

GENERAL SERVICES ADMINISTRATION

**Federal Acquisition Service
Authorized Federal Supply Schedule Price List**

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: www.gsaadvantage.gov.

**GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
SERVICES**

FSC Group 70

Contract Number
GS-35F-0935N

Period Covered by Contract
September 29, 2008 THROUGH September 28, 2018



THOMSON REUTERS

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General Services Administration

Supplement through **Modification #PO-0028**, dated **May 30, 2014**.

Business Size: Large Business

DUNS Number: 03-720-1378



**AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST GENERAL PURPOSE
COMMERCIAL INFORMATION TECHNOLOGY SERVICES**

SPECIAL ITEM NO. 132-51 INFORMATION TECHNOLOGY PROFESSIONAL SERVICES

FPDS Code D302 IT Systems Development Services
FPDS Code D306 IT Systems Analysis Services
FPDS Code D307 Automated Information Systems Design and Integration Services
FPDS Code D308 Programming Services
FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

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

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

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

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General Services Administration
Federal Acquisition Service

Pricelist current through Modification #**PO-0028**, dated **May 30, 2014**.

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



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**CUSTOMER INFORMATION**

- 1a. Table of awarded special item numbers with appropriate cross-reference to item descriptions and awarded price:

Special Item Number 132-51 Information Technology Professional Services

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

Refer to page 10 for awarded GSA Schedule Contract pricelist.

- 1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided.

Refer to page 7 for Labor Category Descriptions and qualifications.

2. Maximum order: **\$500,000**
3. Minimum order: **\$100**
4. Geographic coverage (delivery area): **Delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico and Washington, DC, and to a CONUS port or consolidation point for orders received from overseas activities.**
5. Point of production (city, county, and State or foreign country): **Not Applicable**
6. Discount from list prices or statement of net price:
- Prices shown are net Government awarded discount and include the Industrial Funding Fee.**
7. Quantity discounts: **None**
8. Prompt payment terms: **0% Net 30 days**
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.

Government purchase cards will be accepted for orders at or below the micro-purchase threshold.



- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.

Government purchase cards are accepted for orders above the micro-purchase threshold.

10. Foreign items (list items by country of origin): **None**

- 11a. Time of delivery:

Negotiated between Contractor and Ordering Activity

- 11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery:

Items available for expedited delivery are noted in this price list.

- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

Not available.

- 11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to affect a faster delivery.

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies 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 agency, 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.

12. F.O.B. point: **Destination, or as agreed to between the Contractor and the Ordering Agency**



13a. Ordering address:

**Discovery Logic, Inc.
1455 Research Blvd., 2nd Floor
Rockville, MD 20850**

Phone: 215-823-6165

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address:

**Discovery Logic, Inc.
1455 Research Blvd., 2nd Floor
Rockville, MD 20850**

Bank account information for wire transfer payments will be shown on the invoice.

15. Warranty provision: **Not Applicable**

16. Export packing charges: **Not Applicable**

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). **Not Applicable**

18. Terms and conditions of rental, maintenance, and repair: **Not Applicable**

19. Terms and conditions of installation: **Not Applicable**

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: **Not Applicable**

20a. Terms and conditions for any other services: **Not Applicable**

21. List of service and distribution points: **Not Applicable**

22. List of participating dealers: **Not Applicable**

23. Preventive maintenance: **Not Applicable**

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): **Not Applicable**



- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/.

Not Applicable

25. Data Universal Number System (DUNS) number: **03-720-1378**
26. Notification regarding registration in System for Award Management (SAM) database.

Contractor is registered in SAM. CAGE Code 3D2R1



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

1. SCOPE

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

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

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

3. ORDER

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



4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- c. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- d. 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.
- e. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either:
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if:
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.



(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities



by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

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

11. INVOICES

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

12. PAYMENTS

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

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



13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

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



DESCRIPTIVE INFORMATION RELATING TO IT PROFESSIONAL SERVICES

PROGRAM MANAGEMENT

These positions are responsible for the management and administration of contracts. They administer operations and projects effort by managing project costs, schedules, tasks, risks, and resources. They provide strategic planning services, track and report on task status, and ensure that quality assurance measures and standards are applied to all aspects of project work. The program management specialist can supplement an existing organization or provide complete project fulfillment in concert with other functional areas.

Program Director

Formulates and reviews strategic plans, marketing plans, subcontracting, and deliverable items, determines contract costs, and ensures conformity with contract terms and conditions. Responsible for oversight of multiple projects at diverse locations. Actively applies quality assurance measures to the management and performance of the contract. Authorized to negotiate on behalf of and bind the contractor to contract provisions. May provide strategic oversight and quality assurance reviews to several projects across multiple program areas. Minimum educational requirement is a Masters degree and 15 years of experience at an executive level, or equivalent combination of education and experience.

