



**AUTHORIZED FEDERAL SUPPLY SERVICE  
INFORMATION TECHNOLOGY SCHEDULE PRICELIST**

**GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
EQUIPMENT, SOFTWARE AND SERVICES**

**Contract Number GS-35F-5106H**

**Period Covered by Contract: December 21, 2002 – December 21, 2007**

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

Special Item No. 132-33 Perpetual Software Licenses  
Special Item No. 132-34 Maintenance of Software  
Special Item No. 132-50 Training Courses  
Special Item No. 132-51 Information Technology Professional Services

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

**SIN 132-33 – PERPETUAL SOFTWARE LICENSES**

FSC CLASS 7030 – Information Technology Software

Large Scale Computers

Operating System Software  
Application Software  
Other Software Not Elsewhere Classified

Microcomputers

Operating System Software  
Application Software  
Other Software Not Elsewhere Classified

**SIN 132-34 – MAINTENANCE OF SOFTWARE**

**SIN 132-50 – TRAINING COURSES FOR INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE (FPDS Code U012)**

**SIN 132-51 – 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 D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Automated News Services, Data Services, or Other Information 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:** Offerers 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.

Datanamics, Inc.  
973-C Russell Avenue  
Gaithersburg, MD 20879  
Tel: (301) 948-3515

<http://www.datanamics.com>

Contract number: GS-35F-5106H

Period Covered by Contract: December 21, 2002 – December 21, 2007

General Services Administration  
Federal Supply Service

Pricelist current through Modification # FX-09, dated December 7, 2004.

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 OFFICES  
APPLICABLE TO ALL SPECIAL ITEM NUMBERS

**SPECIAL NOTICE TO AGENCIES: Small Business Participation**

SBA strongly supports the participation of small business concerns in the Federal 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 micro-purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service ([www.fss.gsa.gov](http://www.fss.gsa.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page ([www.fss.gsa.gov](http://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 micro-purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

**1. GEOGRAPHIC SCOPE OF CONTRACT**

*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 Address:  
Datanamics, Inc.  
973-C Russell Avenue  
Gaithersburg, MD 20879  
Tel: (301) 948-3515  
Fax: (301) 926-4243  
E-mail: [dpo@datanamics.com](mailto:dpo@datanamics.com)  
Web Page <http://www.datanamics.com>

Payment Address:  
Datanamics, Inc.  
6905 Rockledge Drive, Suite 720  
Bethesda, MD 20817  
Tel: (301) 530-6606  
Fax: (301) 530-9116

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 agencies to obtain technical and/or ordering assistance: (301) 948-3515

**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: 15 675 3170  
Block 30: Type of Contractor - A. Small Disadvantaged Business – Veteran Owned  
Block 31: Woman-Owned Small Business - NO  
Block 36: Contractor's Taxpayer Identification Number (TIN): 23-2384983

4a. CAGE Code: OGBH1

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

**5. FOB DESTINATION:** Client's location

**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:

<u>SPECIAL ITEM NUMBER</u>	<u>DAYS ARO</u>
132-33	60

*EXPEDITED DELIVERY TIMES.* For those items that can be delivered quicker than the delivery times in paragraph (a), above, the offeror is requested to insert below, a time (hours/days ARO) that delivery can be made when expedited delivery is requested.

<u>ITEMS OR GROUPS OF ITEMS (SIN) or Nomenclature</u>	<u>EXPEDITED DELIVERY TIME (HOURS/DAYS ARO)</u>
Operating System Software	30
Database Management Programs	30

*OVERNIGHT AND 2-DAY DELIVERY TIMES:* Schedule customers may require overnight or 2-day delivery. The offeror is requested to annotate in its pricelist or by separate attachment the items that can be delivered overnight or within two (2) days.

Contractors offering such delivery service will be required to state in the FSS pricelist details concerning this service.

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. Prompt Payment: 3/4% - 10 days or - 1/2% - 20 days from receipt of invoice or date of acceptance, whichever is later.

b. Quantity: 37% for SIN 132-33 Perpetual Software License for *smartDAARTS*<sup>TM</sup> Software. If the customer purchases the entire suite of products--this would include *DeepSee*<sup>TM</sup>, *PayMate*<sup>TM</sup>, *SUPRIMS*<sup>TM</sup>, and *Interfa\$e*<sup>TM</sup>--all in one order.

c. Dollar Volume: N/A

d. Government Educational Institutions: See Price List

e. Other: 1/4% discount on quick signing for all orders issued within 30 days of initial quote.

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.

Production Points – All items and associated services will originate at the corporate headquarters: Gaithersburg, Maryland, Montgomery County, 20879

9. **AVAILABILITY OF EXPORT PACKING:** N/A

10. **SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is \$50.

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 No. 132-33 – Perpetual Software License

Special Item No. 132-51 – Information Technology (IT) Professional Services

- b. The Maximum Order value for the following Special Item Numbers (SINs) is \$25,000:

Special Item No. 132-50 – Training Courses

**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 conditions for 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 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 agency for a special 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 defined 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 provisions of 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 TELECOMMUNICATIONS 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 the 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 (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 for commercial practice, the Contractor may be required to obtain/posses 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 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 (1) 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, non-contract 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 at open market purchases. Ordering activities procuring open market items must follow FAR 8.401(d).

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:

### NOT APPLICABLE

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,

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.

**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:  
<http://www.datanamics.com>.

The EIT standard can be found at: [www.Section508.gov/](http://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 a ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

a. A copy of 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 of 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.

**TERMS AND CONDITIONS APPLICABLE TO PERPETUAL SOFTWARE LICENSES  
(SPECIAL ITEM 132-33) AND MAINTENANCE (SPECIAL ITEM 132-34) 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.

**Contractor's acceptance clause:** The Government shall accept or reject software in writing within thirty (30) calendar days after date of delivery.

**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.

**Contractor's clause:** All software furnished pursuant to the terms of this contract will be unconditionally guaranteed for defects in the software or the disk for a period of one (1) year, beginning on the first day of acceptance.

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 hotline technical support number (301) 948-3515 ext 206 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:30a.m. – 5:00p.m. (EST).

**4. SOFTWARE MAINTENANCE**

a. Software maintenance service shall include the following:

OPTION I - Customer Support (only)

(1) Telephone Technical Support between 8:30a.m. – 5:00p.m. (EST) by calling (301) 948-3515 ext 206. (2) Site visit\* support of customer sites with a 48-hour response time. There will be a maximum of two site visits a year.

#### OPTION II - Full Software Maintenance

(1) Ongoing Telephone Technical Support between 8:30a.m. – 5:00p.m. (EST) by calling (301) 948-3515 ext 206; (2) receipt of product updates/upgrades when issued or in the event of changes to the application language or to the operating system; (3) remote system maintenance; and (4) up to two annual site visits\* for on-site maintenance, if necessary.

\* Does not include per diem and travel costs, which must be reimbursed by the client in accordance with Federal Travel Regulations current at the time of the order. This is also subject to G&A and Fee.

b. Invoices for maintenance service shall be submitted by the Contractor on a monthly basis, after 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. **PERIOD OF MAINTENANCE (132-34)**

a. The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.

b. 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 maintenance, the period of the 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 maintenance orders citing the new appropriation shall be required, if the 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 maintenance is to be terminated at that time. Orders for the continuation of maintenance will be required if the maintenance is to be continued during the subsequent period.

#### 6. **UTILIZATION LIMITATIONS – (132-33 and 132-34)**

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 6.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 – (132-33)

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 (132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier 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.

### Commercial Information Technology Software

#### smartDAARTS™ Software Products

**smartDAARTS™** (smart, Data Acquisition Automating, Routing, and Tracking System) is a robust automated user interface for commercial and government procurement systems. The program consists of **smartDAARTS™** and **daartsEDI™**.

a. **smartDAARTS™**, is a data entry engine (smart Data Acquisition Automating, Routing, and Tracking System), for requisition management (i.e., guided entry edit tracking, and process optimization). This user-friendly, menu-driven, interactive multi-user database system eliminates many of the labor-intensive tasks of preparing and processing requisitions. **smartDAARTS™** guides end-users in creating (or checking-up on) requisitions right from their own PCs or terminals. It then routes the requisition electronically to all approving and funding officials. Once the requisition is complete, it is transmitted to the users' procurement and logistics systems--such as SAACONS or SAILS. **smartDAARTS™** also provides some key back-end functions. After the product has been delivered to the loading dock, **smartDAARTS™** matches the purchase order with the original requisition and directs the goods to the delivery address. When the requestor signs for them, **smartDAARTS™** notifies the payment office, avoiding costly penalties for late payments.

