



**SOLUTION TECHNOLOGY SYSTEMS, INC.**

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

**Special Item No. (SIN) 132-51 Information Technology Professional Services**

**NAICS CODES: \***

518210 Data Processing, Hosting, and Related Services  
541511 Custom Computer Programming Services  
541512 Computer Systems Design Services  
541513 Computer Facilities Management Services  
541330 Engineering Services  
541519 Other Computer Related Services  
541712 Research and Development in the Physical, Engineering & Life Sciences  
541611 Administrative Management and General Management Consulting Services  
541711 Research and Development in Biotechnology  
541618 Other Management Consulting Services  
541690 Other Scientific and Technical Consulting Services  
541990 All Other Professional, Scientific, and Technical Services  
611420 Computer Training

**FPDS CODES:**

D302-IT Developmental Services  
D306-IT Systems Analysis Services  
D307-Automated Information Systems Design and Integration Services  
D308-Programming Services  
D311-IT Data Conversion Services  
B544-Special Studies/Analysis-Technology  
B506-Special Studies/Analysis-Data (other than scientific)  
D399-IT and Telecom-other IT and Telecommunications  
B599-Special Studies/Analysis-other  
B505-Special Studies/Analysis-Cost Benefit

\* North American Industry Classification System (NAICS) for Federal acquisitions

**Solution Technology Systems, Inc. (STSI)  
1600 Wilson Blvd., Suite 1300  
Arlington, VA 22209  
(703) 522-2696  
[www.stsiinc.com](http://www.stsiinc.com)**

**Contract Number: GS-35F-0347J  
Period Covered by Contract: March 30, 2014 - March 29, 2019  
Pricelist current through **Mod PS-0046 effective July 20, 2017****

*Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. <http://www.gsaadvantage.gov/>*

## TABLE OF CONTENTS

I. Information for Ordering Activities.....	1
1. Geographic Scope of Contract .....	1
2. Contractor's Ordering Address and Payment Information .....	1
3. Liability for Injury or Damage .....	2
4. Statistical Data for Government Ordering Office Completion of Standard Form 279 .....	2
5. FOB Destination .....	2
6. Delivery Schedule .....	2
7. Discounts: Prices shown are NET Prices; Basic Discounts have been Deducted .....	2
8. Trade Agreements Act of 1979, as Amended .....	3
9. Statement Concerning Availability of Export Packing: None .....	3
10. Small Requirements: The minimum dollar value of orders to be issued is \$100. ....	3
11. Maximum Order (All dollar amounts are exclusive of any discount for prompt payment.) .....	3
12. Ordering Procedures for Federal Supply Schedule Contracts .....	3
13. Federal Information Technology/Telecommunication Standards Requirements .....	3
14. Contractor Tasks/Special Requirements (C-FSS-370) (NOV 2001) .....	4
15. Contract Administration for Ordering Activities .....	4
16. GSA Advantage! .....	5
17. Purchase of Open Market Items.....	5
18. Contractor Commitments, Warranties and Representations .....	5
19. Overseas Activities (Not Applicable) .....	5
20. Blanket Purchase Agreements (BPAs).....	6
21. Contractor Team Arrangements .....	6
22. Installation, Deinstallation, Reinstallation .....	6
23. Section 508 Compliance.....	6
24. Prime Contractor Ordering From Federal Supply Schedules.....	6
25. Insurance – Work on a Government Installation (JAN 1997) (FAR 52.228-5).....	7
26. Software Interoperability.....	7
27. Advance Payments .....	7
II. TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51).....	8
1. Scope.....	8
2. Performance Incentives.....	8
3. Order .....	8
4. Performance of Services .....	8
5. Stop-Work Order (FAR 52.242-15) (AUG 1989).....	9
6. Inspection of Services .....	9
7. Responsibilities of the Contractor.....	9
8. Responsibilities of the Ordering Activity .....	9
9. Independent Contractor.....	10
10. Organizational Conflicts of Interest .....	10
11. Invoices .....	10
12. Payments .....	10
13. Resumes .....	11

14.	Incidental Support Costs .....	11
15.	Approval of Subcontracts .....	11
16.	Description of IT Services and Pricing .....	11
III.	COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION .....	23

