



Contract Holder

GSA IT Schedule 70 – GS-35F-012DA

General Services Administration Authorized Federal Supply Service Information Technology Schedule Pricelist

General Purpose Commercial Information Technology (IT) Equipment, Software & Services

SIN 132-51 - Information Technology (IT) Professional Services
SIN 132-51 - STLOC State and Local; Cooperative Purchasing
SIN 132-51 - RC Recovery Purchasing
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 D313 - Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316 - IT Network Management Services
FPDS Code D317 - Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services
FPDS Code D399 - Other Information Technology Services, Not Elsewhere Classified

Business Size/Status: Small Business (HUBZone Certified)

Contract Number: GS-35F-012DA

Contract Period: 10/05/2015-10/04/2020

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

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

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

Note 4: Personal Identity Verification (PIV) Credentials and Services. This facilitates trusted physical and electronic access to government facilities and networks using smart card technology. PIV Credentials and Services is a key enabler of identity assurance for access control and protects Federal facilities and information systems from unauthorized access, interception, and tampering.

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system.

The website for GSA Advantage!® is: <https://www.GSAAvantage.gov>.

For more information on ordering from Federal Supply Schedules, visit: <http://www.gsa.gov/portal/category/100623>.

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!® online shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!® and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

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

For orders exceeding the 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.

Points of Contact

Contract Administration POC:

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Offeror Data

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 Windsor Mill, MD 21244, USA
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DUNS Number: 07-960-5748

CAGE Code: 792M5

NAICS Codes: 518210 - Data processing, Hosting, and Related Services
 541511 - Custom Computer Programming Services
 541512 - Computer Systems Design Services
 541513 - Computer Facilities Management Services
 541519 - Other Computer Related Services
 541611 - Administrative Management and General Management Consulting Services

Business Size/Status: Small Business (HUBZone Certified)

Contract Number: GS-35F-012DA

Contract Period: 10/05/2015-10/04/2020

Ordering Information Applicable to SIN 132-51

1. Awarded Special Item Numbers (SIN):

SIN	Description
132-51	Information Technology Professional Services

1a. Identification of the lowest priced labor category title and hourly rate awarded under the contract is:

SIN	Labor Category Title	Labor Category Description	GSA Hourly Rate
132-51	• Administrative Staff	Performs a variety of secretarial and administrative duties for assigned supervisor/manager or senior staff member. Performs normal office functions such as setting up and maintaining alphabetical, numerical and/or subject files; interviewing callers and making proper referrals; arranging meetings and conferences; and receiving, referring, or answering mail. May take and transcribe dictation; uses personal computers and standard desktop software to compose reports, correspondence, and memorandums; reviews drafts and finished documents for appropriate grammatical usage; answers questions relating to office operations and established policies and procedures. Apprentice or Trainee. Moderate understanding of general job aspects and superficial understanding of the technical phases of the job. Performs routine, repetitive, and basic tasks where precedent, methods and processes are well established. Makes simple decisions, but refers most to more experienced personnel.	\$19.55

1b. Note: One set of rates applies whether work is performed on-site or off-site under this contract for SIN 132-51.

1c. Labor Category Descriptions:

SIN	Labor Category Title	Labor Category Description
132-51	• Administrative Business Operations Specialist	Provides support analyses for program staff disciplines, such as: business operations, human resources, publications and graphics, quality assurance, technical editing, and program administration. Responsibilities may include, but are not limited to: personnel functions, labor and cost reporting, document editing, process quality control, and pricing. Possesses general administrative and clerical abilities such as typing, scheduling, filing, timekeeping, presentation preparation, database entry, forms processing, and tracking and management of documentation.
132-51	• Administrative Staff	Performs a variety of secretarial and administrative duties for assigned supervisor/manager or senior staff member. Performs normal office functions such as setting up and maintaining alphabetical, numerical and/or subject files; interviewing callers and making proper referrals; arranging meetings and conferences; and receiving, referring, or answering mail. May take and transcribe dictation; uses personal computers and standard desktop software to compose reports, correspondence, and memorandums; reviews drafts and finished documents for appropriate grammatical usage; answers questions relating to office operations and established policies and procedures. Apprentice or Trainee. Moderate understanding of general job aspects and superficial understanding of the technical phases of the job. Performs routine, repetitive, and basic tasks where precedent, methods and processes are well established. Makes simple decisions, but refers most to more experienced personnel.
132-51	• Business Intelligence Data Developer	Provides technical direction and management in the maintenance and development of the reporting components of the data warehouse. Maintains an understanding of the definitions, analyses and reporting outputs from the data warehouse. Manages the analysis, design, development and implementation of new reporting requirements and provides estimates to support timelines and deliverables. Ensures the testing and verification of new reporting processes. Acts as a manager and is responsible for planning and monitoring schedule milestones and deliverables. Possesses strong SDLC experience and manages appropriate levels of documentation as required.
132-51	• Business Intelligence Developer, Senior	Experienced in data warehouse development including data modeling, data analysis/design, cube building and ETL functionality. Experienced in SOA. Knowledgeable in ETL tools (such as: Cognos, Oracle, Teradata) as well as Business Intelligence applications (such as WebLogic, Oracle EPM, Microstrategy). Experience leading teams or hand-on experience with integrating BI COTS. Experience managing the development, implementation, and administration of datamarts, data warehouses and complex financial and reporting applications under multiple platforms. Must have a solid background in information technology management including, database administration, networking, systems analysis and systems support. Experience in all aspects of data warehousing including data architecture, analysis and design, ETL and Business Intelligence plus the ability to bridge the gap between end-users, technical professionals and senior management. Experience with real-time data warehouse integration using SOA, XML, ODBC and other communications methods Experience with Architecting and designing warehouse schemas and ETL Experience with a Business Intelligence environment in multiple integration platforms.

