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**Authorized Federal Supply Service Information Technology
Schedule Pricelist
General Purpose Commercial Information Technology
Software and Services**

General Services Administration
Pricelist current through Modification #23, dated June 12, 2008
Contract Number: GS-35F-0012N
Period Covered by Contract: October 3, 2007 through October 3, 2012
Digital Fusion Point of Contact
Telephone: 256-327-8109
www.digitalfusion.com

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through *GSA Advantage!™*, a menu-driven database system. The Internet address for *GSA Advantage!™* is: <http://www.gsaadvantage.gov/>.



CONTRACT NUMBER GS-35F-0012N

For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at

<http://www.fss.gsa.gov>.

Business Size: Small

Special Item Numbers	Products/Services
132-51	Information Technology Professional Services

FSC Class	Products/Services
7030	Information Technology Software

FPDS Codes	Products/Services
D301	IT Facility Operation and Maintenance
D302	IT Systems Development Services
D306	IT Systems Analysis Services
D307	Automated Information Systems Design and Integration Services
D308	Programming Services
D310	IT Backup and Security Services
D311	IT Data Conversion Services
D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
D316	IT Network Management Services
D317	Automated News Services, Data Services, or Other Information Services. Buying data, the electronic equivalent of books, periodicals, newspapers, etc.
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

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

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

For orders exceeding the 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:

The geographic scope of the contract includes the 48 contiguous states, the District of Columbia, Alaska, Hawaii and the Commonwealth of Puerto Rico.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering Address:

Digital Fusion Solutions, Inc.
5030 Bradford Drive, Bldg. 1, Suite 210
Attn: GSA Coordinator
Huntsville, Alabama 35805
Telephone: 256-327-8109
Facsimile: 256-327-8120

Payment Address:

Payment Via Wire Transfer: Payment Via Check/U.S. Mail:
Digital Fusion Inc. Digital Fusion, Inc.
First Commercial Bank First Commercial Bank
ABA Routing No. 062 203 515 P.O. Box 18454
Account # 0580223552 Huntsville, AL 35804

Contractors are required to accept the 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:

256-327-8109

3. LIABILITY FOR INJURY OR DAMAGE:

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

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

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: **07-573-6475**
Block 30: Type of Contractor – **B Other Small Business**
Block 31: Woman-Owned Small Business – **No**
Block 36: Contractor's Taxpayer Identification Number (TIN): **59-3443845**

4a. CAGE Code: 1L4P0

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

5. FOB DESTINATION

The F.O.B. Point is destination for all purchased software license(s) ordered hereunder for the fifty (50) states, and the District of Columbia. The ordering activity may, at its option, elect to ship by Air Freight directly from Digital Fusion and the ordering activity will pay all associated charges. Air Freight charges are on an "open market" basis only.

6. DELIVERY SCHEDULE

a. Time of Delivery. Digital Fusion shall commence performance of services within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEMS NUMBER DELIVERY TIME (Days ARO)

132-51 To be mutually agreed to by DFS and the ordering agency

2-day Delivery Times. Optional 48 hour delivery is available for in-stock products. Terms are F.O.B. ORIGIN. 2-day Delivery must be shown on the purchase order as n open market item.

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 Digital Fusion 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 Digital Fusion 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:** None
- b. **Quantity:** None
- c. **Dollar Volume:** None
- d. **Government Educational Institutions:** Are offered the same discounts as all other Government customers
- e. **Other:** None offered

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:

Digital Fusion will provide export packing as required for shipment to overseas U.S. military installations.

10. MINIMUM ORDER:

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.)

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

The Maximum Order value per order for all IT professional services will be \$500,000.

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS. In accordance with FAR 8.404:

NOTE: Special ordering procedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services and 132-52 EC Services; refer to the terms and conditions for those SINs.

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering activities need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering activity has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

a. Orders placed at or below the micro-purchase threshold. Ordering activities can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering activities should consider reasonably available information about the supply or service offered under MAS contracts by using the “GSA Advantage!” on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the ordering activity’s needs. In selecting the supply or service representing the best value, the ordering activity may consider—

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
 - (3) Probable life of the item selected as compared with that of a comparable item;
 - (4) Warranty considerations;
- (5) Maintenance availability;
 - (6) Past performance; and
 - (7) Environmental and energy efficiency considerations.

c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering activity to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering activities shall--

- (1) Review additional Schedule Contractors’ catalogs/pricelists or use the “GSA Advantage!” on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering activity determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (2) Offer the lowest price available under the contract; or
 - (3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering activities may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. Price reductions. In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering activities will find it advantageous to request a price reduction. For example, when the ordering activity finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering activity the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an ordering activity for a specific order.

f. Small business. For orders exceeding the micro-purchase threshold, ordering activities should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an ordering activity requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering activity shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

Federal departments and agencies 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 Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202) 619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S.

Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301) 975-2833.

14. SECURITY REQUIREMENTS:

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual ordering activity policy; however, the burden of administering the security requirements shall be with the ordering activity. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

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:

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

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

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

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:

Overseas activities are outside of the scope of this contract.

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

20. BLANKET PURCHASE AGREEMENTS (BPAs):

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

21. CONTRACTOR TEAM ARRANGEMENTS:

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, 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:

Not applicable.

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.

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES SOFTWARE (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/EC 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. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, 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. 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.

d. The above procedures do not apply to Time and Material or labor hour orders.

3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)

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

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

(a) When ordering services, ordering activities shall—

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

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

(ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the

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

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

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

(2) Transmit the Request to Contractors:

(i) Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132—51 ONLY, the ordering activity, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the activity's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the activity's needs. Ordering activities should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

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

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

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

volume discounts. When establishing BPAs, ordering activities shall—

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

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

(ii) MULTIPLE BPAs: When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

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

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

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

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

(f) Ordering procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for Ordering Activities," paragraph #12.

4. ORDERS:

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 Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

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

5. PERFORMANCE OF SERVICES:

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

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

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

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

6. INSPECTION OF SERVICES:

The Inspection of Services–Fixed Price (AUG 1996) 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) 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 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/EC Services.