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

### **I. Information for Ordering Activities**

#### **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](http://www.fss.gsa.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page ([www.fss.gsa.gov](http://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:**

48 contiguous states and the District of Columbia

#### **2. Contractor's Ordering Address and Payment Information**

The following address and contact person for ordering and payment is:

#### **Solution Technology Systems, Inc. (STSI)**

**Carol Caputo**  
**1600 Wilson Blvd., Suite 1300**  
**Arlington, VA 22209**  
**(703) 247-0939**

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

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

#### **Solution Technology Systems, Inc. (STSI)**

**Carol Caputo**  
**(703) 247-0939**

**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: **927755033**  
 Block 30: Type of Contractor - **B. - Other Small Business**  
 Block 31: Woman-Owned Small Business - **NO**  
 Block 36: Contractor's Taxpayer Identification Number (TIN): **54-1767411**

- 4a. CAGE Code: **1TAD9**
- 4b. Contractor **has registered** with the System for Award Management (SAM).

**5. FOB Destination**

**6. Delivery Schedule**

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<b>132-51</b>	*

**\* To be Negotiated between Solution Technology Systems Inc. (STSI) and the ordering activity**

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

**To be negotiated between Solution Technology Systems Inc. (STSI) and the ordering activity**

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

- a. Prompt Payment: **Net 30** days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: **NONE**
- c. Dollar Volume: **NONE**
- d. Government Educational Institutions: **0 - 3.8% (STSI offers Government Educational Institutions the same discounts as all other Government customers).**
- e. Other - **STSI provides our published GSA rates to all of our customers both government and commercial.**

## 8. Trade Agreements Act of 1979, as Amended

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

## 9. Statement Concerning Availability of Export Packing: None

## 10. Small Requirements: The minimum dollar value of orders to be issued is \$100.

## 11. Maximum Order (All dollar amounts are exclusive of any discount for prompt payment.)

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

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

## 12. Ordering Procedures for Federal Supply Schedule Contracts

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

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

## 13. Federal Information Technology/Telecommunication Standards

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

### 13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

**13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):** Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal 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. Contractor Tasks/Special Requirements (C-FSS-370) (NOV 2001)**

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub.L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

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

## 16. GSA Advantage!

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

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

Agencies can browse GSA Advantage! by accessing the Internet. The Internet address is <http://www.gsaadvantage.gov>

## 17. Purchase of Open Market Items

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

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 (Not Applicable)

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: **Not Applicable**

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a



reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

## **20. Blanket Purchase Agreements(BPAs)**

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

## **21. Contractor Team Arrangements**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, 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 receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply.

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

## **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 website:

**[www.stsiinc.com](http://www.stsiinc.com)**

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

## **24. Prime Contractor Ordering From Federal Supply Schedules**

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

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

- (b) The following statement:

This order is placed under written authorization from \_\_\_\_\_ dated \_\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

**25. Insurance – Work on a Government Installation (JAN 1997) (FAR 52.228-5)**

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
  - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
  - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

**26. Software Interoperability**

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

**27. Advance Payments**

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

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

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

**1. Scope**

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

**2. Performance Incentives**

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

**3. Order**

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

**4. Performance of Services**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed.

Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

## **5. Stop-Work Order (FAR 52.242-15) (AUG 1989)**

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
- (1) Cancel the stop-work order; or
  - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
  - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

## **6. Inspection of Services**

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

## **7. Responsibilities of the Contractor**

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

## **8. Responsibilities of the Ordering Activity**

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

## 9. Independent Contractor

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

## 10. Organizational Conflicts of Interest

### a. Definitions.

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

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

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

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

## 11. Invoices

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

## 12. Payments

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e) (3), insert the following provision:

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

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

- (1) The offeror;
- (2) Subcontractors; and/or

(3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

**13. Resumes**

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

**14. Incidental Support Costs**

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

**15. Approval of Subcontracts**

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

**16. Description of IT Services and Pricing**

*Solution Technology Systems, Inc.* presents our proposed labor categories and pricing below for SIN 132-51: Information Technology (IT) Professional Services.