SIN	Labor Category Title	Labor Category Description
132-51	• Business Process Requirements Analyst	Demonstrates the experience and ability to apply process improvement, reengineering, and requirements methodologies and principles to conduct process/requirements analysis, modernization, and improvement projects. Demonstrates the ability to apply facilitation techniques, training, methodology development and evaluation across all phases of analysis, modernization, and improvement projects. Must be able to support components to ensure enterprise-wide integration of reengineering and/or requirements efforts. Demonstrates the experience and ability to work independently and/or to lead or supervise a team of specialists. Possesses strong oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Business Process Requirements Support	Demonstrates the experience and ability to apply process improvement, reengineering, and/or requirements methodologies and principles to conduct process/requirements analysis, modernization, and improvement projects with minimal oversight. Demonstrates the ability to work with some technical oversight and/or as a member of a team in a variety of roles ranging from providing assistance to assuming limited leadership. Possesses oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Business Process Developer Support	Demonstrates the experience and ability to evaluate and review consumer research, point-of-sale and syndicated data. Reports findings for major marketing, distribution, and manufacturing proposals and their impact on the sales function. Participates in the central development and implementation of new products, re-launches, new business building programs, sales rationale, etc. May also participate in presales or sales meetings to review proposed plans. Functions as liaison between regional sales and marketing function. Provides and/or initiates sales analysis affecting distribution, spending as it relates to volume, brand promotional strategy, and selling tools. Develops solutions to assigned technical problems of limited scope. Applies discretion and judgment to complete assignments of limited scope. Work is reviewed throughout the assignment.
132-51	• Computer Systems Analyst	Demonstrates the ability to manage and maintain utility programs, job control language, macros, subroutines and other control modules. Demonstrates the ability to support multi-phases of software systems/application programming. Has accountability for technical efforts on major projects and will develop systems requirements, code, test, and/or implement proposed systems. Demonstrates the experience and ability to work independently and/or to lead or supervise a team of specialists. Possesses strong oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Computer Systems Analyst, Senior	Demonstrates the ability to design, develop, program, install, implement, conduct research for, and maintain internal data processing computer systems and utilities, and/or for customers on a contract basis. Analyzes internal or external customers' needs, and determines equipment and software requirements for solutions to problems by means of automated systems; develops customized solutions to customer/user problems. Establishes system parameters and formats; ensures hardware/software compatibility; and coordinates and/or modifies user requirements in terms of existing and projected computer capacity and capabilities. May make programming changes as required to adapt or enhance existing or new programs and/or utilities. Maintains supplied software packages for internal users. Analyzes new hardware to determine its need or application in the existing or proposed system; advises on new techniques and estimated costs associated with new or revised programs and utilities, taking into consideration personnel, time, and hardware requirements, and makes trade-off analyses; develops general and detailed documentation describing system specifications and operating instructions; and revises existing systems and procedures to correct deficiencies and maintain more effective data handling, conversion, input/output requirements, and storage. Develops technical solutions to complex problems which require the regular use of ingenuity and creativity. Work is performed without appreciable direction. Exercises considerable latitude in determining technical objectives and approaches to assignment. Completed work is reviewed from a relatively long-term perspective, for desired results.
132-51	• Data Base Analyst	Demonstrates the experience and ability to independently plan, analyze, compile requirements, design, develop, and modify database solutions for full-featured database systems and related tools using current products and programming languages, including the installation, monitoring, maintenance, upgrade, and administration of such systems. Demonstrates the experience and ability to plan, design, develop, and modify databases structures, and database administration tools using products and programming languages. Demonstrates the ability to support application developers in planning preparation, load analysis, and backup and recovery of data. Demonstrates the experience and ability to work independently and/or to lead or supervise a team of specialists. Possesses strong oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Data Base Expert	Demonstrates the experience and ability to direct the enterprise-wide data systems architecture, design, development, and analysis. Recognized as an enterprise-level expert, drawing on extensive experience, and knowledge of industry best practices and emerging technologies. Provides expertise directly contributing to the overall data systems architecture for the client. Manages the design, modeling, documenting, and guiding of the logical and conceptual relationship of data and database changes for complex applications. Establishes and applies protocols to ensure data and database integrity. Applies best practices and emerging technologies in support of information technology strategies, goals, and initiatives. Provides analyses and recommendations prior to implementation of new systems or software. Provides performance and capacity reports, and other reports as requested. Directs the work subordinate employees and teams. Monitors analysis needs and requirements of existing and proposed systems, and the development of technical, structural, and organizational specifications and initiates reach back to corporate talent, tools, and resources, in support of customer initiatives, goals, and strategies.

