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**General Services Administration  
Federal Acquisition Service  
Information Technology Schedule Pricelist**

General Purpose Commercial Information Technology  
Equipment, Software, and Services



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

**General Description**

NetImpact Strategies Inc. is a woman-owned, small business with deep expertise in the areas of Portfolio Management, Governance, Enterprise Architecture, Performance Measurement and Quality Management. Our solutions empower sound decision-making and management practices, to enable government agencies to serve effectively as good stewards of taxpayer dollars while meeting their mission. We focus on comprehensive solutions that take into account people, process, and technology.

**Applicable Special Item Numbers, FSC Classes, and FPDS Codes**

Special Item Numbers	FSC Class/FPDS Code	Products/Services
132-51, Information Technology Professional Services	FPDS Code D302	IT Systems Development Services
	FDPS 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 Desgn/Mfg Svcs
	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

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

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

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

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Contract Number: GS-35F-0206Y

Period Covered by Contract: February 16, 2012 – February 15, 2017

**General Services Administration**  
**Federal Acquisition Service**

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## 1 INFORMATION FOR ORDERING ACTIVITIES

### INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

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

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

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!<sup>™</sup> on-line shopping service ([www.gsaadvantage.gov](http://www.gsaadvantage.gov)). The catalogs/pricelists, GSA Advantage!<sup>™</sup> and the Federal Acquisition Service Home Page ([www.gsa.gov/fas](http://www.gsa.gov/fas)) contain information on a broad array of products and services offered by small business concerns.

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

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

#### **1. GEOGRAPHIC SCOPE OF CONTRACT:**

*Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

*Overseas delivery* is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area: *Not Applicable*

## 2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Agencies should address all orders to the following address:

**NetImpact Strategies, Inc.**  
24917 Castleton Drive  
Chantilly, VA 20152  
Phone: 571-216-8303 / Fax: 703-462-8154  
Email: [kkalatur@netimpactstrategies.com](mailto:kkalatur@netimpactstrategies.com)

Agencies should address all payments to the following address:

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Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

**Ordering Assistance**  
Phone: 571-216-8303  
Fax: 703-462-8154  
E-mail: [kkalatur@netimpactstrategies.com](mailto:kkalatur@netimpactstrategies.com)

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**Technical Assistance**  
Phone: 571-216-8303  
Fax: 703-462-8154  
E-mail: [kkalatur@netimpactstrategies.com](mailto:kkalatur@netimpactstrategies.com)

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When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

## 3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

**4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:**

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: 014962348

Block 30: Type of Contractor - B, Other Small Business

Block 31: Woman-Owned Small Business - Yes

Block 36: Contractor's Taxpayer Identification Number (TIN) 26-4603050

**4a.** CAGE Code: 5X1D6

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

**5. FOB:** Destination

**6. DELIVERY SCHEDULE**

- a. **TIME OF DELIVERY:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBERS  
132-51

DELIVERY TIME (DAYS ARO)  
To be determined between contractor and Ordering Activity

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

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

- a. Prompt Payment: 0 % - 0 days from invoice date.  
b. Quantity -- None  
c. Dollar Volume -- None  
d. Government Educational Institutions -- Government Educational Institutes are offered the same discounts as all other government customers.  
e. Other -- None

**8. TRADE AGREEMENTS ACT OF 1979, as amended:**

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

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

*Not applicable.*

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**10. SMALL REQUIREMENTS:**

The minimum dollar value of orders to be issued is \$100.00.

**11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)**

- a. The Maximum Order value for the following Special Item Number (SIN) is \$500,000:  
Special Item Number 132-51 - Information Technology (IT) Professional Services

**12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**

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

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

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

**13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):** Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS

include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

**13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):**

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

**14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)**

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

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

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

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract.



Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

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

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

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

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

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

## **16. GSA ADVANTAGE!**

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

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

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

## 17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

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

## 18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
  - (1) Time of delivery/installation quotations for individual orders;
  - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/service/software package submitted in response to requirements which result in orders under this schedule contract.
  - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
- c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

## **19. OVERSEAS ACTIVITIES**

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

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

## **20. BLANKET PURCHASE AGREEMENTS (BPAs)**

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

## **21. CONTRACTOR TEAM ARRANGEMENTS**

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

## **22. INSTALLATION, DEINSTALLATION, REINSTALLATION**

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

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

### **23. SECTION 508 COMPLIANCE.**

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant.

