

FEDERAL SUPPLY SERVICE - AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST



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WWW.ALEXINC.COM

ALEX-Alternative Experts, LLC is an SBA 8(a) Certified Small Disadvantaged Business

**IT Schedule 70: GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT,
SOFTWARE, AND SERVICES**

Contract Number: 47QTCA18D0041

SIN 132-51: Information Technology (IT) Professional Service

Contract Period: December 14, 2017 through December 13, 2022

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On-line 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 INTERNET address for GSA Advantage! is: GSAAdvantage.gov.

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

CORPORATE INFORMATION

Points of Contact:

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Business Information:

FED ID#: 65-1306516
DUNS #: 800579554
CAGE Code: 0LAR5
Facility Security Clearance: Top Secret

Certifications:

- SBA 8(a) Certified Small Disadvantaged Business
- Minority Owned Business (Hispanic American)
- Woman Owned Small Business

CUSTOMER INFORMATION

1.a	Awarded SINS	SIN 132-51: Information Technology (IT) Professional Services
1.b	Identification of the lowest priced model number and price for each SIN	Please reference “Labor Categories and Pricing” on page 5
1.c	Labor Category Descriptions	Please reference “Labor Category Descriptions” section
2	Maximum Order	\$500,000.00
3	Minimum Order	\$100.00
4	Geographic Coverage	48 contiguous States, Washington, DC and Alaska
5	Point(s) of Production	N/A
6	Discounts	Refer to attached Pricelist
7	Quantity Discounts	None
8	Prompt Payment Terms	0%, Net 30 Days
9.a	Government Purchase Cards	Government purchase cards are accepted at or below the micro-purchase threshold.
9.b	Government Purchase Cards	Government purchase cards are not accepted above the micro-purchase threshold.
10	Foreign Items	N/A
11.a	Time of Delivery	To be negotiated at the task order level
11.b	Expedited Delivery	To be negotiated at the task order level
11.c	Overnight and 2-day delivery	To be negotiated at the task order level
11.d	Urgent Requirements	To be negotiated at the task order level
12	FOB Terms	Destination
13.a	Ordering Address	ALEX-Alternative Experts, LLC 3600 Pointe Center Court, Suite 240 Dumfries, VA 22026 gsaorders@alexinc.com
13.b	Ordering Procedures	For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14	Payment Address	ALEX-Alternative Experts, LLC P.O. Box 434 Marshall, VA 20116
15	Warranty Provisions	Standard Commercial Warranty
16	Export packing charges	N/A
17	Terms and conditions of rental, maintenance, and repair	N/A
18	Terms and conditions of installation	N/A
19	Terms and conditions of repair parts	N/A
19.a	Terms and conditions for any other services	N/A
20	List of service and distribution points	N/A
21	List of participating dealers	N/A
22	Preventive maintenance	N/A
22.a	Special attributes	N/A
22.b	Section 508	N/A
23	Data Universal Number System (DUNS) number	800579554
24	SAM Registration	ALEX- Alternative Experts, LLC maintains an active and current registration in www.SAM.gov .
27	Uncompensated Overtime	Not used

LABOR CATEGORIES AND PRICING

SIN 132-51 Information Technology (IT) Professional Services

LABOR CATEGORY	GSA PRICE PER HOUR
Application Administrator I	\$ 105.61
Application Administrator II	\$ 129.38
Configuration Manager II	\$ 89.59
Configuration Manager IV	\$ 143.69
Database Architect/Developer	\$ 115.29
Documentation Specialist III	\$ 94.24
IT Technician I	\$ 52.89
IT Technician III	\$ 94.12
Information Security Engineer	\$ 130.84
IT Analyst I	\$ 85.50
IT Analyst III	\$ 107.68
IT Program Manager II	\$ 204.05
IT Project Manager	\$ 124.27
IT SME II	\$ 131.83
Jr. Programmer	\$ 111.41
Migration Architect	\$ 258.44
Migration SME II	\$ 197.75
Migration SME III	\$ 236.21
Programmer	\$ 144.50
Systems Administrator I	\$ 84.07

** Prices Shown Herein are Net (discount deducted)*

LABOR CATEGORY DESCRIPTIONS

Application Administrator I

Functional Responsibility: Works with application developers to deploy new custom-built and COTS applications. Supports new and existing applications in the production environment. Contributes to documenting and adhering to technical policies and procedures. Participates in maintenance activities and procedures. Coordinates, monitors and provides status updates for day to day IT operational concerns to managers, customers and program stakeholders.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires one (1) year of experience participating in related projects.