**STSI Labor Categories**

Labor Category	Position Duties / Responsibilities
Senior Project Manager	<p>Plans, coordinates, and manages all aspects of complex information technology projects. Works directly with the client's Oversight Project Manager or Technical Monitor to ensure that the project goals are clearly defined and that all parties have a common anticipation of what is expected. Other duties include:</p> <ul style="list-style-type: none"> <li>• Direct all complex aspects of the project such as change control management, risk management and risk containment strategies</li> <li>• Prepare and present projects status regarding schedule, costs, tasks, and deliverables</li> <li>• Provide work assignments and schedules to subordinate staff</li> <li>• Task order performance and conformance</li> <li>• Meet with client management and other client agency representatives</li> <li>• Produce all task order deliverables, as well as organizing, planning, and directing task order activity</li> <li>• Staff performance under the subject task order</li> <li>• Apply quality assurance measures within the subject task order</li> <li>• Review and approve all work products generated, and ensuring that all products meet client requirements as identified within the subject task order</li> </ul> <p><b>Qualifications:</b> Minimum 8 years' experience and a Bachelor's degree.</p>
Senior Consultant/IT Specialist	<p>Provides managerial and technical leadership for development, implementation and operations of a complex specialized information technology systems implementation. Individual is recognized for their experience in providing guidance to senior executives. Duties include:</p> <ul style="list-style-type: none"> <li>• Plan, direct, and participate in any/all phases of the system development life cycle</li> </ul>



Labor Category	Position Duties / Responsibilities
	<ul style="list-style-type: none"> <li>• Plan, direct, and evaluate systems analysis, design, integration, development, testing, and implementation activities</li> <li>• Direct the development of application and software documentation</li> <li>• Perform alternative platform analysis and preparing technical reports recommending an appropriate applications development environment</li> <li>• Provide presentations and demonstrations to contractor and client staff concerning system development life cycle activities</li> <li>• Design and develop application prototypes as part of the rapid application development process</li> <li>• Perform analysis, report preparation, and presentations in support of client information resource management requirements</li> </ul> <p><b>Qualifications:</b> Minimum 7 years' experience and a Bachelor's degree.</p>
<p><b>Senior Business Development Analyst</b></p>	<p>Experience in application systems development, in an IT services environment performing system development life cycle activity for highly technical disciplines; including the use of application development tools. Duties include:</p> <ul style="list-style-type: none"> <li>• Direct and participate in any/all phases of the system development life cycle</li> <li>• Perform systems analysis, design, integration, development, testing, and implementation activities</li> <li>• Direct the development of application and related software documentation.</li> <li>• Perform platform alternative analysis and preparing technical reports recommending an appropriate application development environment</li> <li>• Provide presentations and. demonstrations to contractor and client staff concerning system development life cycle activities</li> <li>• Develop system presentation documents and media</li> <li>• Design and develop application prototypes as part of the rapid application development process</li> <li>• Perform analysis, report preparation, and presentations in support of client information resource management requirements</li> </ul> <p><b>Qualifications:</b> Minimum 9 years' experience and a Bachelor's degree.</p>





Labor Category	Position Duties / Responsibilities
ERP Systems Analyst	<p>Provides technical leadership and hands-on development, implementation and operations of complex ERP and other systems implementations. Duties include:</p> <ul style="list-style-type: none"> <li>• Plan, direct, and participate in any/all phases of the system development life cycle</li> <li>• Provide requirements and functional support of applications working directly with clients in managing their requests; understanding their requirements and translating business requirements to functional specifications through hands-on analysis and design</li> <li>• Perform analysis, development, testing and implementation of requested upgrades, enhancements, and changes to ERP Financial or Human Resources applications</li> <li>• Provide troubleshooting and production support for ERP applications</li> <li>• Provide alternative platform analysis and preparing technical reports recommending an appropriate applications development and/or production hardware/software environment</li> <li>• Prepare and deliver presentations and demonstrations for contractor and client staff concerning system development life cycle activities</li> <li>• Design and develop application prototypes as part of the rapid application development process</li> </ul> <p><b>Qualifications:</b> Minimum 8 years' experience and a Bachelor's degree.</p>
ERP Application Programmer	<p>Provides hands-on development, implementation and operations of complex ERP and other systems implementations. Duties include:</p> <ul style="list-style-type: none"> <li>• Perform analysis, development, testing and implementation of requested upgrades, enhancements, and changes to ERP Financial or Human Resources applications</li> <li>• Review programming requirements; create code, apply customization, and develop refinement to requirements in specified media; provide program support, testing, debugging, and writing documentation as required</li> <li>• Provide troubleshooting and production support for ERP applications</li> <li>• Provide alternative platform analysis and preparing technical reports recommending an appropriate applications development and/or production hardware/software environment</li> <li>• Prepare and deliver presentations and demonstrations for contractor and client staff concerning system development life cycle activities</li> <li>• Design and develop application prototypes as part of the rapid application development process</li> </ul> <p><b>Qualifications:</b> Minimum 6 years' experience and a Bachelor's degree.</p>
Senior Analyst	<p>Performs planning, estimating, organizing, staffing, and executing agile projects. Additionally, provides full application system life cycle support, which includes designing and developing applications, and managing projects. Duties include:</p> <ul style="list-style-type: none"> <li>• Management of and participation in all phases of agile system development, including rapid prototype development</li> <li>• Manage and perform systems analysis, design, integration, development, automated testing, and implementation activities</li> </ul>