9. INDEPENDENT CONTRACTOR:

All IT/EC 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/EC 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 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 2002) (Alternate II (JAN 1986)) at FAR 52.232-7 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. SECURITY

There are no DD254's associated with the basic IT Federal Supply Services Contract. If security clearances are required for a specific delivery order, DD254's may be issued against the order. Our cognizant security office is:

Facility Clearance Personnel Security Clearance Verification
Defense Security Service Defense Security Service
2780 Airport Drive, Suite 400 Post Office Box 2499
Columbus, OH 43219-2268 Columbus, OH 43216
Telephone: (813) 282-7144 Telephone: (888) 282-7682

Facility Clearance: Secret
Granted by: DIS, Washington, October 3, 2001

DESCRIPTION OF INFORMATION TECHNOLOGY SOFTWARE

DESCRIPTION OF IT PROFESSIONAL SERVICES

Digital Fusion offers the full range of professional services that are needed today by ordering activities to deliver system solutions that work cost effectively, improve ordering activity mission performance, and enhance the quality of service to ordering activity customers. Digital Fusion's professional services cover all aspects of Information Technology (IT), including planning, analysis, design, development, testing, integration and implementation of information systems. These services fall into three areas discussed below.

APPLICATION DEVELOPMENT AND DATA MANAGEMENT. Following our proven System Development Life Cycle Methodology, we build customized software solutions including database design and maintenance, business practice automation, Web-based and client/server applications and complete project outsourcing.

SYSTEMS INTEGRATION. Specializing in Microsoft solutions and Intuit Track-It!, we install and configure a variety of applications, including front-to-backend system integration with databases, third-party packages or custom applications and legacy system migrations.

IT SUPPORT AND INTEGRATION. Helping organizations define, develop and deploy the optimal solution for IT operations, including infrastructure consulting, desktop and help-desk support, network security, network and server management, system migration and integration, and leasehold replacement.

LABOR CATEGORIES AND DESCRIPTIONS

Digital Fusion recognizes that successful performance depends on having the right skills and experience. These skills and experience, in turn, are acquired through the proper mix of education and professional experience. More and more, we find that the skills needed to meet task order performance, address today's problems and tomorrow's challenges require individuals with varying levels of education, specialized knowledge and experience. The correct combination of these three elements is often unique and dependent on the particular requirements associated with the work being performed. Therefore, Digital Fusion's Information Technology utilizes equivalencies between experience and education that allow us to take the full measure of an individual's capabilities. The job descriptions defined in this section provide the general guidelines for each labor category, however reasonable consideration may be used for determining the optimal combination of experience on a task by task basis.

There are twenty-four labor categories contained in this catalog which summarize our in-depth staff strength and demonstrate our ability to fully staff all three area offerings.

		Application Development and Data Management	Systems Integration	IT Support and Integration
1	Business Analyst			
2	Business Analyst, Senior			
3	Business Process Strategist			
4	Database Administrator (D.B.A.)			
5	Database Architect/Designer			
6	Desktop Support			
7	Desktop Support Technician			
8	Desktop Support Technician, Lead			
9	Financial Analyst			
10	Financial Analyst, Junior			
11	Graphic Designer			
12	Network Administrator			
13	Network Administrator, Senior (Network Architect)			
14	Network Operations Analyst Technician, Senior			
15	Programmer Analyst (Client Server/Micro)			
16	Programmer Analyst (Client Server/Micro), Senior			
17	Programmer Analyst (Web-Based Technologies)			
18	Programmer Analyst (Web-Based Technologies), Senior			
19	Program Manager			
20	Project Manager, Applications			
21	Project Manager, Desktop Support			
22	Systems Analyst			
23	Technical Writer			
24	Webmaster			

1. BUSINESS ANALYST

Education: B.A. or B.S. degree or 8 years of equivalent experience in a related field.

General Experience: This consultant position requires a minimum of 3 years experience.

Specialized Experience: At least 2 years of specialized experience, which may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying the best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices, and supervision of business process reengineers.

Responsibilities: Analyzes and documents business requirements and processes related to public sector service delivery for a single or multiple related agencies. Formulates alternative solutions to satisfy these requirements which may involve business process reengineering, workflow redesign and/or the deployment of information technology. Helps develop plans for automated information systems from project inception to conclusion. Constructs data models and activity/process models as may be required to define system functions. Facilitates sessions with functional users to gather and document requirements and explore solutions. Analyst coordinates closely with programmers to ensure proper implementation of program and system specifications. Finally, provides support for the installation, testing, data conversion, implementation, and ongoing maintenance of information systems

2. BUSINESS ANALYST, SENIOR

Education: B.A. or B.S. degree.

General Experience: This consultant position requires a minimum of 8 years experience.

Specialized Experience: At least 5 years of specialized experience, which may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying the best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices, and supervision of business process reengineers.

Responsibilities: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Responsibilities include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and other forms of knowledge transfer. May be under the supervision and direction of a Business Process Strategist or may work independently. Provide structure and ensures progression of working groups and teams by maintaining focus and avoiding unnecessary digression. Works closely with group members to enhance team building, communication, interpersonal relations, meetings, and decision-making. Provides support for task teams involved in quality and process improvement projects.

3. BUSINESS PROCESS STRATEGIST

Education: B.A. or B.S. degree.

General Experience: This consultant position requires a minimum of 10 years experience.

Specialized Experience: At least 7 years of specialized experience, which may include facilitation, training. Methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques,

organizational development, activity and data modeling, or information system development methods and practices.

Responsibilities: Analyzes business requirements and processes related to public sector service delivery for a single or multiple related state agencies. Formulates alternative solutions to satisfy these requirements, which may involve business process reengineering and/or the deployment of information technology and provides the strategic documentation required to implement the improvements. Prepares cost benefit analyses (CBA) according to appropriate CBA methodology. Develops plans for the execution of a solution from project inception to conclusion. Conducts special studies dealing with systems and/or business process issues. Facilitates sessions to gather and document requirements and explore solutions. Applies process improvement and reengineering methodologies and principles to conducting process modernization projects. Responsible for effective transitioning of existing project teams and for facilitating project teams' accomplishment of project activities and objectives. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. Key coordinator among multiple project teams to ensure enterprise wide integration of reengineering efforts. Provides daily supervision.

