

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

SIN 132-8 PURCHASE OF EQUIPMENT

FSC CLASS 7025 - INPUT/OUTPUT AND STORAGE DEVICES
FSC CLASS 7035 - ADP SUPPORT EQUIPMENT

NOTE: Installation must be incidental to, in conjunction with and in direct support of the products sold under SIN 132-8 of this contract and cannot be purchased separately. If the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply. In applying the Davis-Bacon Act, ordering activities are required to incorporate wage rate determinations into orders, as applicable.

SIN 132-12 - MAINTENANCE OF EQUIPMENT, REPAIR SERVICE, AND REPAIR PARTS/SPARE PARTS (FPDS Code J070 - Maintenance and Repair Service) (Repair Parts/Spare Parts - See FSC Class for basic equipment)

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

Nsync Services, Inc.
850 Greenview Drive
Grand Prairie, TX 75050
Phone: (972) 641-7426 Fax: (972) 641-8093
Email: gw@nsyncservices.com Internet: www.nsyncservices.com

Contract Number: GS-35F-0517P
****will be furnished at time of award****

Period Covered by Contract: May 11, 2004 thru May 10, 2014
****will be furnished at time of award****

General Services Administration
Federal Acquisition Service

Pricelist current through Modification #_____, dated _____.

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

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

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

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT:

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:

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

**Nsync Services, Inc.
850 Greenview Drive
Grand Prairie, TX 75050**

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:
(972) 641-7426

****When there are Authorized Dealers participating under the Contract, insert the following sentence.****

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.

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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: **03-807-692**

Block 30: Type of Contractor - **- A. Small Disadvantaged Business**

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business -**No**

Block 36: Contractor's Taxpayer Identification Number (TIN): **76-0627178**

4a. CAGE Code: **3HNB0** (CAGE Codes are assigned by the Defense Logistics Agency.)

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 NUMBER

DELIVERY TIME (Days ARO)

30 Days

132-51

As agreed upon between the contractor and the 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: 2 % - 10 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity
- c. Dollar Volume
- d. Government Educational Institutions
- e. Other

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

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

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

None

10. Small Requirements:

The minimum dollar value of orders to be issued is \$ 100.

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

a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 132-51 - Information Technology (IT) Professional Services

12. ORDERING PROCEEDURES 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-FAS-370) (NOV 2001)

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

- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. 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 C.1.)

16. GSA ADVANTAGE!

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

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- (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.FAS.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

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

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

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

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

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

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

19. OVERSEAS ACTIVITIES

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

NONE

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

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.

23. SECTION 508 COMPLIANCE.

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

www.nsyncservices.com

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

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

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

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an

endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (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)

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

1. SCOPE

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

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

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

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

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

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

6. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT/EC SERVICES AND PRICING

****NOTE TO CONTRACTORS:** The information provided below is designed to assist Contractors in providing complete descriptions and pricing information for the IT Services offered. This language should NOT be printed as part of the Information Technology Schedule Pricelist; instead, Contractors should provide the same type of information as it relates to the IT Services offered under the contract.**

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

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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 Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

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, structure and management practices.

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

Minimum Education: Bachelor's Degree in Computer Science

Title Program Director:

Minimum/General Experience: Fifteen (15) years of experience performing non routine functional activities by providing management and technical director to project personnel. Exercises independent judgment, as well as a high level of analytical skill, in solving non routine technical, administrative, and managerial problems. Responsible for all aspects of program performance and assists in the overall direction to all program level activities and personnel.

Ability to provide continuous interfacing with the customer, knowledge in contract administration; knowledge and demonstrated skills in personnel management

Functional Responsibility: Manage and administrate the daily activities for contract(s). Interface with customer(s) to prioritize contract support functions and assure accomplishment of functions expeditiously, efficiently, and completely. Delegate/assign responsibility to contract employees and oversight and direction of assigned task efforts through completion.

Minimum Education: Bachelor Degree in Computer Science or Engineering/IT related area + 10 Years experience in Program Management or related technical area or Masters Degree in an Engineering/IT related area + 5 years of experience on Program Management or related technical area.

Title: Program Manager

Minimum/General Experience: Twelve (12) years of experience performing non routine functional activities by providing management and technical director to project personnel. Exercises independent judgment, as well as a high level of analytical skill, in solving non routine technical, administrative, and managerial problems. Responsible for all aspects of project performance and assists in the overall direction to all project level activities and personnel.