Labor Category	Position Duties / Responsibilities
	<ul style="list-style-type: none"> <li>• Manage the platform alternative analysis, including modern frontend and backend open source software options, and prepares technical reports recommending an appropriate application development environment</li> <li>• Manage and participate in presentations and demonstrations to users and client staff, incorporating feedback into the development process</li> <li>• Manage and perform analysis, and develops reports, presentation documents and media to ensure strategic alignment of technical design with business direction</li> <li>• Manage the design and development of application prototypes as part of the rapid application development process</li> <li>• Manage and perform analysis, report preparation and presentations in support of client information resource management requirements</li> </ul> <p><b>Qualifications:</b> Minimum 6 years' experience and a Bachelor's degree.</p>
<b>Project Manager</b>	<p>Responsible for the performance of all staff. Works directly with the government management to ensure that project goals are clearly defined and that all parties have a common understanding of what is expected. Duties include:</p> <ul style="list-style-type: none"> <li>• Direct the daily and task related activities in an IT services, contract support environment</li> <li>• Provide work assignments and schedules to subordinate staff</li> <li>• Task order performance and conformance</li> <li>• Meet with client task leaders and other client agency representatives</li> <li>• Produce all task order deliverables, as well as, organizing, planning and directing task order activity</li> <li>• Staff performance under the subject task order</li> <li>• Apply quality assurance measures within the subject task order</li> <li>• Review and approve all work products generated, and ensuring that all products meet client requirements as identified within the subject task order</li> </ul> <p><b>Qualifications:</b> Minimum 8 years' experience and a Bachelor's degree.</p>
<b>Senior Infrastructure Engineer</b>	<p>Plan, direct, and participate in any/all phases of system infrastructure design and DevOps automation. Duties include:</p> <ul style="list-style-type: none"> <li>• Establish system information requirements; performing analysis and design of the systems and applications infrastructures; develop and maintain enterprise-wide infrastructures for large scale information systems</li> <li>• Integrate development process with continuous integration pipeline, including automated server configuration/build and deployment</li> <li>• Design architecture to include the software, hardware, and communications to support the total requirements as well as providing for present demands and future scalability in a cloud environment</li> <li>• Analyze network and communications characteristics (e.g., traffic, connect time, transmission speeds, packet sizes and throughput) and recommend procurement, removals and modifications to network / communications components</li> <li>• Design and optimize network / communications topologies and site configurations</li> <li>• Plan, install, transition and cutover of network / communications components</li> </ul>