SIN	Labor Category Title	Labor Category Description
132-51	• Data Base Senior Analyst	Demonstrate experience in and ability to manage the development of database projects, including the installation, maintenance, upgrading and administration of full-featured database management systems and related tools. Qualifying experience must include deployment of databases to large organizations and/or user communities. Must demonstrate experience in database administration efforts for medium to large scale projects, and project management experience specific to the full SDLC. Must demonstrate development of lessons learned in large scale database development and deployment. Demonstrates the experience and ability to work without technical oversight and to lead and/or supervise a team of specialists. Possesses superior oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Document Science Architect	Demonstrates the experience and ability in Application Architecture and Development for full system integration for document management. Knowledgeable in technologies similar to J2EE, Javascript, xml, html, integration standards.
132-51	• ETL Developer	Demonstrates the experience and ability to provide technical direction and management in the maintenance and development of the extract transform and load (ETL) aspects of the data warehouse. Maintains an understanding of the inputs received from the data source providers. Leads the analysis, design, development and implementation of new ETL requirements. Recommends changes to enhance the data warehouse data cleansing and conversion processes. Supports testing and validation of the new data conversion processes. Acts as a team lead and supports schedule milestones and deliverables. Possesses SDLC experience and manages appropriate levels of systems documentation as required.
132-51	• Expert Consultant	Demonstrates the knowledge of specific technology, techniques, policies, strategies, public discourse, proposal writing, demonstration, presentations, testimony, and capability to shape and articulate specific communications in a consultative manner. Demonstrates ability to accurately support proposal content, present testimony as an expert witness, contribute to strategic planning at the highest levels, and guide major decision makers on the possible impact of specific policies.
132-51	• ITIL Project Manager	Demonstrate the experience and ability to provide IT project management on the enterprise infrastructure projects. Knowledge of ITIL (Information Technology Infrastructure Library) Experienced in insuring that technical solutions are implemented in schedule and in the allocated budget. Reviews status of projects and budgets; manages schedules and prepares status reports. Assesses project issues and develops resolutions to meet productivity, quality, and customer-satisfaction goals and objectives. Develops mechanisms for monitoring project progress and for intervention and problem solving with the team and the customer. Ensures the development of documentation and processes to support the project solution. Demonstrated strong Information Technology professional experience. Demonstrated ability to leverage new technologies to solve business problems with appropriate business case development. Proven leadership skills. Demonstrated team building and teaming skills Desired Skills: Certification in Project Mgmt, Domain experience in Microsoft technologies. Understanding of Networking Infrastructure WANs, LANs. Experience with Standard Engineering Process. Lean Thinking/Six Sigma or similar methodology.
132-51	• Infrastructure Team Manager	Demonstrates the experience and ability to provide a solid understanding of infrastructure hardware, software and peripherals - database/data warehouse and data center management. Must also be able to leverage extensive technical knowledge to recommend/design technical solutions. Experience managing resources to accomplish the following: Technical Operations 1. Manages the production environment of the Data Center. 2. Leverages knowledge of best practices to implement sound processes and procedures that support the technical operations. 3. Ensures that all infrastructure is compliant with the customer's technical reference architecture. 4. Manages the Infrastructure Team to ensure that the team is providing infrastructure/technical support to the other functional areas on the program. 5. Provides oversight of internal customer support via a LAN Help Desk process. 6. Ensures that all project documentation is up to date and accurate. 7. Supports, release management process. 8. Ensures that the team abides by configuration management processes and procedures. 9. Ensures that all code (DDL, DML) promoted to production is efficient and free from errors. 10. Ensures that the Data Center employs appropriate cable management and is neat, tidy and free from debris. 11. Supports, with his/her team, the inventory/asset management process. 12. Attends/Leads any required customer-facing calls and meetings; captures minutes if appropriate; keeps user community and internal management team abreast of any developments. 13. Ensures that action items captured in meetings with the customer are completed on time and according to expectations. 14. Supports the Production Staff at the Enterprise Data Center in multiple locations. 15. Proactively analyzes the current processes and procedures to make recommendations to Senior Management regarding opportunities for improvement 16. Works to develop subject matter experts within the Infrastructure Team; recognizes and enforces cross-training, knowledge-sharing and succession planning entire within the team Leadership 17. Through assertive, responsible leadership inspires confidence with both the internal team members and with the customers 18. Mentors, coaches and guides Infrastructure Team members; gives both constructive and positive feedback in a timely fashion; addresses performance issues as appropriate 19. Works closely with Infrastructure Team members to clearly define and manage to current roles and responsibilities 20. Meets with the team members regularly for one-on-one discussions; encourages dialogue about day-to-day operations.

