scripts, product catalogs with ordering capabilities. Use of cgi to create interactive forms,

implement cookies. Understanding of SSL security issues, implementation of animation, messaging tools.

B. Qualifications.

Web design certificate with minimum of two years of course work in web development tools and scripting such as Perl, Vbscript, Javascript, html, dhtml, or Bachelor's degree in computer science or information systems. Proficiency at middleware development tool such as ASP or Cold Fusion and database design tools such SQL or Oracle.

Senior Security Consultant:

A. Responsibilities:

Analyzes user's requirements, concept of operations documents, and high level system architecture to develop system requirements specifications. Develops detailed system architecture and system design documentation. Prepare security plans for employing an enterprise wide security architecture. Develops integrated security services management.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, Business or related disciplines. This position requires a minimum of 20 years of experience with large, complex systems, providing key leadership in a multi-vendor environment. Extensive experience with large systems modernization and business practice re-engineering.

Senior Security Specialist

A. Responsibilities:

Formulate and assess IT security policy to include business impact. Provides security engineering support for application development (including system security certifications and project evaluations). This may include the development, design and implementation of firewalls, and evaluation, review and test of security code.

B. Qualifications:

A Bachelor's degree in Computer Science, Information Systems, Engineering, Physical or Life Sciences, Business or related disciplines. This position requires a minimum of 8 years of professional experience in the field of expertise with significant knowledge of security protocols and system architecture design and the ability to work independently on typical assignments.

Service Level Manager

A. Responsibilities:

Building strong relationships with Internal and external IT service groups. Establishes and sets requirements for defining Services Level Agreements. Supports ITIL processes and fosters continual service improvement within the organization. Preserves customer relationships and ensures customer satisfaction.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of four years of professional experience.

Configuration Management Specialist

A. Responsibilities:

Manages and maintains CM processes and develops CM artifacts. Maintains allocated, functional and physical baseline control and performs audit support.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of four years of professional experience.

Service Delivery Manager

A. Responsibilities:

Establishes policies to monitor the delivery for a program, and coordinates the delivery of services. Ensures customer satisfaction, established and engages in appropriate client management while maintaining customer relationships. Develops service management and delivery approaches for new and existing clients. Supports service delivery implementations across various programs including service level management and service continuity management.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of eight years of professional experience.

Security Manager

A. Responsibilities:

Manages security team(s) and initiatives. Establishes and enforces security policies and procedures. Gathers and organizes technical information about an organization's missions, goals, and requirements; existing security products; and ongoing IA programs.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of eight years of professional experience.

Security Engineer

A. Responsibilities:

Architectural and implementation support for the access controls, credentials, and identity management. Implements technical activities in compliance with FISMA and FIPS controls for data security and intrusion detection. Responsible for integration and continual adherence to all security platforms, and ensures proper protection and use of software.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of four years of professional experience.

Data Center Manager

A. Responsibilities:

Supports data center operations and manages one or more functional teams. Guides the development and implementation of data center operational standards, policies, and procedures. Participates in enterprise governance boards.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of eight years of professional experience.

Information Security Architect

A. Responsibilities:

Analyze, recommend, develop, implement security standards through policy, architecture and training processes. Defines information assurance (IA) and application security policies and procedures to effectively communicate security standards to all levels of management and staff. Designs and architects the integration roadmap for security products including access and identity management. Supports customer functions in accordance with Federal Information Security Management Act (FISMA) and Information Assurance (IA) requirements.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of eight years of professional experience.

Information Security Risk Analyst

A. Responsibilities:

Ensures organizational compliance to security policies, awareness, and education. Conducts risk assessments, and support data security and privacy requirements. Gathers and organizes technical information about an organization's missions, goals, and requirements; existing security products; and ongoing IA programs.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of four years of professional experience.

Business Analyst III

A. Responsibilities:

Determines operational objectives by studying business functions; gathering information; evaluating output requirements and formats. Develops test artifacts related to planning and execution. Performs integration and system testing either using manual processes and/or using test automation tools. Utilizes industry best practices for eliciting requirements and user specifications.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of four years of professional experience.