**smartDAARTS™** is designed to:

- 1) Rapidly select and load the particular procurement module required by the user,
- 2) Accurately provide data requested for a requisition of interest to the user, and
- 3) Obtain information about a requisition which the user needs.

This system is designed to save the procuring organization money, and optimizes any contracting system by providing better accuracy, accountability and management control.

It is written in the powerful 4GL, PROGRESS®, with an open architecture design. It is therefore portable to several operating systems environments, including UNIX®, DOS®, and VMS, and inherent gateways within PROGRESS® allows the product to be converted to any SQL-based language--Oracle®, Informix®, Sybase®, among others.

- b. **smartDAARTS-Buyer™** consists of management, administrative, database, solicitation, and selection/award modules. Optional modules include **smartDAART-ITP™**, and **smartDAARTS-Launcher™**.
- c. **DaartsEDI™** is an Electronic Data Interchange (EDI) module which intelligently determines whether it is to be an electronic commerce transaction and, if so, "translates" it to EDI-equipped bidders.
- d. **DeepSee™** is an intelligent module for optimally routing the requisition to only necessary persons (end users, budget officers, and others in the procurement chain); a knowledge-based system shell which may be loaded by the customer independently or with the assistance of DATANAMICS.
- e. **PayMate™** is a comprehensive credit card manager. It is a module designed for designated off-system procurements. This easily installed system keeps track of credit card purchases in a variety of options. It has flexible user interfaces, and a checkbook style reporting system. It affords the user the security control which avoids credit card abuse.
- f. **Interfa\$e™** is a financial system interface closing the gap between requisition processing and procurement cost accounting. It interfaces with financial systems such as SOMARS and CAPS and can be tuned to other government and commercial financial systems.
- g. **SUPRIMS™** is a dynamic menu control system for UNIX. It is very user-friendly and has flexible user interfaces. This system is also designed with unique security features.
- h. **HelpMate™** is a help desk management tool for recording and tracking calls to the help desk.
- i. **smartDAARTS-ITP™** provides both front and back end transaction processing via Web site over the Internet.
- j. **smartDAARTS-Launcher™** launches and receives EDI communication via the Internet.
- k. **smartDAARTS-GrantsView™** provides complete grants management, including budget tracking, compliance monitoring, and reporting.

**smartDAARTS™ SYSTEM SOFTWARE PRICE LIST**

**smartDAARTS™ Systems**

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
SD-1	<b>smartDAARTS™</b> System - 1 user.....	\$8,031
SD-16	<b>smartDAARTS™</b> System - 2-16 users.....	\$26,397
SD-48	<b>smartDAARTS™</b> System - 17-48 users.....	\$46,272
SD-96	<b>smartDAARTS™</b> System - 49-96 users.....	\$58,429
SD-160	<b>smartDAARTS™</b> System - 97-160 users.....	\$69,997
SD-250	<b>smartDAARTS™</b> System - 161-250 users.....	\$84,231
SD-500	<b>smartDAARTS™</b> System - 251-500 users.....	\$105,291
SD-501	<b>smartDAARTS™</b> System - 501+ users.....	\$136,878

**System Modules**

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
SDB-48	<b>smartDAARTS Buyer™</b> System - 1-48 users.....	\$63,169
SDB-96	<b>smartDAARTS Buyer™</b> System - 49-96 users.....	\$79,771
SDB-160	<b>smartDAARTS Buyer™</b> System - 97-160 users.....	\$95,564
SDB-250	<b>smartDAARTS Buyer™</b> System - 161-250 users.....	\$115,000
SDB-500	<b>smartDAARTS Buyer™</b> System - 251-500 users.....	\$143,750
SDB-501	<b>smartDAARTS Buyer™</b> System - 501+ users.....	\$186,875
SGV-48	<b>smartDAARTS-GrantsView™</b> System - 1-48 users.....	\$29,037
SGV-96	<b>smartDAARTS-GrantsView™</b> System - 49-96 users.....	\$50,899
SGV-160	<b>smartDAARTS-GrantsView™</b> System - 97-160 users.....	\$64,272
SGV-250	<b>smartDAARTS-GrantsView™</b> System - 161-250 users.....	\$92,654
SGV-500	<b>smartDAARTS-GrantsView™</b> System - 251-500 users.....	\$115,820
SGV-501	<b>smartDAARTS-GrantsView™</b> System - 501+ users.....	\$150,566
SDITP-48	<b>smartDAARTS- ITP™</b> System - 1-48 users.....	\$10,951
SDITP-96	<b>smartDAARTS- ITP™</b> System - 49-96 users.....	\$14,297
SDITP-160	<b>smartDAARTS- ITP™</b> System - 97-160 users.....	\$17,035
SDITP-250	<b>smartDAARTS- ITP™</b> System - 161-250 users.....	\$19,209
SDITP-500	<b>smartDAARTS- ITP™</b> System - 251-500 users.....	\$24,336
SDITP-501	<b>smartDAARTS- ITP™</b> System - 501+ users.....	\$31,637
SDW-48	<b>smartDAARTS -Launcher™</b> System - 1-48 users.....	\$4,107
SDW-96	<b>smartDAARTS -Launcher™</b> System - 49-96 users.....	\$5,362
SDW-160	<b>smartDAARTS -Launcher™</b> System - 97-160 users.....	\$6,388
SDW-250	<b>smartDAARTS -Launcher™</b> System - 161-250 users.....	\$7,301
SDW-500	<b>smartDAARTS -Launcher™</b> System - 251-500 users.....	\$9,126
SDW-501	<b>smartDAARTS -Launcher™</b> System - 501+ users.....	\$11,864
SDE-1	<b>daartsEDI™</b> System - 1 user.....	\$2,282
SDE-16	<b>daartsEDI™</b> System - 2-16 users.....	\$7,225
SDE-48	<b>daartsEDI™</b> System - 17-48 users.....	\$13,689

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
SDE-96	<b>daartsEDI™</b> System - 49-96 users.....	\$17,872
SDE-160	<b>daartsEDI™</b> System - 97-160 users.....	\$21,294
SDE-250	<b>daartsEDI™</b> System - 161-250 users.....	\$24,336
SDE-500	<b>daartsEDI™</b> System - 251-500 users.....	\$30,420
SDE-501	<b>daartsEDI™</b> System - 501+ users.....	\$39,546
SDD-1	<b>DeepSee™</b> System - 1 user.....	\$2,282
SDD-16	<b>DeepSee™</b> System - 2-16 users.....	\$7,225
SDD-48	<b>DeepSee™</b> System - 17-48 users.....	\$13,689
SDD-96	<b>DeepSee™</b> System - 49-96 users.....	\$17,872
SDD-160	<b>DeepSee™</b> System - 97-160 users.....	\$21,294
SDD-250	<b>DeepSee™</b> System - 161-250 users.....	\$24,336
SDD-500	<b>DeepSee™</b> System - 251-500 users.....	\$30,420
SDD-501	<b>DeepSee™</b> System - 501+ users.....	\$39,546
SDP-1	<b>PayMate™</b> System - 1 user.....	\$1,901
SDP-16	<b>PayMate™</b> System - 2-16 users.....	\$11,408
SDP-48	<b>PayMate™</b> System - 17-48 users.....	\$14,830
SDP-96	<b>PayMate™</b> System - 49-96 users.....	\$16,731
SDP-160	<b>PayMate™</b> System - 97-160 users.....	\$19,012
SDP-250	<b>PayMate™</b> System - 161-250 users.....	\$20,533
SDP-500	<b>PayMate™</b> System - 250-500 users.....	\$25,667
SDP-501	<b>PayMate™</b> System - 501+ users.....	\$33,367
SDS-1	<b>SUPRIMS™</b> System - 1 user.....	\$380
SDS-16	<b>SUPRIMS™</b> System - 2-16 users.....	\$1,141
SDS-48	<b>SUPRIMS™</b> System - 17-48 users.....	\$3,423
SDS-96	<b>SUPRIMS™</b> System - 49-96 users.....	\$9,126
SDS-160	<b>SUPRIMS™</b> System - 97-160 users.....	\$11,788
SDS-250	<b>SUPRIMS™</b> System - 161-250 users.....	\$12,929
SDS-500	<b>SUPRIMS™</b> System - 251-500 users.....	\$16,160
SDS-501	<b>SUPRIMS™</b> System - 501+ users.....	\$21,009
SDI-1	<b>Interfa\$e™</b> System - 1 user.....	\$7,985
SDI-16	<b>Interfa\$e™</b> System - 2-16 users.....	\$26,617
SDI-48	<b>Interfa\$e™</b> System - 17-48 users.....	\$45,630
SDI-96	<b>Interfa\$e™</b> System - 49-96 users.....	\$57,037
SDI-160	<b>Interfa\$e™</b> System - 97-160 users.....	\$68,445
SDI-250	<b>Interfa\$e™</b> System - 161-250 users.....	\$83,655
SDI-500	<b>Interfa\$e™</b> System - 251-500 users.....	\$104,569
SDI-501	<b>Interfa\$e™</b> System - 501+ users.....	\$135,939
SDH-4	<b>HelpMate™</b> System - 1-4 users.....	\$8,975
SDH-9	<b>HelpMate™</b> System - 5-9 users.....	\$10,395
SDH-19	<b>HelpMate™</b> System - 10-19 users.....	\$14,338
SDH-20	<b>HelpMate™</b> System - 20+ users.....	\$18,985