SIN	Labor Category Title	Labor Category Description
132-51	• Information Technology Specialist	Demonstrates the experience and ability to manage enterprise-wide information technology projects. Qualifying experience must include experience deploying solutions across organizations with more than 10,000 users across multiple geographic locations and using multiple data center architectures. Must demonstrate extensive knowledge of industry best-practices and lessons-learned in enterprise IT projects and deployments, and experience in the development of best-practices for enterprise size clients. Demonstrates the experience and ability to work without technical oversight and to lead and/or supervise a team of specialists. Possesses superior oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Legacy Mainframe Programmer	Demonstrates the experienced and ability in performing updates and document the design of the existing applications. Experienced in moving application code from development to validation environment and ensure the functionality of application. Experienced in assisting in developing reporting and other project artifacts. Fluent in COBL, CICS, JCL, DB2, TSO, Endeavour, VISIO and Microsoft Office products. Able to work independently and in a team environment.
132-51	• Lead Test Automation Engineer	Demonstrates the experience and ability to develop enterprise standards for Functional automation and performance testing. Will lead the effort to build new test frameworks and or extend existing frameworks. The tool/s accommodates both functional and load testing. These frameworks allow for the execution of end-to-end testing in multi-component environments. He will working with the test engineers to design and develop a reusable architecture for the test automation. LAT must be experienced in preparing reusable functions, supporting the framework/s, implementing automation test scripts, integrating with test management tools, managing the direction of the automation effort, and its schedule and prioritization. The engineer will work with management, developers, and quality assurance personnel, to meet these goals. Support the build master implement/improve build test processes, environments, and scripts. He will provide a practical approach to complex product testing, specifically in the areas of the automation of test cases for the purposes of regression testing. Will work closely with other QC team members to automate the execution and verification of reports. Will ensure that problems are resolved in a timely and efficient manner.
132-51	• Network Voice Communications Analyst	Demonstrates the experience and ability to plan, design and implement local and/or remote voice communications hardware, software and procedures. Maintains technical expertise in identifying, evaluating, selecting or developing voice and/or video systems. Oversees voice network configurations. Prepares or ensures that appropriate network documentation exists, including operational instructions. Provides regular monitoring and voice network analysis regarding short- and long-range planning for in-house systems. May design networks or portions of networks that include selection of hardware and software packages. Provides technical solutions to a wide range of difficult problems. Solutions are imaginative, thorough, and practicable, and consistent with organization objectives. Works under only general direction. Independently determines and develops approach to solutions. Work is reviewed upon completion for adequacy in meeting objectives.
132-51	• Programmer	Performs a variety of activities in one or more of the following and/or related areas: information systems development, programming, program design and documentation preparation, personal computer applications, data control and scheduling coordination, systems administration, data security administration, and associated fields.
132-51	• Programmer/Analyst	Performs a variety of activities in one or more of the following and/or related areas: information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation, personal computer applications, data control and scheduling coordination, systems administration, data security administration, and associated fields.
132-51	• Programmer/Analyst, Mid-Level	Performs a variety of activities in one or more of the following and/or related areas: information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation, personal computer applications, data control and scheduling coordination, systems administration, data security administration, and associated fields. May act as a team lead and provide presentations to senior management.
132-51	• Programmer/Analyst, Senior	Demonstrates the experience and ability to have prime accountability for major projects and will develop requirements and code, and will test and implement proposed systems and applications. Provides enterprise-level information technology solutions in support of customer requirements; Brings industry best-practices and expertise regarding emerging technologies, risk mitigation, and continuity planning; May supervise subordinate personnel and is responsible for continuity training and employee development; Oversees all phases of the systems development life cycle, with emphasis on design, development/programming, documentation, testing and implementation.
132-51	• Principal Information Engineer	Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer-Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Has experience with such methodologies as IDEF 0 process modeling and IDEF 1X data modeling. Provides technical guidance in software engineering techniques and automated support tools.