Ability to provide continuous interfacing with the customer, knowledge in contract administration; knowledge and demonstrated skills in personnel management

Functional Responsibility: Manage and administrate the daily activities for contract(s). Interface with customer(s) to prioritize contract support functions and assure accomplishment of functions expeditiously, efficiently, and completely. Delegate/assign responsibility to contract employees and oversight and direction of assigned task efforts through completion.

Minimum Education: Bachelor Degree in Computer Science or Engineering/IT related area + 5 Years experience in Program Management or related technical area or Masters Degree in an Engineering/IT related area + 3 years of experience on Program Management or related technical area.

Title: Project Manager

Minimum/General Experience: Ten (10) years of experience performing non routine functional activities by providing management and technical director to project personnel. Exercises independent judgment, as well as a high level of analytical skill, in solving non routine technical, administrative, and managerial problems. Responsible for all aspects of project performance and assists in the overall direction to all project level activities and personnel.

Functional Responsibility: Responsible for all aspects of the development and implementation of assigned 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. 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 deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.

Minimum Education: Bachelor's Degree in Computer Science, Information Systems, or other related scientific or technical discipline of equivalent experience.

Title: Project Coordinator

Minimum General Experience: Eight (8) years of experience performing non routine functional activities by providing management and technical director to project personnel. Provide Project coordination with materials, travel and labor.

Functional Responsibility: Responsible for aspects of project coordination between Project Management and Project Supervisor. Develop project schedules using, Microsoft Project, that clearly defines the tasks and the responsible parties, development of checklists, sign-off sheets, Quality Control Documents, Safety Documents, ensures that the Labor force is prepared for the effort and coordinates all aspects of the effort between the company and the end users.

Minimum Education/experience: Bachelor's Degree in Computer Science, Information Systems, or other related scientific or technical discipline of equivalent experience or ten (10) years of experience in the Project Coordination technical field. Proficient in the use of computers, Microsoft software (Word, Excel, Project, etc) and a good knowledge of what is needed in the overall project coordination of all tasks associated with an IT effort.

Title: Electronic Engineer – Senior

Minimum General Experience: Six (6) or more years related experience. Under minimum supervision, provides technical support to internal and external customers, interfaces directly with product development and develops and refines new engineering techniques to enhance quality and productivity of electronic, telecommunications, and/or computer systems.

Establishes performance and technical standards. Generates and approves project and testing specifications. Performs complex engineer analysis and design tasks and prepares specifications and designs as well as implements solutions.

Functional Responsibility: Interfaces directly with the customer base or with regional company representative who, in turn interfaces with the customer. Performs technical tasks in support of installation and maintenance of many company products and systems. Assignments include determining input/output processes and working parameters for hardware/software compatibility. May be assigned as a technical leader providing day-to-day technical direction to a group of professionals performing support activities in the incumbent's field of expertise. Participates

and leads the development of specialized standard practices procedures utilized in customer support.

Minimum Education/experience: Bachelor's degree, or equivalent, in Electrical Engineering, Electrical Engineering Technology, or similar technical discipline related, with six (6) or more years related experience or 12 or more years in the engineering field.

Title: Electronics Engineer

Minimum General Experience: Six (6) or more years related experience. Under minimum supervision, provides technical support to internal and external customers, interfaces directly with product development and develops and refines new engineering techniques to enhance quality and productivity of electronic, telecommunications, and/or computer systems.

Establishes performance and technical standards. Generates and approves project and testing specifications. Performs complex engineer analysis and design tasks and prepares specifications and designs as well as implements solutions.

Functional Responsibility: Interfaces directly with the customer base or with regional company representative who, in turn interfaces with the customer. Performs technical tasks in support of installation and maintenance of many company products and systems. Assignments include determining input/output processes and working parameters for hardware/software compatibility. May be assigned as a technical leader providing day-to-day technical direction to a group of professionals performing support activities in the incumbent's field of expertise. Participates and leads the development of specialized standard practices procedures utilized in customer support.

Minimum Education/experience: Bachelor's degree, or equivalent, in Electrical Engineering, Electrical Engineering Technology, or similar technical discipline related, with six (6) or more years related experience or 12 or more years in the engineering field.

Title: Software Engineer – Senior

Minimum General Experience: Six (6) or more years related experience. Under minimum supervision, analyzes designs, develops, and maintains software applications and management information systems used in such areas as Engineering, Finance, Accounting, Human Resources, Manufacturing or customer support organizations. Establishes performance and technical standards. Generates and approves project and testing specifications. Performs complex engineer analysis and design tasks and prepares specifications and designs as well as implements solutions.

Functional Responsibility: Works as project leader in own department and other areas of the company. On occasion, may interact with personnel outside company. Regularly interacts with employees and management in own department and other areas of the company.