Labor Category	Position Duties / Responsibilities
	<p>and capabilities</p> <ul style="list-style-type: none"> <li>Evaluate options including infrastructure as a service provider</li> </ul> <p><b>Qualifications:</b> Minimum 8 years' experience and a Bachelor's degree.</p>
<p><b>Infrastructure Engineer</b></p>	<p>The Infrastructure Engineer is responsible for:</p> <ul style="list-style-type: none"> <li>Plan, direct, and participate in any/all phases of system infrastructure and integration projects</li> <li>Establish system information requirements; performing analysis and design of the systems and applications infrastructures; develop and maintain enterprise-wide infrastructures for large scale information systems</li> <li>Develop and implement architecture to include the software, hardware, and communications capabilities</li> <li>Analyze network and communications characteristics (e.g., traffic, connect time, transmission speeds, packet sizes and throughput) and recommending procurement, removals and modifications to network/communications components</li> <li>Design and optimize network / communications topologies and site configurations</li> <li>Plan, install, transition, and cutover of network / communications components and capabilities</li> <li>Evaluate network and communications hardware and software, troubleshooting LAN/WAN and other network related problems, and perform general LAN/WAN and communications system administration</li> </ul> <p><b>Qualifications:</b> Minimum 6 years' experience and a Bachelor's degree.</p>
<p><b>Senior Programmer Analyst</b></p>	<p>Leads and participates in all phases of agile development for complex IT projects. Duties include:</p> <ul style="list-style-type: none"> <li>Perform development, maintenance, operations, troubleshooting and production support for application software, including modern open source frontend web software frameworks and interaction with RESTful APIs</li> <li>Perform application design, programming, customization, documentation and implementation of software</li> <li>Participate in all phases of development with emphasis on programming, automated testing, documentation, and production support</li> </ul> <p><b>Qualifications:</b> Minimum 6 years' experience and a Bachelor's degree</p>
<p><b>Database Analyst</b></p>	<p>Direct and participate in all phase of database system design and maintenance as part of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>Participate in the generation of ad hoc and/or structured queries to access specific data from a computer system</li> <li>Perform analysis of topic specific data in support of client goals</li> <li>Prepare reports and documentation to support analytic findings</li> <li>Participate in presentations and demonstrations to contractor and client staff concerning topic specific analysis</li> <li>Develop system presentation documents and media</li> <li>Participate in the design of computer models to support topic specific analysis</li> </ul> <p><b>Qualifications:</b> Minimum 6 years' experience and a Bachelor's degree</p>



Labor Category	Position Duties / Responsibilities
Senior Developer Analyst	<p>Participates in all phases of agile development projects. Duties include:</p> <ul style="list-style-type: none"> <li>• Direct and participate in all phases of agile development projects</li> <li>• Perform systems architecture, analysis, design, integration, development, automated testing, and implementation activities</li> <li>• Participate and direct the development of backend applications and API endpoints, including modern open source frameworks for web applications, database platforms, search technology, etc.</li> <li>• Perform platform alternative analysis and preparing technical reports recommending an appropriate application development environment</li> <li>• Participate in presentations and demonstrations to users and client staff, incorporating feedback into the development process</li> <li>• Design and develop application prototypes</li> <li>• Perform analysis, technology research, report preparation and presentations in support of client strategic technology alignment</li> </ul> <p><b>Qualifications:</b> Minimum 6 years’ experience and a Bachelor’s degree</p>
Database Specialist	<p>Direct and participate in all phases of database system design and maintenance as part of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>• Perform systems analysis, design, and integration activities.</li> <li>• Perform platform alternative analysis and preparing technical reports recommending appropriate database architecture.</li> <li>• Participate in the design of application prototypes as part of the rapid application development process.</li> <li>• Provide data dictionary development and end user training, and consulting with other system development professionals.</li> </ul> <p><b>Qualifications:</b> Minimum 5 years’ experience and a Bachelor’s degree</p>
Senior Security Specialist	<p>Plan, direct, and participate in any/all phases of system security related projects. Duties include:</p> <ul style="list-style-type: none"> <li>• Provide highly technical and specialized guidance, and solutions to complex information security challenges</li> <li>• Performs the design, implementation and support of appropriate access protection; system integrity/reliability; audit control; system recovery methods and procedures; prevention of breaches, intrusions, and/or system abuses; awareness training; and compliance with federal and agency IT security policy directives and regulations</li> <li>• Respond to and remediate information security events related to add/change/deletes and other user privilege changes, respond to and escalate incidents where warranted</li> <li>• Perform duties such as: application, log, OS, network level forensic analysis; work within a closely coordinated team during emergencies, responding to computer incidents, insure compliance with client policy, audit, and regulatory requirements.</li> </ul> <p><b>Qualifications:</b> Minimum 8 years’ experience and a Bachelor’s degree</p>
Security Specialist	<p>Plan, direct, and participate in any/all phases of system security related projects. Duties include:</p> <ul style="list-style-type: none"> <li>• Provide technical and specialized guidance, and solutions to complex information</li> </ul>