4. DATABASE ADMINISTRATOR (D.B.A.)

Education: B.A. or B.S. degree or 3 years equivalent experience in a related field.

General Experience: This consultant position requires a minimum of 7 years of experience in the development and maintenance of database systems.

Specialized Experience: At least 5 years of experience with database management systems, system design and analysis, operating systems software, performance tuning, and internal and data manipulation languages.

Responsibilities: Supports application developers in designing databases to support their applications, capacity planning, and backup and recovery of data. Must be capable of managing the database aspects of software development projects. When necessary, reallocates resources to maximize benefits. Monitors performance and evaluates areas to improve efficiency. Designs and reviews database systems; evaluates and recommends changes to database systems; and implements new or revised systems to ensure accuracy, efficiency, and adherence to technical standards. Responsible for providing technical assistance to other personnel involved in computer applications development by answering questions, describing techniques, and writing procedures. Monitors application systems performance, evaluates information gathered from users and other staff and review of historical data, and recommends changes to database structure to ensure optimal performance and productivity. Responsible for the daily maintenance, tracking and documentation of production database systems including creating and scheduling database specific jobs and determining necessary actions to recover from problems or failures. May develop and/or enforce Standards, Procedures, and Guidelines to establish the operational framework for the databases. Research, identify, evaluate and select database software. Instruct users in the use of database software to enhance database system usage, facilitate problem resolution, and maximize customer service.

Supported Technologies: Microsoft SQL Server, Oracle, Sybase

5. DATABASE ARCHITECT/DESIGNER

Education: B.A. or B.S. degree or 3 years equivalent experience in a related field.

General Experience: This consultant position requires a minimum of 6 years of experience in DBMS systems analysis and programming.

Specialized Experience: At least 3 years of experience in using current DBMS technologies and application design using various database management systems; experience with DBMS internals. Active listening and structured methodology experience.

Responsibilities: Responsibilities include activities related to the design and implementation of relational or object-oriented databases. While working with business analysts and/or programmers, performs requirements analysis, database design, and capacity planning including data modeling, table structures, data definition, referential integrity, data dictionaries, and documentation. Must be capable of performing logical and physical design of DBMS to support business application requirements. Prepares detailed specifications concerning database organization, data dictionaries, and data elements. Should be familiar with one or more CASE tools and/or UML in the design of database applications and the development of code for data access, storage, and manipulation functions. Must be able to evaluate and recommend available DBMS products to support validated user requirements. In conjunction with a database administrator, develops, implements, and maintains database backup and recovery procedures for the processing environments and ensures that data integrity, security, and recoverability are built into the RDBMS applications.

Supported Technologies: Microsoft SQL Server, Oracle, Sybase

6. DESKTOP SUPPORT

Education: Must be a high school graduate or equivalent.

General Experience: This consultant position requires a minimum of 5 years experience in microcomputer systems support.

Specialized Experience: At least 2 years of experience working with a variety of hardware and software designated for task performance. If proposed as task leader; 12 months experience supervising microcomputer activities.

Responsibilities: Primary interface with vendor support service groups provides internal analysis and support ensure proper escalation during outages or periods of degraded system performance. Monitors and responds to a variety of hardware and software testing tools and techniques. Provides LAN serves support. Requires extensive knowledge of PC/LAN communications hardware and software in multi- protocol environment, and network management software. Works independently or as a functional leader to provide level support of client technical areas. Will have responsibility for providing one or more of the following: Evaluates, analyzes, plans and implements the testing an installation of new or enhanced hardware and software for microcomputers. Evaluates client training requirements in the use of installed and planned hardware, commercial off-the-shelf software, and network products, develops and provides training applicable to those requirements. Configures multiple operating systems and applications software and interfaces for microcomputers to be used in conjunction with other computer hardware and various systems such as networks, CAD, and digitizing devices. May be required to analyze requirements and implement solutions for facility management applications in a specified media. Performs desktop computer support assignments, with an emphasis on desktop computer problem resolution. Installs a variety of desktop computer hardware and software and provides technical and customer support for these products. Provides customer support to both on-site and remote users. Analyzes users' system problems and provides solutions. Works with teams of analysts, programmers, and users in application development environments. Tests and may write the technical documentation prepared for software or hardware installation.

Supported Technologies: Microsoft Windows NT, Windows XP, Windows 2000, Windows 2003, Microsoft Office, Windows Server 2000, Windows Server 2003, Intuit Track-It!, Unix

7. DESKTOP SUPPORT TECHNICIAN

Education: Must be a high school graduate or equivalent.

General Experience: This consultant position requires a minimum of 5 years experience in microcomputer systems support.

Specialized Experience: At least 2 years of experience working with a variety of hardware and software designated for task performance. If proposed as task leader; 12 months experience supervising microcomputer activities.

Responsibilities: Primary interface with vendor support service groups provides internal analysis and support ensure proper escalation during outages or periods of degraded system performance. Monitors and responds to a variety of hardware and software testing tools and techniques. Provides LAN serves support. Requires extensive knowledge of PC/LAN communications hardware and software in multi- protocol environment, and network management software. Works independently or as a functional leader to provide level support of client technical areas. Will have responsibility for providing one or more of the following: Evaluates, analyzes, plans and implements the testing an installation of new or enhanced hardware and software for microcomputers. Evaluates client training requirements in the use of installed and planned hardware, commercial off-the-shelf software, and network products, develops and provides training applicable to those requirements. Configures multiple operating systems and applications software and interfaces for microcomputers to be used in conjunction with other computer hardware and various systems such as networks, CAD, and digitizing devices. May be required to analyze requirements and implement solutions for facility management applications in a specified media. Performs desktop computer support assignments, with an emphasis on desktop computer problem resolution. Installs a variety of desktop computer hardware and software and provides technical and customer support for these products. Provides customer support to both on-site and remote users. Analyzes users' system problems and provides solutions. Works with teams of analysts, programmers, and users in application development environments. Tests and may write the technical documentation prepared for software or hardware installation.