Minimum Education/experience: Bachelor's degree, or equivalent, in Computer Science or Management Information Systems, or similar technical discipline related, with six (6) or more years related experience or 12 or more years in the software development area.

Title: Software Engineer

Minimum General Experience: Three (3) or more years related experience. Under minimum supervision, analyzes, designs, develops, and maintains software applications and management information systems used in such areas as Engineering, Finance, Accounting, Human Resources, Manufacturing or customer support organizations. Establishes performance and technical standards. Generates and approves project and testing specifications. Performs complex

engineer analysis and design tasks and prepares specifications and designs as well as implements solutions.

Functional Responsibility: Works as project leader in own department and other areas of the company. Works as Project leader or Head Programmer, reviewing software programs for soundness of technical judgment, timeliness, adequacy, and accuracy. On occasion, may interact with personnel outside company. Regularly interacts with employees and management in own department and other areas of the company.

Minimum Education/experience: Bachelor's degree, or equivalent, in Computer Science or Management Information Systems, or similar technical discipline related, with three (3) or more years related experience or 5 or more years in the software development area.

Title: System Analyst – Senior

Minimum General Experience: Ten (10) or more years related experience. Under minimum supervision, analyzes, designs, develops, and maintains software applications and management information systems used in such areas as Engineering, Finance, Accounting, Human Resources, Manufacturing or customer support organizations. Manufacturing or customer support organizations. Assignments are of moderate complexity and require the use of independent judgment within the company guidelines, and the application of programming principles, concepts and techniques.

Functional Responsibility: Regularly interacts with employees and management in own department and other areas of the company. On occasion, may interact with personnel outside the company.

Minimum Education/experience: Bachelor's degree, or equivalent, in Computer Science or Management Information Systems, or similar technical discipline related, with ten (10) or more years related experience or 5 or more years in the software development area.

Title: System Analyst

Minimum General Experience: Five (5) or more years related experience. Under minimum supervision, analyzes, designs, develops, and maintains software applications and management information systems used in such areas as Engineering, Finance, Accounting, Human Resources, Manufacturing or customer support organizations. Manufacturing or customer support organizations. Assignments are of moderate complexity and require the use of independent judgment within the company guidelines, and the application of programming principles, concepts and techniques.

Functional Responsibility: Regularly interacts with employees and management in own department and other areas of the company. On occasion, may interact with personnel outside the company.

Minimum Education/experience: Bachelor's degree, or equivalent, in Computer Science or Management Information Systems, or similar technical discipline related, with Five (5) or more years related experience or 5 or more years in the software development area.

Title: Systems Engineer – Senior

Minimum General Experience: Eight (8) or more years related experience. Performs tasks at a high level in the area of system integration or project management, represents the Company in response to customer reported problems. Provides technical support to internal and external customers, interfaces directly with product development and provides solutions to reported problems and answers to questions. Interfaces directly with the customer base or with regional

company representative who, in turn interfaces with the customer. Communications are performed via the telephone, for most part, but also in writing.

Functional Responsibility: Assignments require finding solutions for problems and adaptation of alternatives. May be assigned projects, which require finding solutions for problems and adaptation of alternatives. May be assigned projects, which require the application of standard practices and techniques.

Minimum Education/experience: Bachelor's degree, or equivalent, in Computer Science or Engineering, or similar technical discipline related, with Eight (8) or more years related experience or 5 or more years in the software development area.

Title: Systems Engineer

Minimum General Experience: Five (5) or more years related experience. Performs tasks at a high level in the area of system integration or project management, represents the Company in response to customer reported problems. Provides technical support to internal and external customers, interfaces directly with product development and provides solutions to reported problems and answers to questions. Interfaces directly with the customer base or with regional company representative who, in turn interfaces with the customer. Communications are performed via the telephone, for most part, but also in writing.

Functional Responsibility: Assignments require finding solutions for problems and adaptation of alternatives. May be assigned projects, which require finding solutions for problems and adaptation of alternatives. May be assigned projects, which require the application of standard practices and techniques.

Minimum Education/experience: Bachelor's degree, or equivalent, in Computer Science or Engineering, or similar technical discipline related, with five (5) or more years related experience or 5 or more years in the software development area.

Title: System Administrator – Senior

Minimum General Experience: Under minimum supervision, represents the Company in response to customer reported problems and to situations presented that require diverse and expert knowledge of product. Provides technical support to internal and external customers, interfaces directly with product development and provides solutions to reported problems and to situations presented. Performs technical tasks in support of installation, maintenance and use of Company products.