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): <http://www.netimpactstrategies.com>

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

### **24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

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

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:  
This order is placed under written authorization from \_\_\_\_\_ dated \_\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

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

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
  - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or

- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
  
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

## **26. SOFTWARE INTEROPERABILITY.**

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

## **27. ADVANCE PAYMENTS**

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

## **2. TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

### **1. SCOPE**

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

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Engagement Director	<p>Engagement Director oversees multiple NetImpact engagements or projects. The Engagement Director is responsible for overall customer satisfaction. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Provide oversight for multiple projects and serve as the highest level of escalation for all delivery, performance, and contractual issues</li> <li>• Provide expertise on governance processes, program management, and performance metrics</li> <li>• Assist the project/program manager in resource and staff management, making sure the appropriate resources are made available to the project</li> <li>• Resolve any contractual, legal or quality disputes with the customer</li> <li>• Provide mentorship to other management and technical staff</li> </ul>	<p>Masters degree in related field and 10+ years experience in project management managing multiple large scale IT system development projects.</p> <p>-Or-</p> <p>Bachelors degree in related field and 15+ years experience in project management managing multiple large scale IT system development projects.</p> <p>Plus demonstrated:</p> <ul style="list-style-type: none"> <li>• Leadership skills in project and personnel management</li> <li>• Proficiency in IT system development and implementation</li> <li>• Proficiency in topics related to project management, portfolio management, governance and enterprise architecture</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Functional Consultant, Level 1	<p>The Level 1 Functional Consultant assists in the analysis, design, implementation, and support of new processes for customers. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Support Requirements definition and documentation</li> <li>• Assist with functional and process analysis and documentation</li> <li>• Assist with planning and implementing IT solutions</li> <li>• Assist with testing the completed solution against the functional requirements</li> <li>• Train customer on new processes</li> </ul>	<p>Bachelors degree in related field and 2+ years of experience in business process re-engineering and/or IT systems analysis and design.</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Complete clearly defined project tasks with supervision</li> <li>• Contribute to the content and creation of deliverables for definition, development, and validation of business processes and business rules</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Functional Consultant, Level 2	<p>The Level 2 Functional Consultant assists with definition, analysis, design, and implementation of IT solutions around customer business processes, governance, and management issues. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Understand and advise on customer business processes that the NetImpact IT solution supports</li> <li>• Support building a requirements framework and use case structure</li> <li>• Plan, structure, and facilitate group requirements sessions</li> <li>• Translate customer functional requirements into business and technical solutions and demonstrate that the intended outcome meets the customer requirements</li> <li>• Develop business and technical solutions using COTS</li> <li>• Support quality oversight</li> <li>• Develop acceptance test plans and QA processes, and assist with acceptance test with customer stakeholders</li> <li>• Assist with training curriculum and materials and lead customer training sessions</li> </ul>	<p>Bachelor’s degree in related field and 4+ years of experience in business process re-engineering and/or systems analysis and design.</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Complete clearly defined project tasks with minimal supervision</li> <li>• Work independently and Contributes to the content and creation of deliverables for definition, development, and validation of information technology processes or solutions</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Functional Subject Matter Expert (SME), Level 1	<p>The Level 1 Functional SME is an expert in a given field. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Provide expertise in the design and development of complex business solutions that adhere to best practices and industry standards</li> <li>• Serve as expert on topics related to Business Process, Service Management, IT Portfolio Management, Program Management, Capital Planning and Investment Control and Earned Value Management.</li> <li>• Serve as expert on topics related to governance frameworks and organizational decision making models</li> <li>• Serve as an advisor to the team and the customer on major functional issues that have significant impact to the project</li> </ul>	<p>Masters degree in related field and 2+ years experience in modeling, designing, developing and managing large enterprise IT and business solutions</p> <p>-Or-</p> <p>Bachelors degree in related field and 4+ years experience in modeling, designing, developing and managing large enterprise IT and business solutions</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Successfully creates IT and business solutions for multiple concurrent projects, applying expert knowledge and understanding of technical options</li> <li>• Solve complex business and technical problems on projects that prevented project derailment or failure</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Functional Subject Matter Expert (SME), Level 3	<p>The Level 3 Functional SME serves as the functional authority on NetImpact engagements. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Lead team members in planning and reviewing customer policy and industry standards and advise the customer and the team on best practices</li> <li>• Provide expertise in the design and development of complex business solutions that adhere to best practices and industry standards</li> <li>• Serve as expert on topics related to Business Process, Service Management, IT Portfolio Management, Program Management, Capital Planning and Investment Control and Earned Value Management.</li> <li>• Serve as expert on topics related to governance frameworks and organizational decision making models</li> <li>• Serve as an advisor to the team and the customer on major functional issues that have significant impact to the project</li> </ul>	<p>Masters degree in related field and 6+ years experience in modeling, designing, developing and managing large enterprise IT and business solutions</p> <p>-Or-</p> <p>Bachelors degree in related field and 8+ years experience in modeling, designing, developing and managing large enterprise IT and business solutions</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Successfully creates IT and business solutions for multiple concurrent projects, applying expert knowledge and understanding of technical options</li> <li>• Solve complex business and technical problems on projects that prevented project derailment or failure</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Functional Subject Matter Expert (SME), Level 5	<p>The Level 5 Functional SME is an industry recognized expert in a given field through professional publications, speaking engagements or organization and thought leadership. Functional SME Level 5 serves as the functional authority on NetImpact engagements. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Lead team members in planning and reviewing customer policy and industry standards (IEEE, ANSI, ISO, CMMI) and advise the customer and the team on best practices</li> <li>• Provide expertise in the design and development of complex business solutions that adhere to best practices and industry standards</li> <li>• Serve as expert on topics related to IT Portfolio Management, Program Management, Capital Planning and Investment Control and Earned Value Management.</li> <li>• Serve as expert on topics related to governance frameworks and organizational decision making models</li> <li>• Serve as a advisor to the team and the customer on major functional issues that have significant impact to the project</li> <li>• Provide career mentorship to staff within the practice by facilitating professional development opportunities</li> </ul>	<p>Masters degree in related field and 10+ years experience in modeling, designing, developing and managing large enterprise IT and business solutions</p> <p>-Or-</p> <p>Bachelors degree in related field and 15+ years experience in modeling, designing, developing and managing large enterprise IT and business solutions</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Successfully creates IT and business solutions for multiple concurrent projects, applying expert knowledge and understanding of technical options</li> <li>• Solve complex business and technical problems on projects that prevented project derailment or failure</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
<p>Network Specialist, Level 2</p>	<p>The Level 2 Network Specialist is an expert in the field of computer networks who designs and implements an Enterprise Network solution for customers. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Lead meetings to:               <ul style="list-style-type: none"> <li>○ Gather network features/services needed to implement the Enterprise network</li> <li>○ Gather user performance, SLAs and metrics to define and measure the performance of the Enterprise network</li> <li>○ Define scalability and availability objectives</li> <li>○ Define network management objectives</li> <li>○ Define service-level management using industry best practices (ITSM)</li> </ul> </li> <li>• Translate customer functional requirements into a technical solution and demonstrate the intended outcome will meet the customer requirements.</li> <li>• Provides thought-leadership to solving complex technical issues and facilitate a consistent and scalable Network architecture</li> <li>• Compare different potential network designs in relation to industry best practices, compliance with ITSM and customer policies</li> <li>• Analyze the network design and identify all potential capacity or scaling issues relative to the solution requirements</li> <li>• Recommend different testing strategies and document all aspects of testing validation of the new solution in accordance with industry best practices and customer policies</li> </ul>	<p>Masters degree in related field and 4+ years experience in design and implementation of Enterprise networks</p> <p>-Or-</p> <p>Bachelors degree in related field and 6+ years experience in design and implementation of Enterprise networks</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Provide thought-leadership to solving complex technical issues and facilitate a consistent and scalable Network architecture</li> <li>• Ensure that the architecture of the network solution is according to network engineering principles</li> <li>• Accept ultimate responsibility for the overall network solution to business problems presented on the project, and ensured the solutions were appropriately implemented</li> <li>• Stay abreast with the latest technology and propose recommendations as applicable</li> <li>• Attains necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>



Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Program Manager, Level 1	<p>Serves as a Program Manager on a medium NetImpact project or multiple small size projects</p> <ul style="list-style-type: none"> <li>• Responsible for overall performance with oversight from an Engagement Director</li> <li>• Provide Program Management for one medium or multiple small size projects and serve as the main client liaison to manage scope, performance, and customer expectations</li> <li>• Provide oversight to project managers or team leads on the development of project work plan</li> <li>• Manage or monitor project delivery and ensure project cost, schedule, and scope are adhering to the agreed upon work plan</li> <li>• Act as the first level of escalation for all delivery, performance, and contractual issues</li> <li>• Provide expertise on governance processes, program management, and performance metrics</li> <li>• Provide quality control over the work of the entire team.</li> </ul>	<p>Masters degree in related field and 2+ years experience</p> <p style="text-align: center;">-Or-</p> <p>Bachelors degree in related field and 4+ years experience</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Manage multiple concurrent programs and conducted project reviews with project managers</li> <li>• Exhibit management skills through promotion to levels of higher responsibility (more staff, longer projects, greater complexity)</li> <li>• Successfully manage relationships with client senior management and executives to ensure issue resolution and provide recommendations for additional NetImpact IT services</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Program Manager, Level 4	<p>Serves as a Program Manager on a large NetImpact project or multiple small to medium size projects. Responsible for overall performance with minimal supervision from an Engagement Director. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Provide Program Management for one large or multiple small size projects and serve as the main client liaison to manage scope, performance, and customer expectations</li> <li>• Provide oversight to project managers or team leads on the development of project work plan</li> <li>• Manage or monitor project delivery and ensure project cost, schedule, and scope are adhering to the agreed upon work plan</li> <li>• Act as the first level of escalation for all delivery, performance, and contractual issues</li> <li>• Provide expertise on governance processes, program management, and performance metrics</li> <li>• Provide quality control over the work of the entire team.</li> </ul>	<p>Masters degree in related field and 8+ years program management experience managing large or multiple small/medium projects concurrently</p> <p>-Or-</p> <p>Bachelors degree in related field and 12+ years program management experience managing large or multiple small/medium projects concurrently</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Manage multiple concurrent programs and conducted project reviews with project managers</li> <li>• Exhibit management skills through promotion to levels of higher responsibility (more staff, longer projects, greater complexity)</li> <li>• Successfully manage relationships with client senior management and executives to ensure issue resolution and provide recommendations for additional NetImpact IT services</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Program Manager, Level 5	<p>Serves as a Program Manager on a large NetImpact project or multiple medium to large size projects</p> <ul style="list-style-type: none"> <li>• Responsible for overall performance with minimal or no supervision from an Engagement Director</li> <li>• Provide Program Management for one large or multiple medium size projects and serve as the main client liaison to manage scope, performance, and customer expectations</li> <li>• Provide oversight to project managers or team leads on the development of project work plan</li> <li>• Manage or monitor project delivery and ensure project cost, schedule, and scope are adhering to the agreed upon work plan</li> <li>• Act as the first level of escalation for all delivery, performance, and contractual issues</li> <li>• Provide expertise on governance processes, program management, and performance metrics</li> <li>• Provide quality control over the work of the entire team.</li> </ul>	<p>Masters degree in related field and 10+ years program management experience managing large or multiple small/medium projects concurrently</p> <p>-Or-</p> <p>Bachelors degree in related field and 14+ years program management experience managing large or multiple small/medium projects concurrently</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Manage multiple concurrent programs and conducted project reviews with project managers</li> <li>• Exhibit management skills through promotion to levels of higher responsibility (more staff, longer projects, greater complexity)</li> <li>• Successfully manage relationships with client senior management and executives to ensure issue resolution and provide recommendations for additional NetImpact IT services</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Project Manager, Level 3	<p>Serves as a Project Manager on a NetImpact engagement</p> <ul style="list-style-type: none"> <li>• Lead a small size project and serves as the main client liaison to manage scope, performance, and customer expectations</li> <li>• Build project work plan that includes all aspects of delivering the NetImpact IT solution from project start to finish</li> <li>• Deliver on-time and on-budget against the agreed upon work plan.