**HelpMate™** price includes installation.

**smartDAARTS™ SOFTWARE SERVICES**

**smartDAARTS-Analysis™**

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
SDA-49	<b>smartDAARTS-Analysis™</b> - 1-49 users .....	\$15,235
SDA-99	<b>smartDAARTS-Analysis™</b> - 50-99 users .....	\$19,081
SDI-160	<b>smartDAARTS-Analysis™</b> - 100-160 users .....	\$23,876
SDI-250	<b>smartDAARTS-Analysis™</b> - 161-250 users .....	\$29,761
SDI-500	<b>smartDAARTS-Analysis™</b> - 251-500 users .....	\$37,201
SDI-501	<b>smartDAARTS-Analysis™</b> - 501+ users .....	\$48,362

The **smartDAARTS-Analysis™** would result in an analysis of hardware resources (client and host systems); network issues; workflow analysis; business process analysis; review of procurement and logistics functionality; **smartDAARTS™** customizations, and evaluation for additional modules.

**smartDAARTS™-2000 Analysis**

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
S2K-49	<b>smartDAARTS™-2000</b> - 1-49 users .....	\$19,802
S2K-99	<b>smartDAARTS™-2000</b> - 50-99 users.....	\$24,805
S2K-160	<b>smartDAARTS™-2000</b> - 100-160 users .....	\$31,039
S2K-250	<b>smartDAARTS™-2000</b> - 161-250 users .....	\$38,689
S2K-500	<b>smartDAARTS™-2000</b> - 251-500 users .....	\$48,361
S2K-501	<b>smartDAARTS™-2000</b> - 501+ users .....	\$62,870

**smartDAARTS™- 2000 Analysis:** An intelligent system-based scanning of legacy as well as contemporary code sets for non-compliant 21st century control dates in purchasing systems.

**smartDAARTS™ System Installation**

Installation includes loading the software on the customer's computer hardware; priming the database with site-specific data and testing the interface with the existing systems. It also includes training of the system administrator on the management of the system.

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
D-I-1	<b>DAARTS™</b> Installation - 1 user .....	\$4,895
D-I-16	<b>DAARTS™</b> Installation - 2-16 user .....	\$7,675
D-I-48	<b>DAARTS™</b> Installation - 17-48 users .....	\$9,098
D-I-96	<b>DAARTS™</b> Installation - 49-96 users .....	\$10,878
D-I-160	<b>DAARTS™</b> Installation - 97-160 users .....	\$12,123
D-I-250	<b>DAARTS™</b> Installation - 161-250 users .....	\$14,101
D-I-500	<b>DAARTS™</b> Installation - 251-500 users .....	\$17,626
D-I-501	<b>DAARTS™</b> Installation - 501+ users .....	\$22,914

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
SD-I-1	<b>smartDAARTS™</b> Installation - 1 user.....	\$7,342
SD-I-16	<b>smartDAARTS™</b> Installation - 2-16 user .....	\$11,513
SD-I-48	<b>smartDAARTS™</b> Installation - 17-48 users.....	\$13,648
SD-I-96	<b>smartDAARTS™</b> Installation - 49-96 users.....	\$16,317
SD-I-160	<b>smartDAARTS™</b> Installation - 97-160 users.....	\$18,185
SD-I-250	<b>smartDAARTS™</b> Installation - 161-250 users.....	\$21,151
SD-I-500	<b>smartDAARTS™</b> Installation - 251-500 users.....	\$26,439
SD-I-501	<b>smartDAARTS™</b> Installation - 501+ users.....	\$34,370
SGV-I-1	<b>smartDAARTS-GrantsView™</b> Installation - 1 user.....	\$7,342
SGV-I-16	<b>smartDAARTS-GrantsView™</b> Installation - 2-16 users .....	\$11,513
SGV-I-48	<b>smartDAARTS-GrantsView™</b> Installation - 17-48 users .....	\$13,648
SGV-I-96	<b>smartDAARTS-GrantsView™</b> Installation - 49 -96 users .....	\$16,317
SGV-I-160	<b>smartDAARTS-GrantsView™</b> Installation - 97-160 users .....	\$18,185
SGV-I-250	<b>smartDAARTS-GrantsView™</b> Installation - 161-250 .....	\$21,151
SGV-I-500	<b>smartDAARTS-GrantsView™</b> Installation - 251-500 .....	\$26,439
SGV-I-501	<b>smartDAARTS-GrantsView™</b> Installation - 501+users .....	\$34,370
SDB-I-48	<b>smartDAARTS-Buyer™</b> Installation - 1-48 users .....	\$8,557
SDB-I-96	<b>smartDAARTS-Buyer™</b> Installation - 49-96 users .....	\$13,419
SDB-I-160	<b>smartDAARTS-Buyer™</b> Installation - 97-160 users .....	\$15,906
SDB-I-250	<b>smartDAARTS-Buyer™</b> Installation - 161-250 users .....	\$19,019
SDB-I-500	<b>smartDAARTS-Buyer™</b> Installation - 250-500 users .....	\$21,195
SDB-I-501	<b>smartDAARTS-Buyer™</b> Installation - 501+ users .....	\$24,652
SDE-I-1	<b>daartsEDI™</b> Installation - 1 user .....	\$4,895
SDE-I-16	<b>daartsEDI™</b> Installation - 2-16 user .....	\$7,675
SDE-I-48	<b>daartsEDI™</b> Installation - 17-48 users .....	\$9,098
SDE-I-96	<b>daartsEDI™</b> Installation - 49-96 users .....	\$10,878
SDE-I-160	<b>daartsEDI™</b> Installation - 97-160 users .....	\$12,123
SDE-I-250	<b>daartsEDI™</b> Installation - 161-250 users .....	\$14,101
SDE-I-500	<b>daartsEDI™</b> Installation - 251-500 users .....	\$17,626
SDE I-501	<b>daartsEDI™</b> Installation - 501+ users.....	\$22,914
SDD-I-1	<b>DeepSee™</b> Installation - 1 user .....	\$4,895
SDD-I-16	<b>DeepSee™</b> Installation - 2-16 user .....	\$7,675
SDD-I-48	<b>DeepSee™</b> Installation - 17-48 users .....	\$9,098
SDD-I-96	<b>DeepSee™</b> Installation - 49-96 users .....	\$10,878
SDD-I-160	<b>DeepSee™</b> Installation - 97-160 users .....	\$12,123
SDD-I-250	<b>DeepSee™</b> Installation - 161-250 users .....	\$14,101
SDD-I-500	<b>DeepSee™</b> Installation - 251-500 users.....	\$17,626
SDD-I-501	<b>DeepSee™</b> Installation - 501+ users.....	\$22,914
SDP-I-1	<b>PayMate™</b> Installation - 1 user .....	\$3,916
SDP-I-16	<b>PayMate™</b> Installation - 2-16 user .....	\$6,141
SDP-I-48	<b>PayMate™</b> Installation - 17-48 users .....	\$7,279
SDP-I-96	<b>PayMate™</b> Installation - 49-96 users .....	\$8,702
SDP-I-160	<b>PayMate™</b> Installation - 97-160 users .....	\$9,699