Labor Category	Position Duties / Responsibilities
	<p>security challenges</p> <ul style="list-style-type: none"> <li>• Performs the design, implementation and support of appropriate access protection; system integrity/reliability; audit control; system recovery methods and procedures; prevention of breaches, intrusions, and/or system abuses; awareness training; and compliance with federal and agency IT security policy directives and regulations</li> <li>• Respond to and remediate information security events related to add/change/deletes and other user privilege changes, respond to and escalate incidents where warranted</li> <li>• Perform duties such as: application, log, OS, network level forensic analysis; work within a closely coordinated team during emergencies, responding to computer incidents, insure compliance with client policy, audit, and regulatory requirements</li> </ul> <p><b>Qualifications:</b> Minimum 6 years' experience and a Bachelor's degree</p>
<p><b>Senior Systems Analyst</b></p>	<p>Provide enterprise and application systems analysis, design, integration, development, testing, and implementation activities. Duties include:</p> <ul style="list-style-type: none"> <li>• Participate in the development of application software and system documentation</li> <li>• Perform platform alternative analysis and preparing technical reports recommending an appropriate application development environment</li> <li>• Participate in presentations and demonstrations to contractor and client staff concerning system development life cycle activities</li> <li>• Perform analysis, and develop reports, presentation documents and media, in support of client specific information resource management requirements.</li> <li>• Design and develop application prototypes as part of the rapid application development process</li> <li>• Perform analysis, report preparation and presentations in support of client information resource management requirements</li> </ul> <p><b>Qualifications:</b> Minimum 6 years' experience and a Bachelor's degree</p>
<p><b>Analyst</b></p>	<p>Participate in all phases of the system development life cycle, including systems analysis, design, integration, development support, testing, and implementation activities. Duties include:</p> <ul style="list-style-type: none"> <li>• Support the development of application software and documentation</li> <li>• Support platform alternative analysis and prepare technical reports recommending an appropriate development environment.</li> <li>• Develop and participate in presentations and demonstrations to contractor and client staff concerning system development life cycle activities</li> <li>• Perform analysis, and develop reports, presentation documents, and media in support of client specific information resource management requirements</li> <li>• Support the design and development of application prototypes as part of the rapid application development process</li> </ul> <p><b>Qualifications:</b> Minimum 2 years' experience</p>



Labor Category	Position Duties / Responsibilities
Developer Analyst	<p>Participates in all phases of the system development life cycle for specialized subject area projects. Duties include:</p> <ul style="list-style-type: none"> <li>• Perform systems analysis, design, integration, development, testing, and implementation activities</li> <li>• Develop application software and system documentation</li> <li>• Perform platform alternative analysis and prepare technical reports recommending an appropriate application development environment</li> <li>• Participate in presentations and demonstrations to contractor and client staff concerning system development life cycle activities</li> <li>• Developing system presentation documents and media</li> <li>• Design and develop application prototypes as part of the rapid application development process</li> </ul> <p><b>Qualifications:</b> Minimum 4 years' experience and a Bachelor's degree</p>
Systems Analyst	<p>Participates in all phases of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>• Perform systems analysis, design, integration, development, testing, and implementation activities</li> <li>• Participate in the development of application software and system documentation</li> <li>• Perform platform alternative analysis is and prepare technical reports recommending an appropriate application development environment</li> <li>• Participate in presentations and demonstrations to contractor and client staff concerning system development life cycle activities</li> <li>• Perform analysis, and develop reports, presentation documents and media in support of client specific information resource management requirements</li> <li>• Design and develop application prototypes as part of the rapid application development process</li> <li>• Perform analysis, report preparation and presentations in support of client information resource management requirements</li> </ul> <p><b>Qualifications:</b> Minimum 5 years' experience and a Bachelor's degree</p>
Systems Developer	<p>Participates in all phases of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>• Participate in, at a minimum, the systems design development, testing and implementation and maintenance phases of the System Development Life Cycle (SDLC)</li> <li>• Participate in all phases of systems development, including programming, customization, testing (unit testing, systems qualification testing, integration testing and user acceptance testing), documentation, and acceptance and maintenance phases</li> <li>• Review programming requirements; create code, apply customization, and develop refinements to requirements in specified media; provide program support, testing, debugging, and writing documentation as required</li> </ul> <p><b>Qualifications:</b> Minimum 3 years' experience and a Bachelor's degree</p>