Supported Technologies: Microsoft Windows NT, Windows XP, Windows 2000, Windows 2003, Microsoft Office, Windows Server 2000, Windows Server 2003, Intuit Track-It!, Unix

8. DESKTOP SUPPORT TECHNICIAN, LEAD

Education: Must be a high school graduate or equivalent.

General Experience: This consultant position requires a minimum of 5 years experience in microcomputer systems support.

Specialized Experience: At least 2 years of experience working with a variety of hardware and software designated for task performance. If proposed as task leader; 12 months experience supervising microcomputer activities.

Responsibilities: Primary interface with vendor support service groups provides internal analysis and support ensure proper escalation during outages or periods of degraded system performance. Monitors and responds to a variety of hardware and software testing tools and techniques. Provides LAN serves support. Requires extensive knowledge of PC/LAN communications hardware and software in multi- protocol environment, and network management software. Works independently or as a functional leader to provide level support of client technical areas. Will have responsibility for providing one or more of the following: Evaluates, analyzes, plans and implements the testing an installation of new or enhanced hardware and

software for microcomputers. Evaluates client training requirements in the use of installed and planned hardware, commercial off-the-shelf software, and network products, develops and provides training applicable to those requirements. Configures multiple operating systems and applications software and interfaces for microcomputers to be used in conjunction with other computer hardware and various systems such as networks, CAD, and digitizing devices. May be required to analyze requirements and implement solutions for facility management applications in a specified media. Performs desktop computer support assignments, with an emphasis on desktop computer problem resolution. Installs a variety of desktop computer hardware and software and provides technical and customer support for these products. Provides customer support to both on-site and remote users. Analyzes users' system problems and provides solutions. Works with teams of analysts, programmers, and users in application development environments. Tests and may write the technical documentation prepared for software or hardware installation.

Supported Technologies: Microsoft Windows NT, Windows XP, Windows 2000, Windows 2003, Microsoft Office, Windows Server 2000, Windows Server 2003, Intuit Track-It!, Unix

9. FINANCIAL ANALYST

Education: B.A. or B.S. degree or 10 years actual experience.

General Experience: This consultant position requires a minimum of 6 years of financial management experience.

Specialized Experience: At least 4 years of experience in financial management with demonstrated ability in analyzing, designing, and developing automated applications for unique business practices in a fee-for-service environment.

Responsibilities: Must be able to clearly define ordering activity financial business practices for integration into the ordering activity financial business system. Identifies potential problems and solutions through analysis and recommends solutions. Must be able to work with functional specialists, automation specialists, contractors, vendors, and customers to effectively automate the customer's requirements into an automated application. Acts as a focal point for coordinating all disciplines in the recommended solution. Must be able to apply state-of-the-art applications that will effectively automate financial applications in the most effective manner while adhering to the established accounting principles and practices.

10. FINANCIAL ANALYST, JUNIOR

Education: B.A. or B.S. degree or 5 years actual experience.

General Experience: This consultant position requires a minimum of 3 years of financial management experience.

Specialized Experience: At least 1 year of experience in financial management with demonstrated ability in analyzing, designing, and developing automated applications for unique business practices in a fee-for-service environment.

Responsibilities: Must be able to clearly define ordering activity financial business practices for integration into the ordering activity financial business system. Identifies potential problems and solutions through analysis and recommends solutions. Must be able to work with functional specialists, automation specialists, contractors, vendors, and customers to effectively automate the customer's requirements into an automated application. Acts as a focal point for coordinating all disciplines in the recommended solution. Must be able to apply state-of-the-art applications that will effectively automate financial applications in the most effective manner while adhering to the established accounting principles and practices.

11. GRAPHIC DESIGNER

Education: B.A., B.S., or M.B.A. degree.

General Experience: This consultant position requires a minimum of 3 years experience.

Specialized Experience: At least 2 years of experience in development of graphic/artistic presentations for publications and documents (preferably technical documentation). Experience using commercial off the shelf word processing (WordPerfect, Word, etc.), graphics presentation software (PowerPoint, Adobe, Flash, Harvard, Freelance, etc.), and desktop publishing systems. Demonstrated ability to work independently or under only general direction.

Responsibilities: Preparing various publications and assists in the preparation of presentation and/or website graphics. May develop multimedia presentations, briefings, and programs employing computer animation, videotape, photographs, website layouts and other materials. Interfaces with customer personnel to determine requirements and appropriate graphics medium. Supports the development of contract reports by developing and updating graphic presentations. Responsible for integrating the graphics generated with automated systems during the life of the project.

Supported Technologies: Macromedia Studio MX, ColdFusion MX, Dreamweaver MX, Flash MX, Fireworks MX, Adobe Photoshop, Acrobat, Illustrator

12. NETWORK ADMINISTRATOR

Education: B.A. or B.S. degree or Vendor certification (e.g. MCSE) preferred.

General Experience: This consultant position requires a minimum of 4 years of progressive ADP and/or network experience within the last 5 years.

Specialized Experience: At least 2 years of progressive specialized technical management experience on LAN systems required. Network experience shall have included supporting the IEEE (Institute for Electrical and Electronic Engineers) 802.3, 802.4 or 802.5 standards. Experience shall include optimizing networks for performance, configuring, and connecting to a system. Experience shall have included diagnostics and trouble shooting of related network components. Management and administration of a LAN for a period of 1 year utilizing a current off-the-shelf Networking Operating System (NOS) within the past 4 years. If proposed as a Task Leader, 12 months experience supervising computer or network operations personnel.