Functional Responsibility: Assignments may include determining and/or developing software compatibility. Must be capable of relating all Company products to a particular discipline and giving direction and guidance during the development and implementation of Company products. May participate in technical workshops, training and conduct technical presentations for customers. Assignments are but may be performed at customer, as required. Participates in consulting functions and services. Provides technical guidance and direction to lower professionals. May perform product certification assignments.

Minimum Education/experience: Bachelor's degree, or equivalent, in Computer Science or Engineering, or similar technical discipline related, with eight (8) or more years related experience or 5 or more years in the software development area.

Title: System Administrator

Minimum General Experience: Under minimum supervision, represents the Company in response to customer reported problems and to situations presented that require diverse and expert knowledge of product. Provides technical support to internal and external customers,

interfaces directly with product development and provides solutions to reported problems and to situations presented. Performs technical tasks in support of installation, maintenance and use of Company products.

Functional Responsibility: Assignments may include determining and/or developing software compatibility. Must be capable of relating all Company products to a particular discipline and giving direction and guidance during the development and implementation of Company products. May participate in technical workshops, training and conduct technical presentations for customers. Assignments are but may be performed at customer, as required. Participates in consulting functions and services. Provides technical guidance and direction to lower professionals. May perform product certification assignments.

Minimum Education/experience: Bachelor's degree, or equivalent, in Computer Science or Engineering, or similar technical discipline related, with five (5) or more years related experience or 5 or more years in the software development area.

Title: Network Planner

Minimum/General Experience: 8 (8) years of progressive experience in the design of telecommunications networks.

Functional Responsibility: Long-term strategic planning to ensure network capacity meets current and future network requirements including planning for remote hardware and communications facilities: development and implementation of methodologies for system analysis, installation and support. Defines and develops methodology to ensure compatibility of all software and hardware products at each facility. Provides ongoing coordination in the analysis, acquisition and installation of remote hardware and software. May supervise Network Planning Analysts

Minimum Education: Bachelor's Degree in Computer Science, Engineering, or Information Systems, or four (4) years of specialized network planning experience in lieu of degree, along with Network Certification.

Title: Network Engineer – Senior

Minimum/General Experience: Four (4) years of direct experience as a LAN/WAN engineer or administrator.

Functional Responsibility: Perform daily activities associated with supporting network servers. Load and configure network applications and network software as requested. Monitors and responds to complex technical control facility hardware and software problems utilizing a variety of hardware and software testing tools and techniques. Provides primary interface with vendor support service groups or provides internal analysis and support to ensure proper escalation during outage or periods of degraded system performance. May provide LAN server support. Possesses extensive knowledge of PC/LAN communications hardware/software in a multi-protocol environment, and network management software. Advise and instruct on TCP/IP protocol support through resolution of problems and providing technical knowledge to other team members. May function as lead on a project, providing guidance and training for less experienced technicians.

Minimum Education: Bachelors Degree in Computer Science, Business Computer Systems, or other computer-related discipline. Technical network certification required.

Title: Network Engineer – Intermediate

Minimum/General Experience: Three (3) years of direct experience as a network engineer.

Functional Responsibility: Perform daily activities associated with supporting network servers. Load and configure network applications and network software as requested. Properly configure application software; create directories, establish permissions, modify directory rights, modify user login procedures including special permission. Add new users to the network. Assist with defining account parameters including expiration dates, number of concurrent connections, passwords, group designations, station restrictions, time restrictions, file assignments and disk space restrictions. Assist with provision of TCP/IP protocol support through resolution of problems and providing technical knowledge to other team members.

Minimum Education: Bachelors Degree in Computer Science, Business Computer Systems, or other computer-related discipline. Technical network certification required.

Title: Network Engineer – Associate

Minimum/General Experience: Six (6) Months of providing network maintenance, administration, or similar support in a contemporary LAN/WAN facility.

Functional Responsibility: Perform daily activities associated with supporting network servers. Load and configure network applications and network software as requested. Properly configure application software; create directories, establish permissions, modify directory rights, modify user login procedures including special permission. Add new users to the network. Under direction, establish account parameters including expiration dates, number of concurrent connections, passwords, group designation, station restrictions, time restrictions, file assignments and disk space restriction. Under direction, provide TCP/IP protocol support through resolution of problems and providing technical knowledge to other team members.

Minimum Education: Associates Degree in Computer Science, Business Computer Systems, or other computer-related discipline. Technical network certification required.

Title: LAN/WAN Integrator

Minimum/General Experience: Five (5) years experience in telecommunications, with a strong emphasis in network design, traffic engineering, and software/equipment vendors.