Application Administrator II

Functional Responsibility: Works with application developers to deploy new custom-built and COTS applications. Supports new and existing applications in the production environment. Contributes to documenting and adhering to technical policies and procedures. Participates in maintenance activities and procedures. Coordinates, monitors and provides status updates for day to day IT operational concerns to managers, customers and program stakeholders.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires three (3) years of progressive experience participating in related projects.

Configuration Manager II

Functional Responsibility: Provides configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires three (3) years of progressive experience participating in related projects

Configuration Manager IV

Functional Responsibility: Develops the Configuration Management plan. Reports progress based on change requests. Understands configuration management principles. Responsible for the execution of the CM process, which includes operating the defined and agreed process, ensuring it interfaces with all other relevant IT processes, reviewing the effectiveness and efficiency of the process, performing process audits and managing the process improvement cycle. Audits configuration management activities by validating results against the baseline. Reports findings to change manager for final review and recommendation of revisions as appropriate.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires seven (7) years of progressive experience participating in related projects

Database Architect/Developer

Functional Responsibility: Designs and builds relational databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery. Cleans and maintains the database by removing and deleting old data. May evaluate new data sources for adherence to the organization's quality standards and ease of integration.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires four (4) years of progressive experience in participating in related projects

Documentation Specialist III

Functional Responsibility: Under general supervision, is responsible for preparing and/or maintaining systems, programming, and operations documentation, procedures, and methods including user manuals and reference manuals related to IT. Maintains a current internal documentation library. Provides or coordinates special documentation services as required. Competent to work at high level of all phases of documentation. May act as project leader.

Minimum Education and Years of Experience: Associates degree. Requires five (5) years of progressive experience in participating in related projects.

IT Technician I

Functional Responsibility: Under general supervision, responds to and diagnoses IT problems through discussions with users. Includes problem recognition, research, isolation, and resolution steps. Typically is able to resolve less complex problems immediately, while more complex problems are assigned to senior level support. May involve use of problem management database and help desk systems.

Minimum Education and Years of Experience: Associates degree. Requires one (1) year of experience in a related field.

IT Technician III

Functional Responsibility: Under general direction, responsible for ensuring the timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. Requires experience and understanding of MIS environment. Typically involves use of problem management database and help desk system. May provide guidance/training for less-experienced personnel.

Minimum Education and Years of Experience: Associates degree. Requires three (3) years of experience in a related field.

Information Security Engineer

Functional Responsibility: Establishes and satisfies complex IT system-wide information security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires three (3) years of progressive experience participating in related projects

IT Analyst I

Functional Responsibility: Provides technical support to other IT analysts to ensure that information systems, products, and services meet minimum organizational standards and end-user requirements. Performs IT system workflow analysis and recommends quality improvements. Analytically and systematically evaluates problems of workflows, organization, and planning, and develops appropriate corrective action. Documents and works to resolve problems. Prepares technical analysis reports and other related technical documentation. Supports more senior analysts on their projects where necessary.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires one (1) years of progressive experience participating in related projects

IT Analyst III

Functional Responsibility: Applies experience to the system development life cycle management activities of complex IT system deployments. Leads technical working groups. Responsible for integrating and implementing approved task and project recommendations. Establishes system development and integration methodologies and standards. Develops user requirements and ensures that solutions are consistent with customer's strategic goals. Applies process improvement practices to reengineer IT processes, principles and methodologies. Establishes and maintains security, integrity, and IT continuity controls and documentation. Reviews deliverables of junior IT Analyst staff.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires five (5) years of progressive experience participating in related projects

IT Program Manager II

Functional Responsibility: Provides IT program and/ or project management support to Mid-to-large size efforts. Can manage more complex IT programs with no supervision. Serves as focal point-of-contact with client regarding program activities; ensuring that all required resources including manpower, production standards, computer time, and facilities are available for program implementation; managing program consisting of multiple IT projects including project identification, design, development, and delivery. Provide technical advice to junior staff to assist with problem resolution. Identifies and mitigates risk to the program. Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires five (5) years of progressive experience participating in related projects