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
SDP-I-250	<b>PayMate™</b> Installation - 161-250 users .....	\$11,280
SDP-I-500	<b>PayMate™</b> Installation - 251-500 users.....	\$14,100
SDP-I-501	<b>PayMate™</b> Installation - 501+ users.....	\$18,330
SDS-I-1	<b>SUPRIMS™</b> Installation - 1 user .....	\$2,349
SDS-I-16	<b>SUPRIMS™</b> Installation - 2-16 user .....	\$3,685
SDS-I-48	<b>SUPRIMS™</b> Installation - 17-48 users .....	\$4,367
SDS-I-96	<b>SUPRIMS™</b> Installation - 49-96 users .....	\$5,221
SDS-I-160	<b>SUPRIMS™</b> Installation - 97-160 users .....	\$5,819
SDS-I-250	<b>SUPRIMS™</b> Installation - 161-250 users .....	\$6,768
SDS-I-500	<b>SUPRIMS™</b> Installation - 251-500 users.....	\$8,460
SDS-I-501	<b>SUPRIMS™</b> Installation - 501+ users.....	\$10,998
SDI-I-1	<b>Interfa\$e™</b> Installation - 1 user .....	\$14,685
SDI-I-16	<b>Interfa\$e™</b> Installation - 2-16 user .....	\$23,027
SDI-I-48	<b>Interfa\$e™</b> Installation - 17-48 users .....	\$27,295
SDI-I-96	<b>Interfa\$e™</b> Installation - 49-96 users .....	\$32,635
SDI-I-160	<b>Interfa\$e™</b> Installation - 97-160 users .....	\$36,370
SDI-I-350	<b>Interfa\$e™</b> Installation - 161-250 users .....	\$42,302
SDI-I-500	<b>Interfa\$e™</b> Installation - 251-500 users .....	\$52,878
SDI-I-501	<b>Interfa\$e™</b> Installation - 501+ users .....	\$68,741
SAA-I	<b>smartDAARTS-Automation™</b> Installation.....	\$1,040 per day *
SAE-I	<b>smartDAARTS-Email™</b> Installation.....	\$1,040 per day *
SAF-I	<b>smartDAARTS-Fax™</b> Installation .....	\$1,040 per day *
SACx-I	<b>smartDAARTS-Connect™</b> Installation .....	\$1,040 per day **

(x - corresponding letter of package)

\* Two days required for AS/400 to LAN or AS/400 to Internet connectivity

\*\* Four days required for AS/400 to both LAN and Internet connectivity

Travel expenses not included in daily prices.

### **smartDAARTS™ System Customization**

Changes in the **smartDAARTS™** system software which are not part of the baseline application program, such as enhancements and interfaces between **smartDAARTS™** system software and other programs, shall be negotiated using DATANAMICS current customization hourly rates. Cost of this additional customization, and any resulting maintenance will be negotiated at the time the order is issued.

Customization support can be customized by the client to include any or all of the following:

Customized installation support to include hardware, software configuration, user training, budget personnel and Systems Administrators. Also include pre-installation support including requirement analysis and business process review.

Costs associated with travel will be established in accordance with Federal Travel Regulations, and will be subject to G&A and Fee in accordance with DATANAMICS' audit-approved indirect rates.

**smartDAARTS™ System Customer Support**

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
SD-CS-16	<b>smartDAARTS™</b> Customer Support - 1-16 users .....	\$20,454
SD-CS-48	<b>smartDAARTS™</b> Customer Support - 17-48 users .....	\$23,545
SD-CS-96	<b>smartDAARTS™</b> Customer Support - 49-96 users .....	\$27,060
SD-CS-160	<b>smartDAARTS™</b> Customer Support - 97-160 users .....	\$31,121
SD-CS-250	<b>smartDAARTS™</b> Customer Support - 161-250 users .....	\$35,818
SD-CS-500	<b>smartDAARTS™</b> Customer Support - 251-500 users .....	\$44,773
SD-CS-501	<b>smartDAARTS™</b> Customer Support - 501+ users .....	\$58,204

\*Prices do not include per diem and travel costs for on site visits.

Customer support entitles the user to (1) Telephone Technical Support between 8:30A.M. and 5:30P.M. (Eastern Time) by calling (800) 501-5962; (2) Site visit support of customer sites with a 48-hour response time.

**smartDAARTS™ System Maintenance**

<u>Item #</u>	<u>Product Description</u>	<u>Price</u>
SD-M-16	<b>smartDAARTS™</b> Maintenance - 1-16 users .....	\$31,468
SD-M-48	<b>smartDAARTS™</b> Maintenance - 17-48 users .....	\$36,224
SD-M-96	<b>smartDAARTS™</b> Maintenance - 49-96 users .....	\$41,632
SD-M-160	<b>smartDAARTS™</b> Maintenance - 97-160 users .....	\$47,879
SD-M-250	<b>smartDAARTS™</b> Maintenance - 161-250 users .....	\$55,105
SD-M-500	<b>smartDAARTS™</b> Maintenance - 251- 500 users .....	\$68,881
SD-M-501	<b>smartDAARTS™</b> Maintenance - 501+ users .....	\$89,546

**smartDAARTS™** Software Maintenance will include receipt of product upgrades to the system as they become available from either the **DAARTS™** Program Office (DPO) or if there are changes to the operating system.

## Maintenance Plan

### LIST OF SERVICE AND DISTRIBUTION POINTS

Please contact:

Datanamics, Inc.  
973-C Russell Avenue  
Gaithersburg, MD 20879  
Tel: (301) 948-3515  
Fax: (301) 926-4243  
E-mail: [dpo@datanamics.com](mailto:dpo@datanamics.com)  
Web Page <http://www.datanamics.com>

DATANAMICS offers a very liberal maintenance policy to help ensure the flawless operations of its systems. Through the DATANAMICS Hotline (301) 948-3515 ext 206, our clients can speak directly to a service technician who, in most cases, will be able to correct systems problems remotely. The Hotline is available from 8:30a.m. – 5:00p.m. (EST).

DATANAMICS can model our clients' systems, thus ensuring the service technicians can find and correct intermittent problems. This ability allows DATANAMICS to conduct exhaustive tests without risking the potential loss of valuable data.

DATANAMICS also offers comprehensive on-site service tailored to address the specific needs of its clients. Service technicians can be made available within 48 hours. DATANAMICS service technicians cover the continental United States, Alaska and Hawaii.

#### 9. **RIGHT-TO-COPY PRICING**

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

**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF TRAINING COURSES  
FOR GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT  
AND SOFTWARE (SPECIAL ITEM NUMBER 132-50)**

**1. SCOPE**

a. The Contractor shall provide training courses normally available to commercial customers, which will permit ordering activity users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.

b. The Contractor shall provide training at the Contractor's facility and/or at the ordering activity's location, as agreed to by the Contractor and the ordering activity.

**2. ORDER**

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under Blanket Purchase Agreements (BPAs) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

**3. TIME OF DELIVERY**

The Contractor shall conduct training on the date (time, day, month, and year) agreed to by the Contractor and the ordering activity.

**4. CANCELLATION AND RESCHEDULING**

a. The ordering activity will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the ordering activity to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the ordering activity will modify its original training order to specify the time and date of the rescheduled training class.

b. In the event the ordering activity fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the ordering activity will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the ordering activity to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.

c. The ordering activity reserves the right to substitute one student for another up to the first day of class.

d. In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the ordering activity, the Contractor must notify the ordering activity at least seventy-two (72) hours before the scheduled training date.

**5. FOLLOW-UP SUPPORT**

The Contractor agrees to provide each student with unlimited telephone support for the period of one (1) year from the completion of the training course. During this period, the student may contact the Contractor’s instructors for refresher assistance and answers to related course curriculum questions.

**6. PRICE FOR TRAINING**

The price that the ordering activity will be charged will be the ordering activity training price in effect at the time of order placement, or the ordering activity price in effect at the time the training course is conducted, whichever is less.

**smartDAARTS™ TRAINING**

**smartDAARTS™ Full System Training - 1-10 students**

Customer Site .....	\$4,755*
Contractor Site .....	\$3,543
11th-14th Additional Student .....	\$317 each

**smartDAARTS™ Full System Training - 15-20 students**

Customer Site .....	\$6,061*
Contractor Site .....	\$4,848

NOTE: For any module installed at the same time, please add 1/2% per module.