Functional Responsibility: Responsible for all the overall integration of the enterprise-wide network including the planning, design, installation, maintenance, management, and coordination of the corporate LAN/WAN (may include local, metropolitan, and wide area networks). Has responsibility for technical architecture and recommendations related to LAN/WAN. Is typically a top level technical contributor with advanced knowledge and experience in the area of local and wide area networking, communications, and related hardware/software. Maintains high level of technical expertise and studies vendor products to determine those which best meet company needs. Presents information to management which may result in the purchase and installation of hardware, software and telecommunication equipment. Recommends network security procedures and policies. Knowledgeable in a multi-platform operating environment. May work with Voice and/or Data Communications Analysts.

Minimum Education: BS Degree in business computer systems, Computer Science or related area or five (5) or more year's related experience with references.

Title: Communications Analyst – Senior

Minimum/General Experience: Five (5) years experience in telecommunications, with a strong emphasis in network design, traffic engineering, and software/equipment vendors and carriers.

Functional Responsibility: Under general direction, assists in the planning, design, and implementation of communications networks. Responsible primarily for the assessment and optimization of network design through review and assessment of user needs, conducts

feasibility studies for large projects, develops requests for proposals, evaluates vendor products and makes recommendations on selection. May function as a Lead position providing guidance and training to less experienced analysts.

Minimum Education: BS Degree in business computer systems, Computer Science or related area or ten (10) or more year's related experience with references.

Title: Network Installation Technician – Lead

Minimum/General Experience: Five (5) years experience of which at least three (3) years must be specialized. Specialized experience includes: supervision of installation technicians; analysis, design, and installation of local and wide area nets; analysis and installation of communications systems. Familiar with engineering documentation, network configurations and topologies, X.25, TCP/IP, Frame Relay, Bridges, and Routers. General experience includes increasing responsibilities in technical management.

Functional Responsibility: Organizes and directs network installation on site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Directs and leads preparation of engineering plans and site installation technical design packages. Develops installation schedules. Mobilizes network installation team. Directs and leads preparation of drawings documenting, configuration changes at each site. Prepares site installation and test reports. Coordinates post installation operations and maintenance support.

Minimum Education: BS Degree in Computer Science, or other IT discipline: four (4) years of which at least two (2) years must be specialized experience is required. Associates Degree in an IT-related discipline: Five (5) years of which at least three (3) years must be specialized experienced is required.

Title: Network Installation Technician – Senior

Minimum/General Experience: Four (4) years experience of which at least three (3) years must be specialized. Specialized experience includes: supervision of installation technicians; analysis, design, and installation of local and wide area nets; analysis and installation of communications systems. Familiar with engineering documentation, network configurations and topologies, X.25, TCP/IP, Frame Relay, Bridges, and Routers. General experience includes increasing responsibilities in technical management.

Functional Responsibility: Organizes and directs network installation on site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Directs and leads preparation of engineering plans and site installation technical design packages. Develops installation schedules. Mobilizes network installation team. Directs and leads preparation of drawings documenting, configuration changes at each site. Prepares site installation and test reports. Coordinates post installation operations and maintenance support.

Minimum Education: BS Degree in Computer Science, or other IT discipline: Two (2) years of which at least two (2) years must be specialized experience is required.

Associates Degree in an IT-related discipline: Three (3) years of which at least two (2) years must be specialized experienced is required.

High School Diploma: Four (4) years experience of which at least three (3) years must be specialized experience is required.

Title: Wiring & Cable Infrastructure Technician – Senior

Minimum/General Experience: Five (5) years experience in the installation, monitoring and repair of computer cabling and wiring. Experienced with a variety of cable types, connectors, and uses. Working knowledge of network communications hardware.

Functional Responsibility: Plans, monitors, and tests the installation of cable. Test all newly installed cable to ensure proper functioning. Maintains current, accurate diagrams of the network cable plant. Troubleshoot cable problems. Makes custom patch cables to replace unusable cable and for special requirements. Maintains compliance with all applicable building and fire code requirements.

Minimum Education: High School Diploma or GED, plus technical-school training electronics or a related field. RCDD and BICSI certification a plus

Title: Wiring & Cable Installation Technician

Minimum/General Experience: Three (3) years experience in the installation, monitoring and repair of computer cabling and wiring. Experienced with a variety of cable types, connectors, and uses. Working knowledge of network communications hardware.

Functional Responsibility: Plans, monitors, and tests the installation of cable. Test all newly installed cable to ensure proper functioning. Maintains current, accurate diagrams of the network cable plant. Troubleshoot cable problems. Makes custom patch cables to replace unusable cable and for special requirements. Maintains compliance with all applicable building and fire code requirements.