</li> <li>• Understand and advise on customer business processes that the NetImpact IT solution supports</li> <li>• Plan, structure, and facilitate group requirements sessions</li> <li>• Define governance processes and performance metrics</li> <li>• Provide quality control over the work of entire team</li> </ul>	<p>Masters degree in related field and 3+ years experience</p> <p style="text-align: center;">-Or-</p> <p>Bachelors degree in related field and 5+ years experience</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Serve as the project manager responsible for the overall execution of the project, managing project resource, schedule and cost, ensuring compliance to contractual agreement and quality requirement</li> <li>• Independently create and/or review project work plans</li> <li>• Oversee project teams to ensure administrative, and delivery occur as planned</li> <li>• Develop relationships with client management to facilitate project issue resolution</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Project Manager, Level 4	<p>Serves as a Project Manager on a NetImpact engagement. Duties include the following:</p> <ul style="list-style-type: none"> <li>• Lead a small to medium size project and serves as the main client liaison to manage scope, performance, and customer expectations</li> <li>• Build project work plan that includes all aspects of delivering the NetImpact IT solution from project start to finish</li> <li>• Deliver on-time and on-budget against the agreed upon work plan.</li> <li>• Understand and advise on customer business processes that the NetImpact IT solution supports</li> <li>• Plan, structure, and facilitate group requirements sessions</li> <li>• Define governance processes and performance metrics</li> <li>• Provide quality control over the work of entire team</li> </ul>	<p>Masters degree in related field and 4+ years project management and team lead experience managing small to medium size projects</p> <p>-Or-</p> <p>Bachelors degree in related field and 6+ years project management and team lead experience managing small to medium size projects</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Serve as the project manager responsible for the overall execution of the project, managing project resource, schedule and cost, ensuring compliance to contractual agreement and quality requirement</li> <li>• Independently create and/or review project work plans</li> <li>• Oversee project teams to ensure administrative, and delivery occur as planned</li> <li>• Develop relationships with client management to facilitate project issue resolution</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Project Manager, Level 5	<p>Serves as a Project Manager on a NetImpact engagement</p> <ul style="list-style-type: none"> <li>• Lead a medium to large size project and serves as the main client liaison to manage scope, performance, and customer expectations</li> <li>• Build project work plan that includes all aspects of delivering the NetImpact IT solution from project start to finish</li> <li>• Deliver on-time and on-budget against the agreed upon work plan.</li> <li>• Understand and advise on customer business processes that the NetImpact IT solution supports</li> <li>• Plan, structure, and facilitate group requirements sessions</li> <li>• Define governance processes and performance metrics</li> <li>• Provide quality control over the work of entire team</li> </ul>	<p>Masters degree in related field and 6+ years project management and team lead experience managing small to medium size projects</p> <p>-Or-</p> <p>Bachelors degree in related field and 8+ years project management and team lead experience managing small to medium size projects</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Serve as the project manager responsible for the overall execution of the project, managing project resource, schedule and cost, ensuring compliance to contractual agreement and quality requirement</li> <li>• Independently create and/or review project work plans</li> <li>• Oversee project teams to ensure administrative, and delivery occur as planned</li> <li>• Develop relationships with client management to facilitate project issue resolution</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
QA Analyst, Level 4	<p>Develops and executes software plans to identify software problems and their causes</p> <ul style="list-style-type: none"> <li>• Develop and implement procedures and test plans for assuring quality in a system development environment which supports large databases and applications.</li> <li>• Provide development of project Software Quality Assurance Plan and the implementation of procedures that conforms to the requirements of the contract.</li> <li>• Provide an independent assessment of how the project's software development process is being implemented relative to the defined process and recommends methods to optimize the organization's process.</li> <li>• Responsible for all activities involving quality assurance and compliance with applicable regulatory requirements.</li> <li>• Conduct audits and reviews/analyzes data and documentation.</li> </ul>	<p>Masters degree in related field and 3+ years experience -Or- Bachelors degree in related field and 5+ years experience</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Knowledge of the principles, practices and procedures of quality assurance testing and the ability to apply knowledge and skills to a range of professional assignments including the most difficult and complex</li> <li>• Design, write, test and document efficient testing solutions to meet customer needs</li> <li>• Strong written and verbal communication skills</li> <li>• Work with minimal supervision and demonstrate initiative and good judgment</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Software Architect, Level 1	<p>The Level 1 Software Architect is an IT technologist who is able, with assistance assess, design, develop, and implement IT solutions to solve customer’s business problems with oversight from a project manager. The type of duties includes the following.</p> <ul style="list-style-type: none"> <li>• Assist the Project Manager in planning and reviewing customer technical/architectural standards and advise the customer and the team on industry best practices</li> <li>• Assist with the design and development of IT technical solutions that adhere to best practices and industry standards</li> <li>• Provide some expertise in enterprise architecture (EA) framework and modeling techniques such as DoDAF, BEA, FEAF, FSAM etc.</li> </ul>	<p>Bachelor’s degree in related field and 4+ years of combined experience in modeling, designing, developing and managing large enterprise systems</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Successfully assists with creating IT solutions for multiple projects, applying knowledge and understanding of technical options</li> <li>• Attains necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>



Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Software Architect, Level 2	<p>The Level 2 Software Architect is an IT technologist who is able to independently assess, design, develop, and implement IT solutions to solve customer’s business problems with minimal oversight from a project manager. The type duties include</p> <ul style="list-style-type: none"> <li>• Assist the Project Manager in planning and reviewing customer technical/architectural standards and advise the customer and the team on industry best practices</li> <li>• Assist with the design and development of complex IT technical solutions that adhere to best practices and industry standards</li> <li>• Provide expertise in enterprise architecture (EA) framework and modeling techniques such as DoDAF, BEA, FEAF, FSAM etc.</li> </ul>	<p>Bachelor’s degree in related field and 6+ years of combined experience in modeling, designing, developing and managing large enterprise systems. Plus:</p> <ul style="list-style-type: none"> <li>• Successfully creates IT solutions for multiple projects, applying broad knowledge and understanding of technical options</li> <li>• Attained technical certification(s) to remain aligned with NetImpact’s strategy and direction</li> <li>• Attains necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Software Architect, Level 3	<p>The Level 3 Software Architect is an IT technologist who is able to independently assess, design, develop, and implement IT solutions to solve customer’s business problems with no oversight from a project manager. The type duties include the following:</p> <ul style="list-style-type: none"> <li>• Assist the Project Manager in planning and reviewing customer technical/architectural standards and advise the customer and the team on industry best practices</li> <li>• Lead the design and development of complex IT technical solutions that adhere to best practices and industry standards</li> <li>• Provide expertise in enterprise architecture (EA) framework and modeling techniques such as DoDAF, BEA, FEAF, FSAM etc.</li> <li>• Assess customer’s technical and business architecture and develop roadmaps to reach the desired end target state</li> </ul>	<p>Master’s degree in related field and 6+ years experience</p> <p>-Or-</p> <p>Bachelor’s degree in related field and 10+ years of combined experience in modeling, designing, developing and managing large enterprise systems</p> <p>Plus:</p> <ul style="list-style-type: none"> <li>• Successfully creates IT solutions for multiple projects, applying expert knowledge and understanding of technical options</li> <li>• Lead the development of architectural deliverables</li> <li>• Attains technical certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Software Developer/Programmer, Level 5	<p>Designs and develops software applications</p> <ul style="list-style-type: none"> <li>• Design, develop, enhance, debug, and implement software. Troubleshoot production problems related to software applications.</li> <li>• Research, test, build, and coordinate the conversion and/or integration of new products based on client requirements.</li> <li>• Design and develop new software products or major enhancements to existing software.</li> <li>• Address problems of systems integration, compatibility, and multiple platforms.</li> <li>• Consult with project teams and end users to identify application requirements.</li> <li>• Perform feasibility analysis on potential future projects to management.</li> <li>• Assist in the evaluation and recommendation of application software packages, application integration and testing tools.</li> <li>• Resolve problems with software and responds to suggestions for improvements and enhancements.</li> <li>• Act as team leader on projects.</li> <li>• Instruct, assign, direct, and check the work of other software developers on development team.</li> <li>• Participate in development of software user manuals.</li> </ul>	<p>Masters degree in related field and 6+ years experience in designing and developing software applications -Or- Bachelors degree in related field and 8+ years experience in designing and developing software applications</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Fluency in multiple programming languages</li> <li>• Knowledge of software development principles and best practices.</li> <li>• Strong analytical thinking and problem solving skills</li> <li>• Strong written and verbal communication skills</li> <li>• Work with minimal supervision and demonstrate initiative and good judgment</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
<p>Technical Consultant, Level 2</p>	<p>The Level 2 Technical Consultant assists the team in the physical implementation of technology solutions, which includes planning software implementation procedures, reviewing technical standards, developing and applying software, and development of custom interfaces. Duties include the following:</p> <ul style="list-style-type: none"> <li>• Serve as a liaison with client technical staff to support planning for the new solution</li> <li>• Design, develop, and implement software solutions that automate and/or integrate customer business processes and functions</li> <li>• Perform installation and detailed configuration of COTS applications</li> <li>• Carry-out testing and quality assurance (QA) processes</li> <li>• Coordinate production roll-out activities</li> <li>• Application support after roll-out</li> </ul>	<p>Bachelors degree in related field and 4+ years of experience in designing, developing, and managing software applications.</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Complete clearly defined project tasks with minimum supervision</li> <li>• Contribute significantly to the design, implementation, and testing of technical IT solutions</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Technical Consultant, Level 3	<p>The Level 3 Technical Consultant leads the requirement, design, development, and implementation of IT solutions in support of automation and integration of customer business processes. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Assist the Project Manager in planning and reviewing customer technical and architectural standards</li> <li>• Lead the development of Technical Concept of Operations documents, DITSCAP, C&amp;A or other required technical documentations</li> <li>• Assist client technical staff in setting up IT solutions and serve as the POC for issue resolution</li> <li>• Assist in facilitating group requirements sessions and work with individual stakeholders in gathering technical requirements</li> <li>• Design, develop, and implement COTS or custom software solutions that automate and/or integrate customer business processes and functions based on industry best practice</li> <li>• Provide quality oversight to the team</li> <li>• Develop acceptance test plans and QA processes and lead/execute acceptance test with customer stakeholders.</li> <li>• Ongoing application support post roll-out</li> </ul>	<p>Masters degree in related field with 2+ years experience in designing, developing, and managing large enterprise applications</p> <p>-Or-</p> <p>Bachelors degree in related field and 6+ years experience in designing, developing, and managing large enterprise applications</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Successfully creates IT technical solutions independently</li> <li>• Demonstrate technical proficiency in at least one of NetImpact’s targeted information technologies through performance and/or certification</li> <li>• Provides review and QA for the work of others on the team</li> <li>• Accepts ultimate responsibility for the overall IT solution to business problems presented on the project, and ensured the solutions were appropriately implemented</li> <li>• Attains necessary training or certification(s) to remain aligned with NetImpact’s strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Technical Subject Matter Expert, Level 3	<p>The Level 3 Technical Subject Matter Expert performs in highly specialized IT subject areas. Duties included the following.</p> <ul style="list-style-type: none"> <li>• Provides expert training, guidance and insight into specific technologies and methodologies and their application.</li> <li>• Independently plans and performs research, design assessment, development, integration and other assignments where a specific subject matter expertise is necessary.</li> <li>• Provide subject matter expertise in enterprise architecture (EA) framework and modeling techniques such as DoDAF, BEA, FEAF, FSAM etc.</li> </ul>	<p>Masters degree in related field with 5+ years experience in designing, developing, and managing large enterprise applications</p> <p style="text-align: center;">-Or-</p> <p>Bachelor’s degree and 8+ years of related technical experience in the IT field directly related to the required area of expertise.</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Successfully create IT solutions for multiple projects, applying broad knowledge and understanding of technical options</li> <li>• Demonstrate technical proficiency and expert knowledge related to the required area of expertise through industry recognition and/or actual performance</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Technical Subject Matter Expert, Level 4	<p>The Level 4 Technical Subject Matter Expert, Senior, performs in highly specialized IT subject areas. Duties included the following.</p> <ul style="list-style-type: none"> <li>• Provides expert training, guidance and insight into specific technologies and methodologies and their application.</li> <li>• Independently plans and performs research, design assessment, development, integration and other assignments where a specific subject matter expertise is necessary.</li> <li>• Provides subject matter expertise in enterprise architecture (EA) framework and modeling techniques such as DoDAF, BEA, FEAF, FSAM etc.</li> </ul>	<p>Masters degree in related field and 8+ years of related technical experience in the IT field directly related to the required area of expertise.</p> <p>-Or-</p> <p>Bachelor’s degree and 12+ years of related technical experience in the IT field directly related to the required area of expertise.</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Successfully create IT solutions for multiple projects, applying broad knowledge and understanding of technical options</li> <li>• Demonstrate superior technical proficiency and expert knowledge related to the required area of expertise through industry recognition and/or actual performance</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Technical Subject Matter Expert, Level 5	<p>Performs in highly specialized IT subject areas.</p> <ul style="list-style-type: none"> <li>• Provides expert training, guidance and insight into specific technologies and methodologies and their application.</li> <li>• Independently plans and performs research, design assessment, development, integration and other assignments where a specific subject matter expertise is necessary.</li> <li>• Provides subject matter expertise in enterprise architecture (EA) framework and modeling techniques such as DoDAF, BEA, FEF, FSAM etc.</li> </ul>	<p>Masters degree in related field and 12+ years of related technical experience in the IT field directly related to the required area of expertise</p> <p>-Or-</p> <p>Bachelors degree and 14+ years of related technical experience in the IT field directly related to the required area of expertise.</p> <p>Plus demonstrated ability to:</p> <ul style="list-style-type: none"> <li>• Successfully create IT solutions for multiple projects, applying broad knowledge and understanding of technical options</li> <li>• Demonstrate technical proficiency and expert knowledge related to the required area of expertise through industry recognition and/or actual performance</li> <li>• Attain necessary training or certification(s) to remain aligned with NetImpact’s IT strategy and direction</li> </ul>



Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Technical Writer	<p>The Technical Writer performs technical writing, editing or descriptive copy of manuals, contracts, and other related documents according to industry and government standards. Typical duties include the following:</p> <ul style="list-style-type: none"> <li>• Organizes project/schedule and manages progress and client expectations relative to the project plan.</li> <li>• Develops initial design and organization of deliverables.</li> <li>• Supports the team in research about product by interviewing subject matter experts, reviewing existing documentation and using the application.</li> <li>• Authors end-user documentation.</li> <li>• Edits documentation projects, including copy, pre-press and accuracy editing.</li> <li>• Follows through on documentation project to its completion, including client sign off, production and archiving.</li> </ul>	<p>Associates degree in English, Communications, or a related field and 3+ years work experience related to creating or editing technical documents.</p>

Title	Roles/Responsibilities	Educational Requirements and Demonstrated Competencies
Trainer, Level 2	Develops training/course material and trains personnel by conducting formal classroom courses, workshops, and seminars <ul style="list-style-type: none"> <li>• Prepare customized training material in a variety of formats based on needs of the organization</li> <li>• Develop lesson plans and curriculums as required</li> <li>• Understand the needs of the client and successfully link needs and solutions.</li> <li>• Understand client operations and translate to training requirements</li> <li>• Support Change Management processes and play pivotal support role for tool adoption</li> <li>• Create references and guides for end users as well as system administrators</li> </ul>	Masters degree in related field and 2+ years experience -Or- Bachelors degree in related field and 4+ years experience  Plus demonstrated ability to: <ul style="list-style-type: none"> <li>• Assess, design, and conceptualize training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies.</li> <li>• Identify the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement.</li> <li>• Develop and revise training courses. Prepare training catalogs and course materials.</li> <li>• Excellent presentation and communication skills in both written and oral form</li> <li>• Ability to work with minimal supervision and demonstrate initiative and good judgment</li> </ul>