IT Project Manager

Functional Responsibility: Responsible for all aspects of the development and implementation of assigned IT projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires five (5) years of progressive experience participating in related projects

IT SME II

Functional Responsibility: Provides technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, and implementation advice on exceptionally complex problems that necessitate high-level knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, modeling, simulation, testing, integration, documentation and presentation phases.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, or technical disciplines. Requires eight (8) years of progressive experience participating in related projects

Jr. Programmer

Functional Responsibility: Under direct supervision, modifies existing software as well as creates special-purpose software to ensure efficiency and integrity between systems and applications. Creates and/or maintains operating systems, communications software, database packages, compilers, assemblers, and utility programs.

Minimum Education and Years of Experience: Associates Degree. Requires three (3) years of progressive experience participating in related projects.

Migration Architect

Functional Responsibility: Design and implement a successful deployment of IT solutions that meet customer objectives. Apply understanding of a wide range of enterprise infrastructure and cloud technologies. Evaluate customer requirements and objectives to build architectural solutions that meet customer application and

technology requirements. Explore and implement solutions to integrate legacy and cutting edge technologies into cloud environments. Support the full life cycle of cloud based solutions including tools, technologies, and best practices for development, deployment, and maintenance of cloud hosted services. Interpret environment characteristics data, perform necessary analysis, and transcribe to required formats.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, language arts, or technical disciplines. Requires five (5) years of progressive experience participating in related project

Migration SME II

Functional Responsibility: Provide thought and technical design leadership for cloud services, providers, and platforms. Act as a change agent for technologies and supporting processes to maximize results measured by performance and availability, business agility, technology freshness, and cost optimization. Lead cloud application architecting sessions with business partners evaluating tradeoffs between design, risk, and technology. Execute prototypes and technical feasibility assessments for cloud solutions. Apply advanced technical knowledge and skills in developing solutions or problem solving where complexity, innovation and technical expertise are required.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, language arts, or technical disciplines. Requires eight (8) years of progressive experience participating in related project

Migration SME III

Functional Responsibility: Provide thought and technical design leadership for cloud services, providers, and platforms. Act as a change agent for technologies and supporting processes to maximize results measured by performance and availability, business agility, technology freshness, and cost optimization. Lead cloud application architecting sessions with business partners evaluating tradeoffs between design, risk, and technology. Execute prototypes and technical feasibility assessments for cloud solutions. Apply advanced technical knowledge and skills in developing solutions or problem solving where complexity, innovation and technical expertise are required.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, language arts, or technical disciplines. Requires ten (10) years of progressive experience participating in related project

Programmer

Functional Responsibility: Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's business applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes to support existing application.

Minimum Education and Years of Experience: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, language arts, or technical disciplines. Requires two (2) years of progressive experience participating in related project

Systems Administrator I

Functional Responsibility: Under general supervision, responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements. Performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensures

data/media recoverability by implementing a schedule of system backups and database archive operations. Supports media management through internal methods and procedures or through offsite storage and retrieval services. Develops and promotes standard operating procedures. Conducts routine hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines. May develop and maintains a comprehensive operating system hardware and software configuration database/library of all supporting documentation.

Minimum Education and Years of Experience: A Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, Social Science, or other related analytical, scientific, language arts, or technical disciplines. Requires three (3) years of progressive experience participating in related project

Experience Equivalency:

ALEX applies the industry standard that 1½ years professional experience is equivalent to 1 year of college.

Degree	Associates Degree	Bachelor’s Degree	Masters Degree	PhD
Years of Experience	3 years of related professional experience	6 years of related professional experience	9 years of related professional experience	12 years of related professional experience

SCHEDULE TERMS AND CONDITIONS
(SPECIAL ITEM NUMBER 132-51)

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

1. SCOPE

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

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

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

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

- a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be

specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

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

6. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract. “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, Subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor. An

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

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

11. INVOICES

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

12. PAYMENTS

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

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its

commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE:

Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, and structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches and conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science