Minimum Education: High School Diploma or GED, plus technical-school training electronics or a related field. BICSI certification a plus

Title: Information Systems Training Specialist – Senior

Minimum/General Experience: Four (4) years teaching experience, of which at least three (3) years must be specialized. Specialized experience includes: experience in developing and providing technical and end-user training on computer hardware and application software. Demonstrated ability to communicate orally and in writing. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Administers, organizes, and conducts training and educational programs in specialized applications of personal computer/minicomputer systems. Monitors employee progress and program effectiveness. Assesses training needs and requirements.

Recommends outside training as required. May design and develop in-house programs.

Competent to work the highest level of all phases of information systems training.

Minimum Education: A Bachelors degree or certificate in a Computer Science –related field, or Education may be substituted for two (2) years of experience.

Title: Telecommunications Engineer – Senior

Minimum/General Experience: Five (5) years of experience designing, implementing and testing contemporary telecommunications systems.

Functional Responsibility: Researches, tests, evaluates, and recommends data communications hardware and software. Identifies areas of operation which need upgrade, such as modems, fiber optic cables, and telephone wires. Conducts survey to determine user needs. Reads technical manuals and brochures to identify equipment which best meets user-needs. Tests and evaluates hardware and software to determine efficiency, reliability, and compatibility with existing system, using equipment such as compute terminal modem. Analyzes test data and recommends hardware or software for purchase. Develops and writes procedures for installation, use, and problem solving. Monitors system performance. Trains users in the use of systems. Assists

users in identification and solution of data communications problems. May assist users in developing technical specifications to send to vendors for bids. May oversee or assist in installation of communications hardware. May perform minor equipment repairs.

Minimum Education: A Bachelors degree in Computer Science, or other related field, or technical certificate from accredited two (2) year IT program.

Title: Telecommunications Systems Technician

Minimum/General Experience: Two (2) years experience in maintaining premise equipment (transmission equipment, ancillary equipment, auxiliary equipment, customer premise equipment), inside plant cable and outside plant cable and equipment installation, operation, and maintenance of the equipment.

Functional Responsibility: Maintain all aspects of telephone system including but not limited to, wire and cable facilities and equipment, the telephone system and all peripheral equipment.

Duties Include:

- Survey and inspects existing wire and cable equipment
- Responsible for troubleshooting, configuration and repair of voice/data communications equipment
- Maintain facility records of cable equipment
- Design and modify wire and cable conditions
- Modify record as required to reflect existing conditions
- Install line sets and associated wire and cable
- Install key systems and associated wire and cable
- Install building wire and cable
- Analyze, through diagnosis, problem areas in the telephone system and takes appropriate action to eliminate problems
- Other duties as assigned

Minimum Education: Associates Degree in Technical field or High School Diploma with a minimum of three (3) years of experience in premise equipment, inside/outside plant, equipment, installation and maintenance. Experience in copper wire cable and Fiber Optic cable installation, testing, repair and maintenance. OEM Certifications a plus

Title: Technical Writer

Minimum/General Experience: Two (2) Years of college with two (2) years of related experience in technical writing duties or 6 years of related experience performing technical writing duties. Must be proficient with automated work processor applications like MicroSoft Word, Word Perfect, etc.

Functional Responsibility: Under general supervision should help create documentation that is complete, accurate, and accessible to the user in style and presentation. Should gather all available technical or contractual information and convey it accurately and in an effective manner as defined by the Sr. Technical Writer for each project or contract.

Minimum Education: Associates Degree in Technical field or High School Diploma with a minimum of three (3) years of experience in technical writing and documentation development. Must be proficient in use of Computer, word processor applications.

Title: Administrative Analyst

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Minimum/General Experience: Five (5) years experience in related field. Ability to work in a team, prioritize, organize, gather complex data from numerous sources, analyze and synthesize data, decide upon appropriate actions, manage details, follow-through, work under severe time constraints, meet deadlines, and use a personal computer (Windows NT, Excel, Word, etc) and various software. Strong Professional-level written, verbal and interpersonal communications skills.

Functional Responsibility: Formulate scope of services for consultants/contractors per proposals for all areas of requirement and Scope of Work documents, and other consultant contracts and agreements, including recording and distribution of said documents. Review, record, and verify consultant/contractor invoices, including all change orders and amendments, for accuracy, contractual terms, and project funds available prior to obtaining appropriate approval levels for payment. Provide general support to project team to meet logistics, project coordination, proposal/contract, and construction office management, including budget and expenditures for office supplies and equipment.