\* Prices do not include per diem and travel.

A two-day course for training trainers as well as end-users in function and use of system and options. Maximum class size is 20 students.

**smartDAARTS™ Modules Training - 1-10 students**

Customer Site .....	\$3,916*
Contractor Site .....	\$2,704
11th-14th Additional Student .....	\$233 each

**smartDAARTS™ Modules Training - 15-20 students**

Customer Site .....	\$5,221*
Contractor Site .....	\$4,009

\* Prices do not include per diem and travel.

**7. INVOICES AND PAYMENT**

Invoices for training shall be submitted by the Contractor after ordering activity completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

**8. FORMAT AND CONTENT OF TRAINING**

- a. The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings. Such documentation will become the property of the student upon completion of the training class.
- b. For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.
- c. The Contractor shall provide each student with a Certificate of Training at the completion of each training course.
- d. The Contractor shall provide the following information for each training course offered:
  - (1) The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);
  - (2) The length of the course;
  - (3) Mandatory and desirable prerequisites for student enrollment;
  - (4) The minimum and maximum number of students per class;
  - (5) The locations where the course is offered;
  - (6) Class schedules; and
  - (7) Price (per student per class (if applicable)).
- e. For those courses conducted at the ordering activity's location, instructor travel charges (if applicable), including mileage and daily living expenses, must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts.

**9. "NO CHARGE" TRAINING**

The Contractor shall describe any training provided with equipment and/or software provided under this contract free of charge below:

NOT APPLICABLE

**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. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK) (G-FCI-920) (MAR 2003)**

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

When ordering services over \$100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of the DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70 – Additional ordering procedures for services. When DFARS 208.404-70 is applicable and there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

GSA has determined that the prices for services contained in the Contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering activity using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

a. When ordering services, ordering activities shall–

(1) Prepare a Request (Request for Quote or other communication tool):

(i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering activity makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel Regulation or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as Contractors' locations, as appropriate) and transmit the request as follows:

NOTE: When buying IT professional services under SIN 132-51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs and as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses

that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(i) The request should be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold.

(ii) For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the ordering activity's needs.

(iii) In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.

(iv) Ordering activities should strive to minimize the Contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

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

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

b. The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering activity the opportunity to secure volume discounts. When establishing BPAs, ordering activities shall—

(1) Inform contractors in the request (based on the ordering activity's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) SINGLE BPA: Generally, a single BPA should be established when the ordering activity can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii) MULTIPLE BPAs: When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing the BPAs, the procedures in (a)(2) above must be followed. The procedures at (a)(2) do not apply to

orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the Schedule Contractor that represents the best value.

(2) Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

c. The ordering activity should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

d. When the ordering activity's requirement involves both products as well as executive, administrative and/or professional, services, the ordering activity should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

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

#### 4. **ORDER**

a. Agencies may use written orders, EDI orders, Blanket Purchase Agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (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.

#### 5. **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.

**6. 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.

**7. 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.

## **8. 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.

## **9. 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.

## **10. 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.

## **11. 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 Contractor, 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.

## **12. 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 defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

### 13. 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-Hours Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to labor-hour orders placed under this contract.

### 14. RESUMES

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

### 15. 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.

### 16. 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.

### 17. DESCRIPTION OF IT SERVICES AND PRICING

- a. Description of each type of IT Services offered under Special Item Number 132-51.

**Title:** Sr. Program Director

**Education:** Bachelor Degree in related field.

**Experience:** Twelve years experience in software development from initial planning to deployment. Capable of managing multi-task contracts and/or sub contracts of various types and complexity.

**Functional Responsibility:** Establishes, plans, and administers the overall policies and goals for the information technology department. Analyzes the needs of departments and establishes priorities for feasibility studies, systems design and implementation to develop new and/or modify the company's information processing systems. Served as the contractor's authorized point of contact with COR. Responsible for resolving discrepancies and for overall contract performance. Generally manages a group of exempt and nonexempt employees, and

consultants. Relies on experience and judgment to plan and accomplish goals. Exceptional oral presentation skills and written communication abilities. Typically reports to a VP or CIO.

**Title:** Project Manager

**Education:** Bachelor Degree in related field.

**Experience:** Ten years of experience in the information systems field (or related technical field) with at least six years concentrated hands-on experience in the information processing field involving a wide range of hardware/software solutions.

**Functional Responsibility:** Provides strategic vision and leadership for the implementation of technology for the project. Has oversight of the infrastructure and knowledge of the processes required to produce products. Performs high level and complex advisory consulting work as the authority in the information systems area. Must be very knowledgeable in all aspects of information systems and able to draw from a broad knowledge of possible solution paths to select the appropriate language and tools for the task. Provides technical and specialized guidance concerning automated solutions to complex information processing problems. Must be able to code in the selected language and review others' code for efficiency and uniformity. Plans and coordinates the work of a team of programmers, developers, systems analysts in order to meet contract deliverables. Determines project objectives, given available resources. Performs analysis and studies. Prepares reports and gives presentations to clients. Exceptional oral presentation skills and effective written communication abilities.

**Title:** Sr. Information Technology Manager

**Education:** Bachelor Degree in related field.

**Experience:** At least eight years of experience in software development, strong relational database knowledge. Knowledge of e-commerce infrastructure, customer relationship management, data warehousing, and business intelligence.

**Functional Responsibility:** Manages a team of software engineers to architect, design enterprise software products. Writes product requirement documents, implements and tracks development timelines, negotiates feature sets with the development leads and product. Develops an organization-wide information models for use in designing and building software systems. Constructs and implements business improvement opportunities that are in keeping with corporate IT mission. Generally manages a group of software developers/engineers. Relies on experience and judgment to plan and accomplish goals. Typically reports to a senior manager.

**Title:** Assistant Project Manager

**Education:** Bachelor Degree in related field.

**Experience:** At least eight years experience in the information systems field, with at least four years' of hands-on experience.

**Functional Responsibility:** Manages the daily operations of the software/systems Development department and staff. Ensures that projects are defined, scheduled, and quality assurance is maintained. Provide technical and operating direction to staff. Ensures that the department remains current in technical developments within the industry. Hire, fire, motivate, counsel and schedule assigned employees of the department. Assists the Project Manager in meeting contract deliverables. Must be able to program and supervise programmers in the required language.

**Title:** Team Leader

**Education:** Bachelor Degree in related field.

**Experience:** At least six years of experience in the field.

**Functional Responsibility:** Designs, plans, and coordinates work teams. Provides technical support to project team members. Handles complex application features and technical designs. Designs and implements the components required for complex application features. Generally manages a group of applications systems analysts. Relies on experience and judgment to plan and accomplish goals. Typically reports to a senior manager.

**Title:** Software Developer (1)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Three years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.

**Functional Responsibility:** Designs, modifies, develops, writes and implements software programming applications. Supports and/or installs software applications. Participates in the testing process through test review and analysis, test witnessing and certification of software. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Little creativity is required. Typically reports to a manager.

**Title:** Software Developer (2)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** At least four years of experience is required.

**Functional Responsibility:** Performs the analysis of business, engineering and scientific problems and is charged with overseeing the documentation and development of well-defined methods, procedures and programs in the delivery of practical systems solutions. Is able to direct programming projects and supervises, coordinates and review the work of other programmers and technicians. Develops programming techniques and standards for the project. Maintains expert knowledge of all hardware and software components used on the project. Must be fully conversant in product life-cycle, system design, functional specifications, coding, system maintenance, testing, and documentation. Reviews future enhancements and assigns necessary resources. Serves as a resource for technical questions from the development team.

**Title:** Software Developer (3)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Six years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

**Functional Responsibility:** Designs, modifies, develops, writes and implements software programming applications. Supports and/or installs software applications. Participates in the testing process through test review and analysis, test witnessing and certification of software. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report directly to a project lead or manager. A wide degree of creativity and latitude is expected.

**Title:** Internet Security Specialist

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Two to four years of experience in the field or in a related area

**Functional Responsibility:** Develops, implements, and maintains firewall technologies that secure an organization's website. Defines network security issues, develops plans and procedures, and ensures safety and privacy of their newly developed internet and intranet sites. Creates, modifies and deletes user profiles and other access controls. Reviews security logs and violation reports. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals.