Labor Category	Position Duties / Responsibilities
Web Developer II	<p>Participates in all phases of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>• Serves as both lead and project developer with experience in the development of web based systems utilizing products &amp; languages such as HTML, XML, .NET, ASP, J2EE, JSP, Java, Oracle or Microsoft application servers, and component based architectures</li> <li>• Develops or programs enhancements to and maintains web based application software with emphasis on the integration of user interfaces with web application RDBMS</li> <li>• Participates in all phases of the system development life cycle, including systems analysis, design, integration, development support, testing, and implementation activities</li> <li>• Supports the development of web based application software and documentation.</li> <li>• Develops and participates in presentations and demonstrations to contractor and client staff concerning web based system development life cycle activities</li> </ul> <p><b>Qualifications:</b> Minimum 2 years' experience</p>
Programmer Analyst	<p>Participates in all phases of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>• Develops or programs enhancements to, and maintains application software,</li> <li>• Performs application design, programming, customization, documentation and implementation of applications activities.</li> <li>• Participates in all phases of application development with emphasis on programming, customization, testing, documentation and acceptance phases.</li> <li>• Reviews programming requirements; creates code, applies customization, and develops refinements to requirements in specified media, provides program support, tests, debugs, and writes documentation as required.</li> </ul> <p><b>Qualifications:</b> Minimum 4 years' experience and a Bachelor's degree</p>
Junior Systems Analyst	<p>Participates in all phases of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>• Perform systems analysis, design, integration, development, testing, and implementation activities</li> <li>• Participate in the development of application software and system documentation</li> <li>• Perform platform alternative analysis and prepare technical reports recommending an appropriate application development environment</li> <li>• Participate in presentations and demonstrations to contractor and client staff concerning system development life cycle activities</li> <li>• Perform analysis, and develop reports, presentation documents and media, in support of client specific information resource management requirements.</li> <li>• Design and develop application prototypes as part of the rapid application development process</li> <li>• Perform analysis, report preparation and presentations, in support of client information resource management requirements</li> </ul> <p><b>Qualifications:</b> Minimum 2 years' experience and a Bachelor's degree</p>
Web Developer III	<p>Participates in all phases of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>• Serve as project developer with experience in web based systems utilizing products and languages such as HTML, XML, .NET, ASP, VBScript, J2EE, JavaScript,</li> </ul>



Labor Category	Position Duties / Responsibilities
	<p>JSP and Java</p> <ul style="list-style-type: none"> <li>• Develop or program enhancements to and maintain web based application software with emphasis on user interfaces to web applications, and web page design and development</li> <li>• Develop graphical screen mock ups using tools such as Adobe Photoshop, HTML, HTTP, and JavaScript</li> <li>• Support the development of application software and documentation</li> </ul> <p><b>Qualifications:</b> Minimum 1-year experience</p>
<b>Developer</b>	<p>Participates in all phases of the system development life cycle. Duties include:</p> <ul style="list-style-type: none"> <li>• Participate in, at a minimum, the systems design development, testing and implementation and maintenance phases of the System Development Life Cycle (SDLC)</li> <li>• Participate in all phases of systems development, including programming, customization, testing (unit testing, systems qualification testing, integration testing and user acceptance testing), documentation, and acceptance and maintenance phases</li> <li>• Review programming requirements; create code, apply customization, and develop refinements to requirements in specified media; providing program support, testing, debugging, and writing documentation as required</li> </ul> <p><b>Qualifications:</b> Minimum 2 years' experience and a Bachelor's degree</p>
<b>Technical Writer</b>	<p>Develops application system documents in support of system development life cycle activities. Duties include:</p> <ul style="list-style-type: none"> <li>• Participate in the generation of computer system documentation including the development of requirements and user documentation</li> <li>• Organize, outline, plan, format and develop documentation with a minimum of direction</li> <li>• Prepare reports and documentation to support client and contractor goals</li> <li>• Participate in presentations and demonstrations to contractor and client staff concerning topic specific analysis</li> <li>• Develop and review system presentation documents and media</li> </ul> <p><b>Qualifications:</b> Minimum 2 years' experience and an Associate's degree</p>
<p><b>(1) Substitution of Experience for Education</b></p> <p><i>The labor category descriptions provide the minimal degree required to qualify for each labor category. Experience may be substituted for the minimal degree depending on the number of years and nature of the experience. Four (4) years of general and specialized experience may be substituted for the next degree. However, no experience substitution is allowed for a High School Diploma, Associate's Degree or Formal Accreditation. The allowable substitutions are as follows:</i></p> <p><i>High School Diploma plus 4 years = Bachelor's Degree</i></p> <p><i>High School Diploma plus 8 years = Master's Degree</i></p> <p><i>Bachelor's Degree plus 4 years = Master's Degree</i></p>	