Minimum Education: Associates Degree in Business Administration or Five (5) years of experience in relate field and demonstrated proficiency in Computer Hardware and Software usage (MicroSoft Word, Excel, etc)

Title: Instructor

Minimum/General Experience: Two (2) years of technical training experience or six (6) or more years with related technical training and education experience. Course development, training delivery, and evaluation, demonstrated computer software and hardware competence, and strong presentation skills preferred.

Functional Responsibility: Under minimum supervision, designs, develops and evaluates curriculum and individual training course, workshops and specialized training programs for customers in the use of individual or integrated Company software or third party products. An understanding of training products and services such as curriculum, course guides, lab exercises, transparencies, computer assisted instruction programs as well as needs assessment and development process for junior level instructors. Frequently consults with the customer during the development of customer specific training programs, coordination of large training proposals, and evaluation of training delivery systems. An understanding of the customer's operating environment or industry, the ability to communicate technical information through the most effective media, and a high level of understanding of integrated hardware and software systems is necessary. Must be capable of relating the company's products to a particular industry or workflow and giving training direction and guidance to customers during the definition and implementation phases of projects.

Minimum Education: Bachelors' Degree in Computer Science with two (2) years technical experience or six (6) or more years with related technical training and education experience.

Title: Wireless System Engineer – Senior

Minimum/General Experience: Six (6) years of related experience in the design, development, installation and integration of wireless systems.

Functional Responsibility: Under minimum supervision designs, develops and evaluates wireless system requirements and assists the users in the design, installation and integration of wireless systems to fill the requirements. This includes the access points, receivers, transmitters, frequency response, and software for designing, implementing and testing the required systems.

Minimum Education: Bachelors Degree in Computer Science or related technical field with six (6) years of experience in the design, implementation, testing and certification of wireless systems. OEM (Cisco, Bridge wave, etc) certification and training as required.

Title: Wireless System Technician – Senior

Minimum/General Experience: Four (4) years of related experience in the design, development, installation and integration of wireless systems

Functional Responsibility: Under minimum supervision designs, develops and evaluates wireless system requirements and assists the users in the design, installation and integration of wireless systems to fill the requirements. This includes the access points, receivers, transmitters, frequency response, and software for designing, implementing and testing the required systems. Installation includes the tower and hardware structure necessary to implement the user's needs and requirements.

Minimum Education: Associates Degree in Computer Science or related technical field with Four (4) years of experience in the design, implementation, testing and certification of wireless systems. OEM (Cisco, Bridge wave, etc) certification and training as required.

Title: PLC System Engineer – Senior

Minimum/General Experience: Six (6) years of related experience in the design, development, installation, and integration of the Power Line Logic Systems (Network connection over existing power lines).

Functional Responsibility: Under minimum supervision design, develop, and evaluates Power Line Logic Systems (PLC) specifications and requirements. Assist the users in the development of the Specifications and requirements for the PLC systems. Assist the PLC technicians in the installation, integration and testing of the PLC systems as well as manage the configuration of the master controllers and system hardware and software. Develop the required before and after drawings to depict the current configuration of the system.

Minimum Education: Bachelors Degree in Engineering, Computer Science or other technical related field with a minimum of six (6) years experience in the technical field or a total of eight (8) years specialized experience in the PLC field. OEM certification and training (Telkonet, etc) a plus

Title: PLC System Technician – Senior

Minimum/General Experience: Six (6) years of related experience in the design, development, installation, and integration of the Power Line Logic Systems (Network connection over existing power lines).

Functional Responsibility: Under minimum supervision design, develop, and evaluates Power Line Logic Systems (PLC) specifications and requirements. Assist the users in the development of the Specifications and requirements for the PLC systems. Perform the installation, integration and testing of the PLC systems at customers sites. Develop the required before and after drawings to depict the current configuration of the system.

Minimum Education: Associates Degree in Engineering, Computer Science or other technical related field with a minimum of four (4) years experience in the technical field or a total of six (6) years specialized experience in the PLC field. OEM certification and training (Telkonet, etc) a plus

Title: Audio/Visual System Engineer – Senior

Minimum/General Experience: Eight (8) years of related experience in the design, development, installation and integration and maintenance of Audio/Visual Systems, both at the customers sites and internal.

Functional Responsibility: Under minimum supervision design, develop, and evaluates Audio/Visual specifications and requirements. Assist the users in the development of the Specifications and requirements for the Audio/Visual systems. Perform the installation, integration, testing, and maintenance of the Audio/Visual systems at customers sites and internal. Assist the end users in the configuration and management of the Audio/Visual systems. Develop the required before and after drawings to depict the current configuration of the system.