SIN	Labor Category Title	Labor Category Description
132-51	• Proposal Consultant	Demonstrates the knowledge of specific technology, techniques, policies, strategies, public discourse, proposal writing, demonstration, presentations, and capability to shape and articulate specific communications in a consultative manner. Demonstrates ability to accurately support request for proposal content, contribute to creating sophisticated and highly articulate request for proposals.
132-51	• Requirements Analyst	Demonstrates experience and ability in requirements gathering and analysis, including business process analysis and modeling, usability, and 508 compliance. Performs, Plans, directs, and executes requirements analysis, business process modeling, usability and 508 compliance for large-scale development projects; Provides enterprise-level information technology recommendations and solutions in support of customer requirements; Applies industry best-practices and expertise regarding emerging technologies, risk mitigation, and continuity planning; May supervise subordinate personnel and is responsible for continuity training and employee development; Plans and conducts tests, and may establish a lab environment for usability testing; Ensures accurate documentation of technical specifications; Prepares status reports and presentations; Is a primary point of contact between Client user community and the contractor in compiling specifications for information systems development.
132-51	• Records Management Specialist	Demonstrates experience and ability in Records Management and eDiscovery. Certified or experience in Federal Records Management. Knowledge and/or work experience in records management email archiving, classification and eDiscovery systems. Possess an advanced knowledge of Records Management processes including classifications, and federal regulations. Ability to interpret complex technical problems, prioritize and translate them into manageable steps. Ability to understand and apply enterprise architecture principles and database principles. Ability to review, evaluate and analyze an enterprise-level Email Archive/Records Management/eDiscovery solution. Possess and apply advanced technical knowledge of email archiving system and business processes. Possess and apply advanced technical knowledge of eDiscovery tools and business processes. Advanced technical writing skills.
132-51	• SANS Consultant	Demonstrates experience and ability in developing and implementing tiered storage management strategies for large, complex multiple format data and file systems. Experience in developing, implementing, and maintaining functional backup and archival strategies for large, complex environments. Experience in developing, planning, and executing methodologies in which specific data can be easily identified and partitioned within a SAN-based environment. Experience with EMC Symmetric SANs and related or similar hardware/software. Required Ability to research and identify enterprise-level storage management recommendations and solutions to complex configuration challenges.
132-51	• SANS Engineer	Demonstrates experience and ability in maintaining SAN infrastructure of an enterprise environment. Experienced in systems administration for servers, desktops, hardware and applications. Experienced in Storage- Design, implement, maintain and troubleshoot a hybrid FiberChannel/iSCSI SAN environment in multiple enterprise class datacenters. Mastery of the configuration and maintenance of Brocade switches. Solid understanding of the bottom 4 layers of the TCP/IP protocol stack. Practical level experience implementing and administering storage arrays in a cloud environment, Systems Administration, server maintenance tasks including health monitoring, space management, server utilization, load and performance. Perform server installs, upgrades, & routine maintenance. Complete incident response, troubleshooting & performance monitoring to determine issue resolution and corrective actions. Perform connectivity troubleshooting between devices and switches. Monitor scheduled tasks and event logs for system, application, & security errors. Design and recommend strategies for upgrades and resource management. May have one or more certifications such as BCNE, Storage+ and MCSE. Experience with IT Service Management products.
132-51	• Senior Information Engineer	Demonstrates experience and ability to apply business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assist in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff.
132-51	• Subject Matter Expert	Demonstrates knowledge and ability with technical proficiency in applying expert knowledge to solve problems, and consistent efforts to maintain up- to-date skills and knowledge related to the field. Must demonstrate knowledge of technologies/business practices and lessons-learned applicable to projects of scope. Demonstrates the ability to work with minimal technical oversight and/or as a member of a team in a variety of roles. Possesses strong oral and written communications skills to clearly and effectively convey complex technical and business issues to management.
132-51	• Subject Matter Expert, Advanced	Demonstrates knowledge and ability with technical proficiency in applying expert knowledge to solve problems, and consistent efforts to maintain up- to-date skills and knowledge related to the field. Must demonstrate knowledge of technologies/business practices and lessons-learned applicable to projects of scope. Demonstrates the ability to work with minimal technical oversight and/or as a member of a team in a variety of roles. Possesses strong oral and written communications skills to clearly and effectively convey complex technical and business issues to management.