Responsibilities: The managerial and technical administration of a LAN to include security, communications, software applications, electronic mail, printing services, outside communication links, UPS service, calendaring/scheduling services, license administration, file services, NOS service, backup services and any other initial trouble shooting. Performs all phases of LAN projects to provide maintenance and upgrading networks and their related components. Analyzes vendor products to recommend those which best meet user needs. Installs network software, communications, machinery, lines, modems, and terminals). Repairs and/or replaces network hardware components. Performs component server and workstation connection, configuration, integration and testing. Performs preventive maintenance for hardware and software such as equipment cleaning and vacuuming, cable/connection, inspection, software virus protection, and configuration integrity. Monitors and controls the performance, security and status of network resources; identifies and diagnoses problems and factors affecting network performance. Other duties may include the design and installation of cabling changes; maintenance of system files; operation of FIP and data communications equipment; and upgrading of system components.

Supported Technologies: Microsoft Windows NT, Windows XP, Windows 2000, Windows 2003, Microsoft Office, Windows Server 2000, Windows Server 2003, Intuit Track-It!, Unix

13. NETWORK ADMINISTRATOR, SENIOR (NETWORK ARCHITECT)

Education: B.A. or B.S. degree and/or an active Vendor certification (e.g. MCSE) required.

General Experience: This consultant position requires a minimum of 5 years of experience in various network technologies for LAN and WAN servers, and microcomputer technology.

Specialized Experience: At least 3 years experience in various network operating systems and complex LAN/WAN systems utilizing a complex multi-platform environment consisting of file servers, PC's, minicomputers and related peripherals operating through DOS, Windows, Windows 2000 and UNIX environments. Network experience shall have included support the IEEE (Institute of Electrical and Electronic Engineers) 802.3, 802.4, or 802.5 standards. Experience with routers, switches, hubs and infrastructure of LAN/WAN. If proposed as Task Leader, 12 months in supervision/management of ADP support activities.

Responsibilities: Engineer large complex computer systems and/or networks by performing site surveys, assessment and documentation of current network configuration and user requirements. Design and optimize network topologies and other technologies in the context of user requirements such as multiple protocols and interfaces, satellite communications, digital or fiber optic networks, etc. Analyzes and develops new hardware requirements and prepares specifications for hardware acquisitions. Assists and directs preparation of engineering plans and site installation technical design packages. Plans and conducts feasibility studies for communications systems which would be required to accommodate modified or additional communications requirements which could be accommodated by existing or modified systems. Installation and configuration of new network and business productivity applications. Responsible for overall rollout of applications dealing with the overall operating LAN/WAN system including sophisticated file maintenance routines, communications, networks, CAD or GIS systems software, or mathematical/scientific software packages. Develop installation schedules. Tests and analyzes all elements of the network facilities including power, software, communication devices, lines, modems, and terminals. Insures the overall integration of the enterprise network. Monitors and controls the performance and status of the network resources. Utilizes software and hardware tools, identifies and diagnoses highly complex problems and factors affecting network performance. Maintains technical currency and studies vendor products to determine which best meets client needs. Provide guidance and direction to network support technicians.

Prepare and edit documentation incorporating information provided by user, specialist, analyst, programmers, and operations personnel. Interpret technical documentation standards and preparation according to supplied standard. Provides input and technical recommendations and definitions concerning designs and design modifications to include writing, editing, and making presentations of technical information for technical and non-technical personnel. Serve as technical resource for remote locations and provide technical advise on the implementation and on-going operations of highly complex, multi-state LAN/WAN operating systems and have in-depth knowledge of office automation with specific knowledge of microcomputers, word-processing, electronic communications systems network design and concepts, and related software and systems designs.

Supported Technologies: Microsoft Windows NT, Windows XP, Windows 2000, Windows 2003, Microsoft Office, Windows Server 2000, Windows Server 2003, Intuit Track-It!, Unix

14. NETWORK OPERATIONS ANALYST/TECHNICIAN, SENIOR

Education: B.A. or B.S. degree. An active vendor certification (e.g. MCSE) required.

General Experience: This consultant position requires a minimum of 7 years of progressive ADP and/or network experience.

Specialized Experience: At least 3 years experience in implementing and maintaining complex telecommunications systems, including: developing and testing communications software interface programs; developing specifications; using protocol interfaces for multiple environments. If proposed as a Task Leader, 12 months experience supervision of activities similar to those included in the specific task to which assigned.

Responsibilities: Operates and maintains large complex enterprise telecommunications networks. Evaluates existing networks to identify deficiencies and recommend performance improvements. Consults with user personnel to ensure that problems have been properly identified and that proposed solution will ensure proper resolution. Analyzes network performance, usage and traffic flows, accesses and interfaces, transmission techniques, and protocols. May be required to prepare studies on network performance and give presentations on communication concepts and recommend improvements. Provides technical direction to other network personnel concerning data communications, front-end devices, simulation and queuing analysis, and the configuration, integration, and testing of complex large-scale computer integrated networks. Participates in the preparation of specifications for acquiring commercially available communication networks. Works independently or as a team leader to ensure the integrity of multiple complex network systems. Analyzes new software releases and hardware analysis and optimization of all components of the network including power, communications, hardware, lines, modems, and workstations. Performs systems testing and optimization of software components. Plans installations, transitions, and cutovers of network components and capabilities. Analyzes network characteristics such as traffic, transmission speeds, and throughput. Reviews communications networks as to their ability to support current requirements and develops methodology for utilizing new technology to perform existing activities more effectively. Recommends network security procedures.

Supported Technologies: Microsoft Windows NT, Windows XP, Windows 2000, Windows 2003, Microsoft Office, Windows Server 2000, Windows Server 2003, Intuit Track-It!, Unix

15. PROGRAMMER ANALYST (CLIENT SERVER/MICRO)

Education: B.A. or B.S. degree or 5 years of equivalent experience in a related field.

General Experience: This consultant position requires a minimum of 5 years of experience in information systems design and management. Must demonstrate an ability to work independently, or under only general direction, on requirements that are moderately complex to analyze, plan, program, and implement.

Specialized Experience: At least 3 years of experience in analysis and design consulting of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, including experience in DBMS, and use of programming languages. Knowledge of current storage and retrieval methods; 1 year of system analysis experience designing technical applications on computer systems; and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs.