Minimum Education: Bachelors Degree in Engineering, Computer Science or other technical related field with a minimum of six (6) years experience in the technical field or a total of eight (8) years specialized experience in the Audio/Video field. OEM certification and training a plus

Title: Audio Visual System Installer – Senior

Minimum/General Experience: Six (6) years of related experience in the design, development, installation and integration and maintenance of Audio/Visual Systems, both at the customers sites and internal.

Functional Responsibility: Under minimum supervision design, develop, and evaluates Audio/Visual specifications and requirements. Assist the users in the development of the Specifications and requirements for the Audio/Visual systems. Perform the installation, integration, testing, and maintenance of the Audio/Visual systems at customers sites and internal. Develop the required before and after drawings to depict the current configuration of the system.

Minimum Education: Associates Degree in Engineering, Computer Science or other technical related field with a minimum of six (6) years experience in the technical field or a total of eight (8) years specialized experience in the Audio/Video field. OEM certification and training a plus

Title: Draftsman/Auto Cad Specialist

Minimum/General Experience: Six (6) years of related experience in the design and development of Auto Cad drawings and documentation. Proficient in the use of the latest Auto Cad software, Bently Micro-station, and 3-D Design Auto Cad software tools. Proficient in the use of Computers and Microsoft software to include Word, Excel, Project and latest design tools (pro/Engineer, solid works, turbo Cad, etc) for engineering, manufacturing and cabling documentation.

Functional Responsibility: Under minimum supervision develop the required Auto Cad drawings in the latest Auto Cad software, Bently Micro-Station and latest tool sets that are available for developing drawings and documentation.

Minimum Education: Bachelors Degree in Graphic Arts with a minimum of three (3) years of related experience; Associates Degree in Graphic Arts with a minimum of five (5) years of related experience in the technical field or a minimum of eight (8) years of technical experience and a proficiency in the latest Auto Cad and tool sets available.

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

PREAMBLE

Nsync Services, 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 Mr. Gregory Wright, Phone: (972) 61-7426 , E-mail: gw@nsyncservices.com, Fax: (972) 641-8093

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-35F-0517P, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

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

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

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

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

(4) This BPA does not obligate any funds.

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

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

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

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

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

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

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

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

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

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

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

Orders under a Team Arrangement are subject to terms and conditions or 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.

***** Place the pricing pages following this page for the IT products, services or software being offered.**

Dealers or resellers should put each manufacturers’ products on separate pages and show these pages in the Table of Contents.

The following table describes the Nsync Services Inc. contract Labor Categories, and Rates both on Nsync site and on the customer’s site:

	Nsync Services Contract Labor Categories	Labor Rates for Nsync Site	Labor Rate for Customer sites
1.	Program Director	\$132.54	
2	Program Manager	\$128.68	
3	Project Manager	\$86.55	
4	Project Coordinator	\$55.69	
5	Electronic Engineer - Senior	\$50.48	
6	Electronics Engineer	\$42.91	
7	Software Engineer - Senior	\$50.48	
8	Software Engineer	\$42.91	
9	System Analyst - Senior	\$58.94	\$50.10
10	System Analyst	\$47.15	\$40.08
11	Systems Engineer - Senior	\$52.48	
12	Systems Engineer	\$44.61	
13	System Administrator - Senior	\$58.94	
14	System Administrator	\$47.15	
15	Network Planner	\$89.03	
16	Network Engineer- Senior	\$55.98	
17	Network Engineer – Intermediate	\$53.23	
18	Network Engineer - Associate	\$46.79	
19	LAN/WAN Integrator	\$84.33	
20	Communications Analyst - Senior	\$65.83	
21	Network Installation Technician - Lead	\$72.65	
22	Network Installation Technician – Sr.	\$61.26	
23	Wiring & Cable Infrastructure Technician - Senior	\$59.67	
24	Wiring & Cable Installation Technicians	\$46.35	
25	Information Systems Training Specialist – Senior.	\$50.19	
26	Telecommunications Engineer - Senior	\$78.49	
27	Telecommunications System Technician	\$56.65	
28	Technical Writer	\$51.50	
29	Administrative Analyst	\$36.05	
30	Administrative Asst	\$23.43	
31	Instructor	\$52.16	
32	Wireless System Engineer - Senior	\$84.87	
33	Wireless System Technician - Senior	\$63.65	
34	PLC System Engineer – Senior	\$82.40	
35	PLC System Technician - Senior	\$61.80	
36	Audio/Visual System Engineer - Senior	\$82.50	
37	Audio/Visual System Installer – Senior	\$63.65	
38	Draftsman/Auto Cad - Specialist	\$65.00	