Performs a variety of tasks. Works under general supervision; typically reports to a manager. A certain degree of creativity and latitude is required.

**Title:** Information Systems Security Specialist

**Education:** Bachelor Degree in related field, or equivalent experience.

Specific experience in systems/network engineering and Information Security (INFOSEC) protocols is desirable.

**Experience:** Minimum of three years experience, of which at least two must be specialized experience in the design and integration of INFOSEC products and systems.

**Functional Responsibility:** The Information Systems Security Specialist plans, implement, upgrades, monitors and promote information security measures for the organization's computer networks. Will pay particular attention to firewalls, Virtual Private Networks (VPN), anti-virus, intrusion detection, vulnerability assessment and user account management protocols. Duties may include network security monitoring, security audit analysis monitoring effectiveness of security measures, identifying and responding to possible threats and security violations, evaluating and maintaining log-on accounts and passwords for network users. In some situations, the Information Systems Security Specialist may be required to develop security policies, employee security awareness and training programs.

**Title:** Sr. Web Applications Developer

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** At least six years of experience in the field or in a related area. Has knowledge of standard concepts, practices, and procedures within a particular field (i.e., SQL, JAVA, C++, HTML, CGI and JavaScript).

**Functional Responsibility:** Designs, develops, and implements software packages for web-based applications and web sites. Troubleshoots, debugs and implements software code. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Designs, plans and coordinate work teams. Can provide technical support and supervision to team members. Typically reports to a project manager. A certain degree of creativity and latitude required.

**Title:** Web Graphics Designer/Developer

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** At least two to four years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field.

**Function Responsibility:** Designs and constructs web pages/sites including incorporating graphic user interface (GUI) features and other techniques. Maintains and provides ongoing design of the website, promos and ad banners, seasonal content specials and custom chat launcher design for partners. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically reports to a manager. A certain degree of creativity and latitude is required.

**Title:** Subject Matter Expert (1)

**Education:** Bachelor Degree in related field. Masters preferred.

**Experience:** Will support initiatives in information Systems, Engineering, Business, Science or other technically related discipline. Five years within the last eight years of intensive and progressive experience in the individual's field of study and specialization. This experience is expected to include a broad spectrum of expertise in a variety of aspects of the field. Four years of specialized experience within the last six calendar years of intensive and progressive

experience in functional and information technology analysis/programming of subject matter closely related to the work to be automated.

**Functional Responsibility:** May augment project teams. Provides high level functional and FIP systems analysis, design integration, documentation, and implementation advice on exceptionally complex studies, which require and expert knowledge of the subject matter for effective problem solution. Participates in all phases of study development with emphasis on the planning, analysis, documentation, and presentation phases. Applies higher-level principles and methods to engineering and other physical sciences to arrive at automated solutions.

**Title:** Subject Matter Expert (2)

**Education:** Bachelor Degree in related field. Masters preferred.

**Experience:** Will support initiatives in information Systems, Engineering, Business, Science or other technically related discipline. 5 years within the last 8 years of intensive and progressive experience in the individual's field of study and specialization. This experience is expected to include a broad spectrum of expertise in a variety of aspects of the field (i.e. a Senior Logistics Specialist should have experience in support analysis, supply, distribution in systems analysis, design, and programming using manual and automated tools and methods such as I-CASE tools.) Four years of specialized experience within the last six calendar years of intensive and progressive experience in functional and information technology analysis/programming of subject matter closely related to the work to be automated.

**Functional Responsibility:** May augment or direct project teams. Provides high level functional and FIP systems analysis, design integration, documentation, and implementation advice on exceptionally complex studies, which require an expert knowledge of the subject matter for effective problem solution. Participates in all phases of study development with emphasis on the planning, analysis, documentation, and presentation phases. Applies higher-level mathematical principles and methods to engineering and other physical sciences to arrive at automated solutions. Oversees the design and preparation of technical reports and related documentation. Prepares and delivers senior management presentations and briefings as required by the task order. May serve as a Task Leader, responsible for ensuring the quality and timeliness of services delivered.

**Title:** Subject Matter Expert (3)

**Education:** Master Degree in related field.

**Experience:** Will support initiatives in information Systems, Engineering, Business, Science or other technically related discipline. Ten years within the last fifteen years of intensive and progressive experience in the individual's field of study and specialization. This experience is expected to include a broad spectrum of expertise in a variety of aspects of the field of expertise. A Principal Information Engineer should have experience in systems analysis, design and programming using manual and automated tools and methods, such as I-CASE tools.) Five (5) years of specialized in functional and Information Technology analysis/programming of subject matter closely related to the work to be automated.

**Functional Responsibility:** As an expert in the subject matter field, may augment or direct project teams. Provides high level functional and FIP systems analysis, design integration, documentation, and implementation advice on exceptionally complex studies, which require an expert knowledge of the subject matter for effective problem solution. Participates in all phases of study development with emphasis on the planning, analysis, documentation, and presentation phases. Applies higher-level mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other physical sciences to arrive at automated solutions. Reviews and approves the design and preparation of technical documentation and reports. Prepares and delivers senior management presentations and

briefings as required by the task order. May serve as a Task Leader, responsible for ensuring the quality and timeliness of services delivered.

**Title:** Sr. Knowledge Engineer

**Education:** Master Degree, Computer Science, Engineering, Business, Sciences, or related field.

**Experience:** Ten years within the last fifteen years of intensive and progressive experience in the individuals field of study and specialization particularly in the areas of knowledge acquisition, KADS, rule-based systems, OOA/OOD/OOP, data mining, machine learning, neural networks, and case-based reasoning. Must be intimately familiar with languages such as C/C++, Prolog, Lisp or other AI languages and must have experience in the application of AI in the development of commercial products.

**Functional Responsibility:** As an expert in the Knowledge Engineering Arena, the Sr. Knowledge Engineer may augment or direct project teams in initiatives in information Systems, Engineering, Business, Science or other technically related discipline. Provides high level functional and implementation advice, particularly in the areas of knowledge acquisition, KADS, rule-based systems, OOA/OOD/OOP, data mining, machine learning, neural networks, and case-based reasoning. Should have experience in the application of AI in the development of commercial products. Excellent communication skills.

**Title:** Business Process Analyst

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Two to five years of related experience.

**Functional Responsibility:** Will be required to collect and analyze data pertaining to the organization's business process, and systems resources. Prepares and presents recommendations. Defines systems objectives, inputs and outputs. Collaborates with users and analysts in the conceptualization and analysis phases and provides directions and the identification of problems and problem resolutions

**Title:** Sr. Systems Analyst (1)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Three years of experience in systems analysis and complex business systems support is required.

**Functional Responsibility:** The Systems Analyst devises and designs computer system requirements for the solution of moderately difficult business problems, or for segments of more complex problems, and formulates procedures for their solutions. Provides analytical support and technical advice during the conceptualization, development, and implementation phases.

**Title:** Sr. Systems Analyst (2)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Five years of experience in systems analysis and complex business systems support is required.

**Functional Responsibility:** Analyzes and evaluates major system project requirements of considerable complexity requiring a thorough understanding of all parameters affecting and interfacing with the system. Provides analytical support in the conceptualization, development and implementation of complex, multiple, inter-linked systems. Defines system objectives and prepares system design specifications to meet user requirements and satisfy interface problems. Formulates logical statements of user requirements and develops solutions through

application of systems and methods engineering techniques. Reviews alternate approaches and selects appropriate methodology. May provide work leadership for lower level employees.

**Title:** Sr. Programmer Analyst (1)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Three years of related experience is required.

**Functional Responsibility:** Designs, develops, implements, and maintains complex business, accounting, and management information systems. Works with users to define existing or new system scope and objectives. Performs modifications to and maintenance of operational programs and procedures. Assists users in the operation of the application.

**Title:** Sr. Programmer Analyst (2)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Three to five years experience.

**Functional Responsibility:** Designs, develops, implements, and maintains complex business, accounting, and management information systems. Works on complex assignments. Works with users to define existing or new system scope and objectives. Performs modifications to, and maintenance of, operational programs and procedures. Assists users in the operation of the application. Provides guidance to and may supervise less experienced programmer/analyst.

**Title:** Sr. Programmer Analyst (3)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Five plus years of related experience is required.