Responsibilities: Analysis of functional business applications and design specifications for functional activities. Develops program specifications using current design methodologies (e.g. UML). Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Analyzes functional business applications and design specifications for developing programs. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required

documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency.

Supported Technologies: Microsoft Visual Studio .Net, Visual Basic .NET, Visual C# .NET, Visual C++ .NET, Windows NT, Windows XP, Windows 2000, Microsoft SQL Server, Oracle, Sybase, PowerBuilder, Jaguar, SQL Anywhere

16. PROGRAMMER ANALYST (CLIENT SERVER/MICRO), SENIOR

Education: B.A. or B.S. degree or 3 years of equivalent experience in a related field.

General Experience: This consultant position requires a minimum of 8 years of computer experience working independently or under general direction on complex application problems involving all phases of system analysis.

Specialized Experience: At least 5 years of experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, to include experience in database management systems (DBMS), and use of programming languages. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. Should be an expert at UML.

Responsibilities: Analyzes functional business applications and creates design specifications for developing programs. Translates detailed design into computer software. Also may design software tools and subsystems to support software reuse and domain analyses and manage their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques (UML) and computer software tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management. Develops requirements from a project's inception to its conclusions in the subject matter area for simple to moderately complex systems. Assists other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management; electronic analysis; software; life-cycle management; software development methodologies; and modeling and simulation. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Primary skill set comprises UNIX, Windows, Oracle, PowerBuilder, Visual Basic, and FoxPro UNIX, Windows, Oracle, PowerBuilder, C++, Java, Visual Basic, FoxPro, or other client/server development tools. Secondary skill set includes all other Departmental/Desktop software standards.

Supported Technologies: Microsoft Visual Studio .Net, Visual Basic .NET, Visual C# .NET, Visual C++ .NET, .NET Enterprise Architect, BizTalk Server 2002/2003, Project Server 2002/2003, Microsoft Sharepoint, Microsoft Business Solutions-CRM, Windows NT, Windows XP, Windows 2000, Microsoft SQL Server, Oracle, Sybase, PowerBuilder, Jaguar, SQL Anywhere

17. PROGRAMMER ANALYST (WEB-BASED TECHNOLOGIES)

Education: B.A. or B.S. degree or 3 years of equivalent experience in a related field.

General Experience: This consultant position requires a minimum of 3 years of computer experience using Internet/intranet products, including Webserver and related products selection and administration.

Specialized Experience: At least 1 year of experience building and installing web sites, including product selection, configuration, installation, maintenance, and site policy development. Experience developing web pages using HTML and associated scripting and graphics integration.

Responsibilities: Must be able to translate applications requirements into the design of complex web sites, including integrating web pages and applications to serve either as stand alone sites or as the front end to web-based applications. Must be able to apply new and emerging technologies to the site development process. Analyzes functional business requirements and design specifications for developing web-based programs and web-based publishing. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. While not responsible for graphics on the web site, should be able to integrate graphics into the site to ensure customer satisfaction.

Supported Technologies: Microsoft Visual Studio .Net, Visual Basic .NET, Visual C# .NET, Visual C++ .NET, ASP.NET, COM/COM+, .NET Enterprise Architect, Internet Information Server IIS, Macromedia Studio MX, ColdFusion MX, Dreamweaver MX, Flash MX, Fireworks MX, IBM VisualAge, WebSphere, Windows NT, Windows XP, Windows 2000, Microsoft SQL Server, Oracle, Sybase, Java, J2EE

18. PROGRAMMER ANALYST (WEB-BASED TECHNOLOGIES), SENIOR

Education: B.A. or B.S. degree or 5 years of equivalent experience in a related field.

General Experience: This consultant position requires a minimum of 5 years of computer experience using Internet/intranet products, including Webserver and related products selection and administration

Specialized Experience: At least 3 years of experience building and installing web sites, including product selection, configuration, installation, maintenance, and site policy development. Experience developing web pages using HTML and associated scripting and graphics integration. Should also be experienced with multi-tier technologies such as COM+, Java, etc.

Responsibilities: Must be able to translate applications requirements into the design of complex web sites, including web pages and applications to serve either as stand alone sites or as the front end to web-based applications. Must be able to apply new emerging technologies to the site development process. Analyzes functional business requirements and creates design specifications for developing web-based programs and web-based publishing. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency.

Supported Technologies: Microsoft Visual Studio .Net, Visual Basic .NET, Visual C# .NET, Visual C++ .NET, ASP.NET, COM/COM+, .NET Enterprise Architect, Internet Information Server IIS, Macromedia Studio MX, ColdFusion MX, Dreamweaver MX, Flash MX, Fireworks MX, IBM VisualAge, WebSphere, Windows NT, Windows XP, Windows 2000, Microsoft SQL Server, Oracle, Sybase, Java, J2EE

19. PROGRAM MANAGER

Education: B.A. or B.S. degree.

General Experience: Must have 8 years experience performing program development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or sub-contracts of various types, and complexity.

Specialized Experience: At least 8 years of direct supervision of IT software development, integration, maintenance projects, and/or telecommunications systems. Must be capable of leading projects that involve the successful management of teams composed of data processing and other information management professionals who have been involved in analysis, design, integration, testing, documenting, converting, extending, and implement automated information and/or telecommunications systems.

Responsibilities: Manage large, complex programs (or a group of programs affecting the same system/organization). Responsible for the overall program success, including the quality of the technical solutions and the timely implementation of individual tasks. Responsible for enterprise wide integration planning and interfaces to other functional systems and related organizations. Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities.

20. PROJECT MANAGER, APPLICATIONS

Education: B.A., B.S., or M.B.A. degree.

General Experience: Must have 10 years of IT or telecommunications experience, including at least 5 years of IT software management experience.

Specialized Experience: At least 5 years of experience in direct supervision of IT software development, integration maintenance projects, and/or telecommunications management.

Responsibilities: Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information and telecommunications systems. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates writing and oral communication skills. Provides competent leadership and responsible direction through successful performance of a variety of detailed, diverse elements of project management. Directs completion of tasks within estimated time frames and budget constraints. Schedules and assigns duties to project team, comprising ordering activity technical and program staff as well as contractors from one or more firms. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with project requirements. Reports in writing and orally to ordering activity management as necessary.