Business Analyst II

A. Responsibilities:

Governs operation objectives by studying business functions, gathering information; evaluating output requirements and formats. Performs integration and system testing either using manual processes and/or using test automation tools. Utilizes industry best practices.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of two years of professional experience.

Business Analyst I

A. Responsibilities:

Administers operation objectives by utilizing business functions, gathering information, and analyzing requirements and formats. Performs system testing and maintains industry best practices.

B. Qualifications:

A Bachelor's degree in related discipline.

Data Analyst

A. Responsibilities:

Work with business clients to analyze business information requirements and translate into data model. Analyzes and identifies data inconsistencies and errors. Creates metadata and data dictionaries, and designs reports based on functional requirements.

B. Qualifications:

No minimum years of experience required.

Database Developer III

A. Responsibilities:

Analyze, design, develop, maintain and tune databases to meet functional requirements. Implements, and sustains customer-requested improvements to data-driven systems.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of four years of professional experience.

Database Developer II

A. Responsibilities:

Analyze, design, develop, maintain and tune databases to meet functional requirements. Implements, and sustains customer-requested improvements to data-driven systems.

B. Qualifications:

A Bachelor's degree in related disciplines. This position requires a minimum of two years of professional experience.

Database Developer I

A. Responsibilities:

Analyze, design, develop, maintain and tune databases to meet functional requirements. Implements, and sustains customer-requested improvements to data-driven systems.

B. Qualifications:

A Bachelor's degree in related disciplines.

The labor rates listed below are for on-site (agency location). Subsequent adjustments will be processed in accordance with the Economic Price Adjustment clause.

	Labor Category Title	On-Site (Agency/Customer Location)
		Hourly Rate
		GSA Rate
1	Project Manager	\$109.85
2	Quality Assurance Analyst	\$80.60
3	Documentation Specialist	\$51.66
4	Principal Systems Architect	\$137.81
5	Senior Systems Architect	\$107.66
6	Systems Architect	\$92.65
7	Principal System Engineer	\$123.68
8	Senior System Engineer	\$107.65
9	Lead Application Engineer	\$114.83
10	Senior Application Engineer	\$107.65
11	Application Engineer	\$80.61
12	Senior Software Engineer	\$107.65
13	Software Engineer	\$83.33
14	Junior Software Engineer	\$58.59
15	Data Base Engineer	\$87.09
16	Web Programmer	\$75.20
17	Sr. Security Consultant	\$262.84
18	Senior Security Specialist	\$200.35
20	Service Level Manager	\$225.00
21	Configuration Management Specialist	\$112.70
22	Service Delivery Manager	\$112.70
23	Security Manager	\$196.00
24	Security Engineer	\$196.00
25	Data Center Manager	\$122.50
26	Information Security Analyst	\$171.50

27	Information Security Risk Analyst	\$196.00
28	Business Analyst III	\$122.50
29	Business Analyst II	\$91.14
30	Business Analyst I	\$88.20
31	Data Analyst	\$83.30
32	Database Developer III	\$78.40
33	Database Developer II	\$91.14
34	Database Developer I	\$86.24

USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS
PREAMBLE

PPS INFOTECH, LLC 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

To accelerate potential opportunities please contact David Huo, 301-564-0440, (F) 208-977-2532 or e-mail: dhuo@ppsco.com

BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE
(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (PPS INFOTECH, LLC) 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) GS-35F-0372L.

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 GS-35F-0372L, 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)	D e l i v e r y :
DESTINATION	DELIVERY SCHEDULE/DATES
_____	_____
_____	_____

(3) The ordering activity, 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) Order _____ s 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.

*Important – A new feature to the Federal Supply Schedules Program permits contractors to offer price reductions in accordance with commercial practice Teaming Arrangements are permitted with Federal Supply contractors in accordance with FAR Part 9.6.

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 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.