***The following applies to all labor categories.***

*In some cases, the following can be considered in place of stated minimum education and experience requirements: unique education, specialized experience, skills, knowledge, training or certification; quality of experience; and national recognition. Related experience can be substituted for education. Education and experience requirements will be determined jointly by NetImpact Strategies and the customer, based on task requirements.*

### 3. FAS INFORMATION TECHNOLOGY SCHEDULE PRICELIST SIN 132-51

Labor Category	GSA Hourly Rate with IFF (on- and off-site)
Engagement Director	\$198.37
Functional Consultant (Level 1)	\$89.91
Functional Consultant (Level 2)	\$103.36
Functional Subject Matter Expert (Level 1)	\$134.41
Functional Subject Matter Expert (Level 3)	\$190.03
Functional Subject Matter Expert (Level 5)	\$247.96
Network Specialist (Level 2)	\$139.04
Program Manager (Level 1)	\$120.50
Program Manager (Level 4)	\$188.63
Program Manager (Level 5)	\$203.93
Project Manager (Level 3)	\$134.41
Project Manager (Level 4)	\$168.71
Project Manager (Level 5)	\$196.51
QA Analyst (Level 4)	\$115.87
Software Architect (Level 1)	\$129.31
Software Architect (Level 2)	\$148.78
Software Architect (Level 3)	\$173.80
Software Developer/Programmer (Level 5)	\$157.58
Technical Consultant (Level 2)	\$124.21
Technical Consultant (Level 3)	\$148.31
Technical Subject Matter Expert (Level 3)	\$151.09
Technical Subject Matter Expert (Level 4)	\$185.39
Technical Subject Matter Expert (Level 5)	\$241.01
Technical Writer	\$49.59
Trainer (Level 2)	\$83.43

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

##### **PREAMBLE**

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

##### **COMMITMENT**

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact

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President  
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Chantilly, VA 20152-4381  
571-216-8303  
[kkalatur@netimpactstrategies.com](mailto:kkalatur@netimpactstrategies.com)

## 5. SUGGESTED FORMAT FOR BLANKET PURCHASE AGREEMENTS (BPAs)

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

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

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

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

Signatures

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AGENCY	DATE	CONTRACTOR	DATE
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BPA NUMBER \_\_\_\_\_

**(CUSTOMER NAME)**  
**SUGGESTED FORMAT FOR BLANKET PURCHASE AGREEMENT**

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

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

<b>MODEL NUMBER/PART NUMBER</b>	<b>*SPECIAL BPA DISCOUNT/PRICE</b>
_____	_____
_____	_____

- (2) Delivery:

<b>DESTINATION</b>	<b>DELIVERY SCHEDULE/DATES</b>
_____	_____
_____	_____

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

- (4) This BPA does not obligate any funds.

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

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

<b>OFFICE</b>	<b>POINT OF CONTACT</b>
_____	_____
_____	_____

- (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.

## **6. CONTRACTOR TEAM ARRANGEMENTS**

### **BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”**

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

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

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

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