21. PROJECT MANAGER, DESKTOP SUPPORT

Education: B.A. or B.S. degree.

General Experience: Must have 5 years of experience in engineering, system analysis, design, and programming.

Specialized Experience: At least 2 years of experience in information system development, functional and data requirement analysis, system analysis and design, programming, program design, and documentation and preparation.

Responsibilities: Manages technical consultant short term and/or long-term project staffing with customer local managers. Ensure the consultant staff are properly engaged on the assignment and adhere to all customer workplace policies and procedures. Major participant in the planning and implementation of customer projects. Responsible for logistics and task assignments of consultant staffing on customer assignments. Thorough knowledge of the customers' policies and guidelines to ensure field staff comply with worksite policies and procedures including time and productivity metrics reporting.

22. SYSTEM ANALYST

Education: B.A. or B.S. degree or 3 years of equivalent experience in a related field.

General Experience: This consultant position requires a minimum of 5 years of computer experience in information systems design and management. Must demonstrate an ability to work independently, or under only general direction, on requirements that are moderately complex to analyze, plan, program, and implement. B.A. or B.S. degree or 3 years of equivalent experience in a related field.

Specialized Experience: At least 3 years of experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, including experience in DBMS, and use of programming languages. Knowledge of current storage and retrieval methods; 1 year of system analysis experience designing technical applications on computer systems; and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs.

Responsibilities: Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and record management duties. Develops plans for IT systems from project inception to conclusion. Analyzes the problem and the information to be processed. Defines the problem and develops system requirements and program specifications from which programmers prepare detailed flowcharts, programs, and tests. Closely coordinates with programmers to ensure proper implementation of program and system specifications. In conjunction with functional users, develops system alternative solutions. Provides support for the installation, testing, implementation, and ongoing maintenance of information systems. Conducts and documents the results of special studies dealing with systems and/or business process issues. Must demonstrate the ability to work independently or under only general direction on requirements that are moderately complex to analyze, plan, program, and implement.

23. TECHNICAL WRITER

Education: Associate's degree in related field.

General Experience: Must have 4 years of experience in technical writing and documentation pertaining to all aspects of IT.

Specialized Experience: A minimum of 2 years of experience in preparing technical documentation, including conducting research on applicable standards.

Responsibilities: Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. For applications built to run in a Windows environment, uses the standard help compiler to prepare all on-line documentation. Assists in collecting and organizing information for preparation of user manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user manuals, special reports, and any other customer deliverables and documents. Assists in performing financial and administrative functions. Must demonstrate the ability to work independently or under only general direction.

24. WEBMASTER

Education: High School diploma or equivalent.

General Experience: Must have 4 years general experience in microcomputer technology.

Specialized Experience: At least 2 years experience in various network technologies for LAN and WAN, servers, network operating systems and protocols, Inter/Intranet servers and languages, and designing, developing, and maintaining WEB pages. If proposed as Task Leader, 12 months in supervision/management of ADP support activities.

Responsibilities: Works independently in support of client requirements. Install and configure WWW hardware; install and implement WWW software; designs, develops, implements, and maintains Home/WEB pages tailored to client requirements. Utilizes software, such as, JAVA, HTML, Windows 95/NT, Visual C++, Visual Basic, PERL, C Shell scripts, Novell NetWare, UNIX, TCP/IP, and various WEB authoring tools, e.g., Microsoft's FrontPage and Lotus Notes' Domino. Monitors usage, pages browsed, time line; maintains currency with the Internet Service Provider's (ISPs), e.g., CompuServe, AOL, and Traveler's capabilities and performance by tracking downtime, and online performance; remains abreast of the latest developments in software, hardware, and services provided by the ISP's and recommends upgrades/alternatives to more effectively meet clients requirements; navigates databases; develops capabilities to prevent unauthorized intrusions; train users on ISP, homepage, and WWW use; and prepares/edits system documentation.

IT Professional Services Price List

	Labor Rates - Ordering Activity Site	Year 1 10/04/07- 10/03/08	Year 2 10/04/08- 10/03/09	Year 3 10/04/09- 10/03/10	Year 4 10/04/10- 10/03/11	Year 5 10/04/11- 10/03/12
1	Business Analyst	\$74.10	\$74.10	\$74.10	\$74.10	\$74.10
2	Business Analyst, Senior	\$90.06	\$90.06	\$90.06	\$90.06	\$90.06
3	Business Process Strategist	\$102.59	\$102.59	\$102.59	\$102.59	\$102.59

	Labor Rates - Ordering Activity Site	Year 1 10/04/07- 10/03/08	Year 2 10/04/08- 10/03/09	Year 3 10/04/09- 10/03/10	Year 4 10/04/10- 10/03/11	Year 5 10/04/11- 10/03/12
4	Database Administrator (D.B.A.)	\$99.98	\$99.98	\$99.98	\$99.98	\$99.98
5	Database Architect/Designer	\$98.92	\$98.92	\$98.92	\$98.92	\$98.92
6	Desktop Support Technician Level I	\$47.28	\$47.28	\$47.28	\$47.28	\$47.28
7	Desktop Support Technician Level II	\$54.04	\$54.04	\$54.04	\$54.04	\$54.04
8	Desktop Support Technician, Lead	\$60.80	\$60.80	\$60.80	\$60.80	\$60.80
9	Financial Analyst	\$90.52	\$90.52	\$90.52	\$90.52	\$90.52
10	Financial Analyst, Junior	\$74.31	\$74.31	\$74.31	\$74.31	\$74.31
11	Graphic Designer	\$64.09	\$64.09	\$64.09	\$64.09	\$64.09
12	Network Administrator	\$74.10	\$74.10	\$74.10	\$74.10	\$74.10
13	Network Administrator, Senior (Network Architect)	\$86.63	\$86.63	\$86.63	\$86.63	\$86.63
14	Network Operations Analyst Technician, Senior	\$77.51	\$77.51	\$77.51	\$77.51	\$77.51
15	Programmer Analyst (Client Server/Micro)	\$86.56	\$86.56	\$86.56	\$86.56	\$86.56
16	Programmer Analyst (Client Server/Micro), Senior	\$96.41	\$96.41	\$96.41	\$96.41	\$96.41
17	Programmer Analyst (Web-Based Technologies)	\$76.67	\$76.67	\$76.67	\$76.67	\$76.67
18	Programmer Analyst (Web-Based Technologies), Sr.	\$97.69	\$97.69	\$97.69	\$97.69	\$97.69
19	Program Manager	\$110.58	\$110.58	\$110.58	\$110.58	\$110.58
20	Project Manager, Applications	\$104.88	\$104.88	\$104.88	\$104.88	\$104.88
21	Project Manager, Desktop Support	\$76.22	\$76.22	\$76.22	\$76.22	\$76.22
22	Systems Analyst	\$71.73	\$71.73	\$71.73	\$71.73	\$71.73
23	Technical Writer	\$68.39	\$68.39	\$68.39	\$68.39	\$68.39
24	Webmaster	\$70.67	\$70.67	\$70.67	\$70.67	\$70.67