**Functional Responsibility:** Designs, develops, implements, and maintains complex business, accounting, and management information systems. Works on complex assignments. Works with users to define existing or new system scope and objectives. Performs modifications to and maintenance of operational programs and procedures. Directs users in the operation of the application. Provides guidance to and may supervise less experienced programmer/analyst.

**Title:** Programmer Analyst (1)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Two plus years of related experience required.

**Functional Responsibility:** Able to produce quality code in several languages working from general specifications and with limited supervision. Develops, modifies and maintains assigned programs and modifications. Is able to diagnose and correct errors. Is able to define and determine user requirements, and designs and implements the interrelations of files and how they will interact to work in the overall application. Tests and documents work and is able to develop operator documentation.

**Title:** Programmer Analyst (2)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** At least three years of related experience.

**Functional Responsibility:** Can work in a team setting to investigate user requirements and produce functional specifications leading toward a solution. Can code in the required language and be able to review others' code. Develops, modifies and maintains assigned programs and modifications. Is able to diagnose and correct errors. Is able to define and determine user requirements, and designs and implements the interrelations of files and how they will interact to work in the overall application. Tests and works with documentation work and is able to oversee the development of operator documentation.

**Title:** Programmer Analyst (3)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Three to five years of related experience is required.

**Functional Responsibility:** Designs, develops, implements, and maintains complex business, accounting, and management information systems. Works on complex assignments. Works with users to define existing or new system scope and objectives. Performs modifications to and maintenance of operational programs and procedures. Assists users in the operation of the application. Provides guidance to and may supervise less experienced programmer/analysts.

**Title:** Computer Programmer (3)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** One to three years of related experience is required.

**Functional Responsibility:** Is able to produce quality code in several languages working from general specifications and with limited supervision. Develops, modifies and maintains assigned programs and modifications. Is able to diagnose and correct errors. Is able to perform program analysis of specifications and designs, and implement requirements. Tests and documents work and is able to develop operator documentation.

**Title:** Network Engineer

**Education:** High school diploma and technical training in computer science, or related field, or equivalent experience.

**Experience:** Four to six years of related experience is required.

**Functional Responsibility:** Responsible for the less complex tasks required in the testing and analysis of all elements of the network facilities (power, communication machinery, software lines, modems, and terminals). Monitors systems and advises senior members of network staff of network failures or degradation and assists in arranging for corrective actions plans. Maintains documentation of daily operations.

**Title:** Database Manager

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** At least five years' of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

**Functional Responsibility:** Reviews, evaluates, designs, implements and maintains company database[s]. Identifies data sources, constructs data decomposition diagrams, provides data flow diagrams and documents the process. Writes codes for database access, modifications, and constructions including stored procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a project leader or manager. A wide degree of creativity and latitude is expected.

**Title:** Sr. Database Administrator

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Four to six years of related experience.

**Functional Responsibility:** Evaluates and designs existing or proposes systems to structure and access databases, including field implementation, design and implementation of stored procedures, logical and physical design and implementation, performance evaluation and tuning, backup and recovery. Analyzes database requirements of the user department, applications programming and operations. Submits recommendations for solutions that require

definition of the physical structure and Functional capabilities of databases and require data security and data backup/recovery specifications.

**Title:** Database Administrator

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Three plus years of related experience is required.

**Functional Responsibility:** Establish complex operational databases, software configuration control and system interfaces for computer system(s) assigned. Must have experience with UNIX/C and be able to perform capacity evaluations, performance evaluations and tuning, backup and recovery. May supervise less experienced systems personnel. Prepare system for operational use and oversee operational tests.

**Title:** Systems Administrator

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Three to five years of related experience is required.

**Functional Responsibility:** Maintains data files and control procedures for a complex system of networked computers or for a single group of microcomputers linked to a host workstation, or mainframe. Responsible for system security and data integrity. Assigns passwords and monitors use of resources, backs up files as required and works with management to define requests for information. Provides technical guidance to lesser experienced systems administrators.

**Title:** UNIX Systems Administrator

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Four plus years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.

**Functional Responsibility:** Installs, configures and maintains an organization's operating systems. Analyzes and resolves problems associated with server hardware UNIX, applications software. Detects, diagnoses, and reports UNIX related problems on servers. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Little creativity is required. Typically reports to a project leader or manager.

**Title:** Sr. Telecommunications Specialist

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Five to seven years of related experience is required.

**Functional Responsibility:** Plans, evaluates, and/or coordinates the installation of local and/or remote data and voice communications equipment such as terminals, modems, video conferencing units, concentrators, minicomputers, central processing units, facsimiles, and pagers. Designs entire networks or portions of networks that include selection of hardware and software packages. Oversees voice network reconfiguration and billing reconciliation's. Ensures that all software including network control programs satisfy the communications needs covering both the hardware and software installed. Develops or assists in the development of standards for carrier service and equipment. Prepares or ensures that appropriate network documentation exists, including operational instructions. Provides regulatory monitoring and voice network analysis regarding short and long range planning for in-house systems.

**Title:** PC Technician (3)

**Education:** High School diploma or equivalent. Technical training required.

**Experience:** Three to four years of related experience is required.

**Functional Responsibility:** Provides technical, operations, and training support to users of company's personal computers either by telephone or on site relative to micro hardware and software packages. Performs hardware diagnostics and coordinates repairs. Assists in planning and designing PC support systems. Acts as liaison for data transfer systems design and implementation. Installs, tests, and documents applications software programs. Develops reports and databases. Provides technical support for personal computers.

**Title:** Manager, IT User Support

**Education:** Associate Degree in related field, or equivalent experience.

**Experience:** Four to six years of experience in a customer support environment.

Demonstrated ability to work independently or under only general direction.

**Functional Responsibility:** Supervises Help Desk Technicians and Trainers and gives direction to staff who are responsible for telephone, in-person and classroom support to users in the areas of e-mail, COTS, Windows desktop applications and applications developed or deployed under specific contract. Develops procedures for finding and resolving problems with IS products and services. Serves as a subject matter expert and will also provide training to client and contractor personnel. Prepares work schedules. Coordinates the development of all training deliverables. Coordinates referrals to appropriate technical or service personnel for follow-up. Processes ad hoc reports and some programming tasks.

**Title:** Sr. Training Specialist

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Two to four years of related experience is required.

**Functional Responsibility:** Responsible for developing training manuals, curriculum and other training materials. Researches user needs, develops schedules, train trainers, train senior level classes in information technology products developed by the contractor.

**Title:** Training Specialist

**Education:** Associate Degree in related field, or equivalent experience.

**Experience:** One to three years of experience in related field.

**Functional Responsibility:** Responsible for developing some training materials. Train junior level classes in information technology products developed by the contractor. Assist senior training specialist in all aspects of development and training.

**Title:** Technical Editor

**Education:** Associate Degree or higher in high tech-related field, Journalism, or English, or equivalent experience.

**Experience:** One to three years of related experience is required.

**Functional Responsibility:** Responsible for developing and editing documentation for software/hardware products for users and developers. Responsible for supervising technical writers and for production of documents to the final stages of design and reproduction. Able to work on Web Sites and other electronic media as needed for dissemination of documentation.

**Title:** Sr. Technical Writer

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Four years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

**Functional Responsibility:** Writes, edits, proofreads, and copyedits a variety of documents. Plans and prepares stories for dissemination on a web site. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May direct and lead the

work of others. Typically reports to a manager or head of a unit/department. A wide degree of creativity and latitude is expected.

**Title:** Sr. IT Logistics Coordinator

**Education:** Associate Degree or higher in related field, or equivalent experience.

**Experience:** Four years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

**Functional Responsibility:** Plan and implement improved logistics procedures and techniques ensuring that provisioning scheduled and time frames are met. Maintain open purchase orders. Prepare purchase requisitions and material releases for Parts Procurement on all emergency and non-emergency items. Perform data entry to enter/verify date from same documents. Handles expediting of all back-ordered items. Required Skills: Working knowledge of MS Access and familiar with general inventory and accounting practices and procedures. Knowledge of stockroom/shipping and receiving experience in handling electronic and mechanical materials.

**Title:** IT Logistics Assistant (2)

**Education:** Associate Degree in related field, or equivalent experience.

**Experience:** Has knowledge of commonly-used concepts, practices, and procedures within a particular field.

**Functional Responsibility:** Provides basic travel information to customers inquiring about fares, routes, and accommodations. May require a high school diploma or its equivalent with 0-2 years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Little creativity is required. Typically reports to a supervisor or manager.