**Solution Technology Systems, Inc.**

*Your Targeted Solutions Partner*



**U.S. General Services Administration**

Labor Category	Position Duties / Responsibilities
	<p><i>Note: STSI prefers BA/BS degrees to be in either technical or scientific disciplines. For positions not requiring BA/BS degrees, STSI prefers either a High School diploma or GED with a focus in Information Technology.</i></p>



## STSI GSA IT SCHEDULE PRICE LIST

GSA Labor Category	On-Site HOURLY RATE	Off-Site HOURLY RATE
	Effective 7-19-2018	Effective 7-19-2018
Analyst	\$136.92	\$143.87
Database Analyst	\$153.55	\$161.23
Database Specialist	\$149.95	\$157.45
Developer	\$80.64	\$84.67
Developer Analyst	\$136.53	\$143.35
Enterprise Resource Planning (ERP) Application Programmer	\$187.77	\$197.15
Enterprise Resource Planning (ERP) Systems Analyst	\$215.25	\$226.01
Infrastructure Engineer	\$150.12	\$157.62
Junior Systems Analyst	\$99.76	\$104.76
Programmer Analyst	\$102.10	\$107.20
Project Manager	\$156.27	\$164.08
Security Specialist	\$119.59	\$125.55
Senior Analyst	\$172.56	\$181.18
Senior Business Development Analyst	\$229.84	\$241.32
Senior Consultant/IT Specialist	\$258.02	\$270.92
Senior Developer Analyst	\$157.37	\$165.25
Senior Infrastructure Engineer	\$177.05	\$185.90
Senior Programmer Analyst	\$160.22	\$168.23
Senior Project Manager	\$282.21	\$296.32
Senior Security Specialist	\$148.37	\$155.80
Senior Systems Analyst	\$148.43	\$155.85
Systems Analyst	\$127.20	\$133.57
Systems Developer	\$120.95	\$127.00
Technical Writer	\$62.50	\$65.62
Web Developer II	\$120.95	\$127.00
Web Developer III	\$80.19	\$84.19

- All prices include the GSA IFF and are exclusive of travel-related expenses
- Prompt Payment - Net 30

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

### **III. COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION**

#### **PREAMBLE**

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

#### **COMMITMENT**

To actively seek and partner with small businesses.

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

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

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

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

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

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

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

**Solution Technology Systems, Inc. (STSI)**  
**Carol Caputo, Phone: (703) 247-0939**  
**e-mail: [CCaputo@stsiinc.com](mailto:CCaputo@stsiinc.com)**  
**Company Fax Number: (703) 522-4182**

BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE

**Solution Technology Systems, Inc. (STSI)**

In the spirit of the Federal Acquisition Streamlining Act ( ordering activity ) and ( Contractor ) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s): **GS-35F-0347J**.

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

\_\_\_\_\_  
Ordering Activity                      Date

\_\_\_\_\_  
Contractor                              Date

BPA NUMBER \_\_\_\_\_

**Solution Technology Systems, Inc. (STSI)**  
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) **GS-35F-0347J**, 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; **Solution Technology Systems, Inc. (STSI)**
- (b) Contract Number; **GS-35F-0347J**
- (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 requirement.

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

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

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

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

Here is a general outline on how it works:

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