	Labor Rates - Contractor Site	Year 1 10/04/07- 10/03/08	Year 2 10/04/08- 10/03/09	Year 3 10/04/09- 10/03/10	Year 4 10/04/10- 10/03/11	Year 5 10/04/11- 10/03/12
1	Business Analyst	\$85.21	\$85.21	\$85.21	\$85.21	\$85.21
2	Business Analyst, Senior	\$103.57	\$103.57	\$103.57	\$103.57	\$103.57
3	Business Process Strategist	\$117.98	\$117.98	\$117.98	\$117.98	\$117.98
4	Database Administrator (D.B.A.)	\$114.98	\$114.98	\$114.98	\$114.98	\$114.98
5	Database Architect/Designer	\$113.76	\$113.76	\$113.76	\$113.76	\$113.76
6	Desktop Support Technician Level I	-	-	-	-	-
7	Desktop Support Technician Level II	-	-	-	-	-
8	Desktop Support Technician, Lead	-	-	-	-	-
9	Financial Analyst	-	-	-	-	-
10	Financial Analyst, Junior	-	-	-	-	-
11	Graphic Designer	\$73.70	\$73.70	\$73.70	\$73.70	\$73.70
12	Network Administrator	-	-	-	-	-
13	Network Administrator, Senior (Network Architect)	-	-	-	-	-
14	Network Operations Analyst Technician, Senior	-	-	-	-	-
15	Programmer Analyst (Client Server/Micro)	\$99.55	\$99.55	\$99.55	\$99.55	\$99.55
16	Programmer Analyst (Client Server/Micro), Senior	\$115.18	\$115.18	\$115.18	\$115.18	\$115.18
17	Programmer Analyst (Web-Based Technologies)	\$88.17	\$88.17	\$88.17	\$88.17	\$88.17
18	Programmer Analyst (Web-Based Technologies), Sr.	\$112.35	\$112.35	\$112.35	\$112.35	\$112.35
19	Program Manager	-	-	-	-	-
20	Project Manager, Applications	-	-	-	-	-

	Labor Rates - Contractor Site	Year 1 10/04/07- 10/03/08	Year 2 10/04/08- 10/03/09	Year 3 10/04/09- 10/03/10	Year 4 10/04/10- 10/03/11	Year 5 10/04/11- 10/03/12
21	Project Manager, Desktop Support	-	-	-	-	-
22	Systems Analyst	\$82.49	\$82.49	\$82.49	\$82.49	\$82.49
23	Technical Writer	\$78.65	\$78.65	\$78.65	\$78.65	\$78.65
24	Webmaster	\$81.27	\$81.27	\$81.27	\$81.27	\$81.27

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Digital Fusion Solutions, Inc. provides commercial products and services to the ordering activity. 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:

GSA Coordinator

Phone number: 256-327-8109

Fax number: 256-327-8120

e-mail address: rharrison@digitalfusion.com

BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Ordering Activity) and Digital Fusion Solutions, Inc. 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 :

Agency

Date

Contractor

Date

BPA NUMBER _____

(CUSTOMER NAME)

BLANKET PURCHASE AGREEMENT

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

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

MODEL NUMBER/PART NUMBER

***SPECIAL BPA DISCOUNT/PRICE**

(2) Delivery:

DESTINATION

DELIVERY SCHEDULES / DATES

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

(4) This BPA does not obligate any funds.

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

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

OFFICE

POINT OF CONTACT

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

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

(a) Name of Contractor;

(b) Contract Number;

(c) BPA Number;

(d) Model Number or National Stock Number (NSN);

(e) Purchase Order Number;

(f) Date of Purchase;

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

(h) Date of Shipment.

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

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

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to an 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 customer's 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.

CORPORATE OVERVIEW

Digital Fusion Solutions, Inc. (DFI) is a publicly-held, certified small business headquartered in Huntsville, Alabama with offices in El Paso, Texas, and Washington, DC. DFI is a research and engineering, acquisition and business management, government consulting, force development, training, test and evaluation and information technology services provider with a highly experienced employee base in a wide range of technical disciplines. DFI supports a wide range of offices and programs with the Army, Air Force, and Navy as well as DIA, NASA, MDA, GSA, State of Tennessee, and other government and commercial customers across the U.S. Digital Fusion is composed of five business units with the following core competencies: Research and Engineering; Information Technology; Government Consulting and Support; Acquisition and Business Management Support; and Force Development, Training and Test.

Our Information Technology services include: System Migration and Integration; Enterprise Resource Planning; Systems Architecture; Information Assurance; Hardware Support Services; Application Development, Support and Security; System Development, Integration and Sustainment; Financial Management, Tracking and Reporting; Logistics and Scheduling Systems Development; Supply Chain Management; Secure Web Portal Development and Digital Dashboards; Extranets and Intranets; Internet Application Security; Data Management and Support.