**Title:** Sr. Help Desk Technician

**Education:** Associate Degree in related field, or equivalent experience.

**Experience:** Two to four years experience. Must be familiar with appropriate programming language to allow processing of reports.

**Functional Responsibility:** Responsible for supervising Help Desk Technicians in manning Help Desk to field questions called in by users of the software/hardware products developed by the contractor. Solves problems immediately or finds solutions from developers/manufacturers and gets back to the caller within a reasonable time frame--usually within 2 hours. Develop various procedures for monitoring calls and oversees weekly reports filed by the Help Desk Technician. Works with the Manager, IT Support to improve the methodology of handling problems. Supervises Help Desk Technicians. Processes ad hoc reports and some programming tasks. Prepares work schedules.

**Title:** Help Desk Technician (1)

**Education:** High School or higher, or equivalent experience.

**Experience:** One to two years of related experience.

**Functional Responsibility:** Responsible for manning the Help Desk to field questions from users of software/hardware products. Must be able to identify and solve problems related to system software or coordinates referrals to appropriate technical personnel for follow-up. Logs calls and prepares weekly reports under the supervision of the Sr. Help Desk Technician.

**Title:** Help Desk Technician (2)

**Education:** High School or higher, or equivalent experience.

**Experience:** At least two years of related experience.

**Functional Responsibility:** Responsible for manning the Help Desk to field questions from users of software/hardware products. Must be able to identify and solve problems related to system software or coordinates referrals to appropriate technical personnel for follow-up. Has knowledge of commonly used concepts, practices and procedures. Logs calls and prepares weekly reports under the supervision of the Sr. Help Desk Technician.

**Title:** IT Graphics Technician

**Education:** May require an Associate Degree or its equivalent and equivalent experience in a related area.

**Experience:** Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

**Functional Responsibility:** Produces graphic sketches, designs, and copy layouts for online content. Determines size and arrangement of illustrative material and copy, selects style and size of type, and arranges layout based upon available space, knowledge of layout principles, and aesthetic design concepts. Works under immediate supervision. Little creativity is required. Reports to a manager.

**Title:** Program Administration Specialist

**Education:** High School Diploma.

**Experience:** Two years experience as an Executive Secretary or Administrative Assistant. Knowledge of MS Office (specifically spreadsheet and presentation software). Type 60 wpm. Must be well organized, multitasked, and be able to proofread own work.

**Functional Responsibility:** Assist in preparing Program Managers' project reports. Provide proposal support. Coordinate the project time sheets on a bi-weekly basis, and invoicing support for the project. Coordinate new employee orientation, project meeting planning, and taking minutes at all meetings. Providing administrative support for the project (copying, faxing, word processing, etc.), filing and organizing documents for the project site office. Edit and proofread all documents. Provide responsive customer support, and support to other tasks as assigned.

**Title:** Data Entry Specialist (1)

**Education:** High School Diploma or its equivalent.

**Experience:** None to three years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.

**Functional Responsibility:** Operates a data entry device to record or verify a variety of standard and/or complex coded or uncoded business and statistical source data into a computer. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Little creativity is required. Reports to a supervisor or manager.

**Title:** Data Entry Specialist (2)

**Education:** High School Diploma or its equivalent.

**Experience:** Two to four years experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.

**Functional Responsibility:** Operates a data entry device to record or verify a variety of standard and/or complex coded or uncoded business and statistical source data into a computer. Relies on instructions and pre-established guidelines to perform the functions of the

job. Works under immediate supervision. Little creativity is required. Reports to a supervisor or manager.

**Title:** Software Quality Assurance (2)

**Education:** Bachelor Degree in related field.

**Experience:** Two to four years of experience in respective environment. Must have a working knowledge of quality assurance methodologies.

**Functional Responsibility:** Develops, publishes, and implements test plans. Writes and maintains test automation. Develops quality assurance standards. Assist with implementing process improvement initiatives. Defines and tracks quality assurance metrics such as defect densities and open defect counts. Familiar with NT, UNIX and/or Solaris environments. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically reports to a manager. A certain degree of creativity and latitude is required.

**Title:** Software Tester (1)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Two years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.

**Functional Responsibility:** Evaluates, recommends, and implements automated test tools and strategies. Develops, maintains, and upgrades automated test scripts and architectures for application products. Also writes, implements, and reports status for system test cases for testing. Analyzes test cases and provides regular progress reports. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Typically reports to a supervisor or manager.

**Title:** Systems Engineer (3)

**Education:** Bachelor Degree in related field, or equivalent experience.

**Experience:** Five years of experience in the field or in a related area.

**Functional Responsibility:** Provides analysis related to the design, development, and implementation of hardware for products. Develops test strategies, devices, and systems. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.

b. Pricing for IT Services offered under Special Item Number 132-51.

**INFORMATION TECHNOLOGY (IT) PROFESSIONAL RATES**

<u>Labor Categories</u>	<u>Price</u>
Sr. Program Director .....	\$168.52
Project Manager.....	\$132.38
Sr. Information Technology Manager.....	\$159.42
Assistant Project Manager .....	\$124.08
Team Leader.....	\$120.36
Software Developer (1) .....	\$101.85
Software Developer (2) .....	\$114.46
Software Developer (3).....	\$118.40

Internet Security Specialist .....	\$118.43
Information Systems Security Specialist.....	\$118.43
Sr. Web Applications Developer .....	\$118.43
Web Graphics Designer/Developer .....	\$72.88
Subject Matter Expert (1) .....	\$182.20
Subject Matter Expert (2) .....	\$275.15
Subject Matter Expert (3) .....	\$334.15
Sr. Knowledge Engineer .....	\$141.21
Business Process Analyst.....	\$98.16
Sr. Systems Analyst (1) .....	\$94.18
Sr. Systems Analyst (2) .....	\$100.21
Sr. Programmer Analyst (1) .....	\$77.54
Sr. Programmer Analyst (2) .....	\$88.79
Sr. Programmer Analyst (3) .....	\$93.48
Programmer Analyst (1).....	\$68.98
Programmer Analyst (2).....	\$69.18
Programmer Analyst (3).....	\$77.19
Computer Programmer (3).....	\$62.03
Network Engineer .....	\$77.44
Database Manager .....	\$118.43
Sr. Database Administrator.....	\$109.33
Database Administrator .....	\$85.67
Systems Administrator .....	\$78.48
UNIX Systems Administrator .....	\$122.98
Sr. Telecom. Specialist .....	\$89.38
PC Technician (3) .....	\$68.33
Mgr. IT User Support .....	\$91.09
Sr. Training Specialist.....	\$83.14
Training Specialist.....	\$78.26
Technical Editor .....	\$70.63
Sr. Technical Writer .....	\$77.44
Sr. IT Logistics Coordinator .....	\$77.44
IT Logistics Assistant (2).....	\$59.21
Sr. Help Desk Technician .....	\$77.58
Help Desk Technician (1).....	\$47.78
Help Desk Technician (2).....	\$59.75
IT Graphics Technician .....	\$59.21
<u>Labor Categories</u> .....	<u>Price</u>
Program Administration Specialist.....	\$51.58
Data Entry Specialist (1) .....	\$36.45
Data Entry Specialist (2) .....	\$47.06
Software Quality Assurance (2) .....	\$86.50
Software Tester (1) .....	\$73.88
Systems Engineer (3) .....	\$123.15

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

PREAMBLE

Datanamics, Inc. provides commercial products and services to the 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 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 businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact Sharon Lewis at phone (301) 948-3515, fax (301) 926-4243, or via email at [sharon@datanamics.com](mailto:sharon@datanamics.com).

BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Ordering Activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)

\_\_\_\_\_.

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

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

Signatures

\_\_\_\_\_  
Ordering Activity      Date

\_\_\_\_\_  
Contractor              Date

BPA Number: \_\_\_\_\_

(Customer Name)  
BLANKET PURCHASE AGREEMENT

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

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

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

(2) Delivery

DESTINATION	DELIVERY SCHEDULES/DATES
_____	_____
_____	_____
_____	_____

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

(4) This BPA does not obligate any funds.

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

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

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

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

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

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

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

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

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

## 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 to 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.