SIN	Labor Category Title	Labor Category Description
132-51	• Subject Matter Expert, Exceptional	Demonstrates the ability to define problems and analyze and develop plans and requirements in the subject matter area for simple to moderately complex systems in the subject matter area. Demonstrates the ability to coordinate and manage the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the areas of risk management; life-cycle management; policy development, methodologies, and modeling; and simulation in the functional area being addressed. Possesses expertise in highly specialized functional or technical areas such as, but not limited to, human factors engineering; Section 508 of the Rehabilitation Act of 1998; accessibility; business process reengineering; and analysis of complex hardware, software, and telecommunications issues. Demonstrates the experience and ability to work independently and/or to lead or supervise a team of specialists. Possesses strong oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Subject Matter Expert, Professional	Demonstrates the ability to define problems and analyze and develop plans and requirements for complex systems in the subject matter area. Demonstrates the ability to coordinate and manage the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the areas of risk management; life-cycle management; policy development, methodologies, and modeling; and simulation in the functional area being addressed. Possesses expertise in highly specialized functional or technical areas such as, but not limited to, human factors engineering; Section 508 of the Rehabilitation Act of 1998; accessibility; business process reengineering; and analysis of complex hardware, software, and telecommunications issues. Demonstrates the experience and ability to work independently and/or to lead or supervise a team of specialists. Possesses strong oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Systems Network Administrator/Engineer	Demonstrates the ability to confer with client executive management using industry expertise to define the client's strategic enterprise information technology business goals, and advises in the reengineering of high level business processes to meet these goals. Demonstrates the experience and ability to analyze extremely complex client requirements and recommend sophisticated development or acquisition strategies. Demonstrates the ability to assist client in developing strategic plans and concepts. Demonstrates the ability to advise clients on the impact of new legislation and emerging technologies that are relevant to their activity. Demonstrates the experience and ability to provide technical experience in highly specialized technical and professional areas, on an enterprise-wide scale. Such areas of expertise may include, but are not limited to: human factors engineering, Section 508 compliance, business process/requirements engineering, telecommunications, and other technical and non-technical areas. Qualifying experience must include specific experience in deploying professional business and/or technical solutions across organizations with more than 10,000 users, or across smaller complex organizations with public/government/media exposure, or in other organizations where such expertise was relied upon to pursue new technologies, design lines of business, or defend business decisions before third parties. Must demonstrate knowledge of technologies/business practices and lessons-learned applicable to large enterprises, large scale projects, and enterprise-wide deployments. Must demonstrate experience in the development of best practices for enterprise-size clients. May have specific experience with new and/or leading edge technologies and the deployment of these solutions to enterprise organizations. Demonstrates the experience and ability to work without technical oversight and to lead and/or supervise a team of specialists. Possesses superior oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Systems Network Engineer	Demonstrates the ability to lead operations and maintenance activities for voice and data communications networks. Ability to conduct protocol analysis and knowledge of LAN and WAN data communications protocols. Demonstrates the ability to plan and perform fault management, configuration control, and performance monitoring. Demonstrates the ability to conduct activation, back-up, deactivation, and restart of network resources/services. Demonstrates the ability to evaluate communications hardware and software, troubleshoot LAN/MAN/WAN and other network-related problems. Demonstrates the ability to perform and supervise general voice and data network administration, and provides technical leadership in the integration and testing of complex large-scale networks. Demonstrates the ability to schedule network conversions and cutovers. Demonstrates ability to coordinate with users, technical teams, and senior management throughout network site(s). Demonstrates the experience and ability to work independently and/or to lead or supervise a team of specialists. Possesses strong oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to client counterparts.
132-51	• Web Technology Specialist	Must demonstrate the experience and ability to direct and oversee operations and maintenance activities for voice and data communications networks. Demonstrates ability to conduct protocol analysis and knowledge of LAN and WAN data communications protocols. Possesses experience in planning and performing fault management, configuration control, and performance monitoring. Demonstrates experience and ability to conduct activation, back-up, deactivation, and restart of network resources/services. Demonstrates the experience and ability to work without technical oversight and to lead and/or supervise a team of specialists. Possesses superior oral and written communications skills in order to clearly and effectively convey issues, reports, and other deliverables to SSA counterparts.

Market Rates

Escalations	Year 1	Year 2	Year 3	Year 4	Year 5
Administrative Business Operations Specialist	\$52.80	\$54.65	\$56.56	\$58.54	\$60.59
Administrative Staff	\$26.40	\$27.32	\$28.28	\$29.27	\$30.29
Business Intelligence Data Developer	\$89.17	\$92.29	\$95.52	\$98.86	\$102.32
Business Intelligence Developer Senior	\$139.93	\$144.83	\$149.90	\$155.14	\$160.57
Business Process Requirements Analyst	\$112.20	\$116.13	\$120.19	\$124.40	\$128.75
Business Process Requirements Support	\$56.73	\$58.72	\$60.77	\$62.90	\$65.10
Business Process Developer Support	\$42.06	\$43.53	\$45.05	\$46.63	\$48.26
Computer Systems Analyst	\$95.91	\$99.27	\$102.74	\$106.34	\$110.06
Computer Senior Systems Analyst	\$128.44	\$132.93	\$137.58	\$142.40	\$147.38
Computer Security Specialist	\$145.20	\$150.28	\$155.54	\$160.99	\$166.62
Data Base Analyst	\$84.89	\$87.86	\$90.94	\$94.12	\$97.41
Data Base Expert	\$124.70	\$129.06	\$133.58	\$138.26	\$143.10
Data Base Senior Analyst	\$122.15	\$126.43	\$130.85	\$135.43	\$140.17
Document Science Architect	\$139.93	\$144.83	\$149.90	\$155.14	\$160.57
ETL Developer	\$99.48	\$102.96	\$106.56	\$110.29	\$114.15
Expert Consultant	\$396.00	\$409.86	\$424.21	\$439.05	\$454.42
ITIL Project Manager	\$147.75	\$152.92	\$158.27	\$163.81	\$169.55
Infrastructure Team Manager	\$137.43	\$142.24	\$147.22	\$152.37	\$157.70
Information Technology Specialist	\$121.24	\$125.49	\$129.88	\$134.42	\$139.13
Legacy Mainframe Programmer	\$122.15	\$126.43	\$130.85	\$135.43	\$140.17
Lead test Automation Engineer	\$147.84	\$153.01	\$158.37	\$163.91	\$169.65
Network Voice Communications Analyst	\$113.89	\$117.88	\$122.00	\$126.27	\$130.69
Programmer	\$76.00	\$78.66	\$81.41	\$84.26	\$87.21
Programmer/Analyst	\$84.00	\$86.94	\$89.99	\$93.14	\$96.40
Programmer/Analyst Mid-level	\$110.08	\$113.93	\$117.92	\$122.05	\$126.32
Senior Programmer/Analyst	\$152.10	\$157.43	\$162.94	\$168.64	\$174.54
Principal Information Engineer	\$137.81	\$142.63	\$147.62	\$152.79	\$158.14
IT Proposal Consultant	\$196.68	\$203.56	\$210.69	\$218.06	\$225.69
Requirements Analyst	\$91.08	\$94.27	\$97.57	\$100.98	\$104.52
Records Management Specialist	\$125.40	\$129.79	\$134.33	\$139.03	\$143.90
SANS Consultant	\$152.22	\$157.55	\$163.06	\$168.77	\$174.68
SANS Engineer	\$79.20	\$81.97	\$84.84	\$87.81	\$90.88
Sr. Information Engineer	\$107.95	\$111.73	\$115.64	\$119.69	\$123.87
Subject Matter Expert	\$90.70	\$93.87	\$97.16	\$100.56	\$104.08
Advanced Subject Matter Expert	\$108.28	\$112.07	\$115.99	\$120.05	\$124.25
Subject Matter Expert Exceptional	\$163.02	\$168.73	\$174.63	\$180.74	\$187.07
Subject Matter Expert Professional	\$231.00	\$239.09	\$247.45	\$256.11	\$265.08
Systems Infrastructure Management Engineer	\$118.61	\$122.76	\$127.06	\$131.51	\$136.11
Systems Network Administrator/Engineer	\$79.36	\$82.14	\$85.01	\$87.99	\$91.07
Systems Network Engineer	\$96.91	\$100.31	\$103.82	\$107.45	\$111.21
Web Technology Specialist	\$91.03	\$94.21	\$97.51	\$100.92	\$104.46

Ordering Information (continued from page 3)

2. Maximum Order: \$500,000 per SIN – For SINs132-51.

3. Minimum Order: \$100.00.

4. Geographic Scope of Coverage: The Geographic Scope of Coverage is Domestic Delivery. This 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.

5. Quantity/Volume Discounts: None Offered.

6. Prompt Payment Discount: None Offered.

7. Government Purchase Cards: Government Purchase Cards will be accepted for payment equal to, less than or above the micro-purchase threshold, however no additional discounts will apply under the contract.

8. Government Educational Institutional Discounts: The Government Educational Institutions are offered the same types of discounts and concessions under this contract as all other Government customers.

9. Other Discounts: None Offered.

10. Foreign Items: No foreign items are awarded under this contract.

11. Normal Delivery Terms: As agreed upon between Global Commerce & Information, Inc. and the Ordering Activity.

11a. Expedited Delivery Terms: As agreed upon between Global Commerce & Information, Inc. and the Ordering Activity.

11b. Overnight/2-Day Delivery Terms: As agreed upon between Global Commerce & Information, Inc. and the Ordering Activity.

11c. 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.

12. FOB Point: Destination.

13. Ordering Address:

Global Commerce & Information, Inc.
Attn: Mike Ziman
3102 Lord Baltimore Drive, Suite 204-205, Windsor Mill, MD 21244
Telephone: 410.265.5855
Website: www.globalci.com
Email: mike.ziman@globalci.com

14. Payment Address:

Global Commerce & Information, Inc.
Attn: Stanley Soldz
2300 Fall Hill Avenue, Suite 203, Fredericksburg, VA 22401
Telephone: 540.548.5051
Website: www.globalci.com
Email: stan.soldz@globalci.com

15. Warranty/Guarantee Provisions: SIN 132-51 – IT Professional Services will be guaranteed to be completed in a satisfactory workmanlike manner as delineated within this Authorized FSS IT Schedule Pricelist.

16. Export Packing Charges: Export Packing is not offered under this contract.

17. List of Participating Dealers: Not Applicable.

18. Environmental Attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not Applicable.

19. Section 508 Compliance: Section 508 compliance information can be found on the supplies and services in this contract at the following website: <https://www.level4ventures.com/VPAT.html>. The EIT standards can be found at: <http://www.section508.gov>.

20. 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.

21. Data Universal Numbering System (DUNS) Number: 07-960-5748.

21a. Taxpayer Identification Number (TIN): 52-1780350.

21b. Business Size: Small Business Concern (Certified HUBZone).

21c. CAGE Code: 792M5.

21d. System for Award Management (SAM): Global Commerce & Information, Inc. is currently registered within the System for Award Management (SAM) database.

22. 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.

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

23a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.

23b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

24. Federal Information Technology Telecommunications Standards Requirements: Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

25. 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 703.487.4650.

26. Federal Telecommunication Standards (FED-STDS): Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable FED-STDS. Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone 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.

27. Contractor Tasks/Special Requirements (C-FSS-370) (NOV 2003):

27a. 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.

27b. Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.

27c. Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

27d. 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.

27e. 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.

27f. 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.

27g. 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.

27h. Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

27i. Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

27j. 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.

27k. Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

28. Contract Administration for Ordering Activities: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4).

29. GSA Advantage!®: GSA Advantage!® is an online, interactive electronic information and ordering system that provides online 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 website: www.gsaadvantage.gov.

30. Purchase of Open Market Items: Note: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

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

(2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;

(3) The items are clearly labeled on the order as items not on the Federal Supply Schedule;

(4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

31. Contractor Commitments, Warranties and Representations:

31a. 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.

31b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

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

None.

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

33. Blanket Purchase Agreements (BPAs): The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

34. 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.

35. 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 receive 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 apply.

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

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

36a. A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

36b. 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.

37. Insurance - Work On A Government Installation (JAN 1997) (FAR 52.228-5):

37a. The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

37b. 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.

37c. 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.

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

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

Terms & Conditions

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

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

1. SCOPE

1a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

1b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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

2a. 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.

2b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

2c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

3a. 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.

3b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

4a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

4b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

4c. 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.

4d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

5a. 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.

5b. If a stop-work order issued under this clause is cancelled 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.

5c. If a stop-work order is not cancelled 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.

5d. If a stop-work order is not cancelled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

10a. 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.

10b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

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

12. PAYMENTS

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

For Time-and-Materials orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials orders placed under this contract.

For Labor-Hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to Labor-Hour orders placed under this contract.

52.216-31(FEB 2007) Time-and-Materials/Labor-Hour Proposal Requirements — Commercial Item Acquisition as prescribed in 16.601(e)(3), insert the following provision:

12a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

12b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by —

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF CONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

LABOR CATEGORY DESCRIPTIONS - See pages 3-8 of this document.

LABOR CATEGORY PRICING - See page 9 of this document.

Educational Equivalency Matrix

The following relevant professional experience (in addition to the labor category minimum experience) may be substituted for the required education:

Requirement	Equivalent 1	Equivalent 2
Master's degree	Bachelor's plus 4 or more years related experience	None
Bachelor's degree	Associate's plus 6 or more years related experience	10 years related experience

USA Commitment to Promote Small Business Participation Procurement Programs

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts.

To accelerate potential opportunities, please contact:

Mike Ziman, CEO
Office: 410.265.5855
mike.ziman@globalci.com

Blanket Purchase Agreement (BPA) Federal Supply Schedule

In the spirit of the Federal Acquisition Streamlining Act (Agency) 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 Government that works better and costs less.

Signatures
Agency Date
Contractor Date
BPA NUMBER

BLANKET PURCHASE AGREEMENT

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

(2) 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

(3) Delivery:

DESTINATION DELIVERY SCHEDULES / DATES

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

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

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

Orders under a Team Arrangement are subject to terms and conditions 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 of how it works:

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



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