Project Manager

Responsible for overall management of the contract. Administers and reports status of project costs, scope, schedule, resources, and issues. Organizes, directs, and coordinates planning and production of all contract support activities. Must have excellent oral and written communication skills, with a demonstrated capability for dealing with all levels of management personnel, contractor managers, and client representatives. Responsible for the performance of all contract activities and task order requirements. Minimum educational requirement is a Bachelors degree and 10 years of progressive experience coordinating and leading projects, or equivalent combination of education and experience.

Sr. Business Analyst/Facilitator 1

Provides expert meeting facilitation services. Leads JAD sessions to identify and document business, policy, and system requirements and issues. Reviews organizational meeting and communication practices and advises on improvements in these areas. Gathers facts through research, interviewing, surveys, etc. analyze the client's business, draw conclusions, prepare final reports and gives presentations. Also, may have leadership responsibilities of other business analyst or specialist. Minimum or equivalent years of experience for performance of this service is 8 years of requirements definition, design, and meeting facilitation. Minimum educational requirement is a bachelor's degree or equivalent.



Business Analyst/Facilitator 2

Provides expert meeting facilitation services. Leads JAD sessions to identify and document business, policy, and system requirements and issues. Reviews organizational meeting and communication practices and advises on improvements in these areas. Also, may have leadership responsibilities of other business analyst or specialist. Minimum or equivalent years of experience for performance of this service is 6 years of requirements definition, design, and meeting facilitation. Minimum educational requirement is a bachelor's degree or equivalent.

SOLUTIONS ARCHITECTURE AND ENGINEERING

These software specialists provide services such as requirements analysis, process analysis, architecture determination, software design, programming, testing, and implementation. The software specialist can supplement an existing organization or provide complete project fulfillment in concert with other functional areas.

Senior Software Architect – Level 4

Enterprise-wide authority responsible for design and construction of architecture strategic to core corporate/agency mission(s). Serves as technical lead on more complex projects or serves as a senior member of a project team. Minimum or equivalent years of experience for performance of this service is 8 years. Minimum educational requirement is a bachelor's degree, but candidates may hold a master's degree or equivalent.

Senior Software Architect – Level 3

Enterprise-wide authority responsible for design and construction of architecture strategic to core corporate/agency mission(s). Serves as technical lead on more complex projects or serves as a senior member of a project team. Minimum or equivalent years of experience for performance of this service is 6 years. Minimum educational requirement is a bachelor's degree, but candidates may hold a master's degree or equivalent.

Engineer Level 5

Leads projects within their area of specialty or serves as a senior member of a project team. Minimum or equivalent years of experience for performance of this service is 5 years. Minimum educational requirement is a bachelor's degree or equivalent.

Engineer Level 4

Leads projects within their area of specialty or serves as a leading member of a project team. Minimum or equivalent years of experience for performance of this service is 4 years. Minimum educational requirement is a bachelor's degree or equivalent.

Software Engineer – Level 3

Serves as a member of a project team with duties including data analysis, database design, network design, programming, and implementation. May provide guidance and assistance to junior team members. Minimum or equivalent years of experience for performance of



this service is 4 years. Minimum educational requirement is a bachelor's degree or equivalent.

Software Engineer - Level 2

Has the ability to work independently with pre-defined tasks or as a member of a project team under the direction of more senior members. Minimum or equivalent years of experience for performance of this service is 4 years. Minimum educational requirement is a bachelor's degree or equivalent.

Software Engineer - Level 1

Implements requirements under the direction of more senior specialist. In addition, has more independence in their area of specialty. Minimum or equivalent years of experience for performance of this service is 3 years. Minimum educational requirement is a bachelor's degree or equivalent.

SUBJECT MATTER EXPERTS

An expert in the subject matter that is the foundation of the solution being implemented. More than Program Management, this senior position works intimately with Corporate/agency policymakers, providing continuous program analysis and oversight to ensure that solutions evolve in line with strategic policy, operational and financial targets. The subject matter expert will provide subject matter expertise and planning in support of executive, regulatory, and legislative government initiatives. The subject matter expert will provide strategic and performance-planning support for initiatives like the Information Technology Management Reform Act, Government Performance and Results Act, Chief Financial Officer Act, and others.

Subject Matter Expert - Level 2

An expert in the subject matter that is the foundation of the solution being implemented. Provides project management, technical planning, and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the group or enterprise level. Manages and coordinates project activities, acts as project technical lead, and customer technical liaison. May act as project task leader. Minimum or equivalent years of experience for performance of this service are 8 years. Minimum educational requirement is a bachelor's degree or equivalent.

Subject Matter Expert - Level 1

An expert in the subject matter that is the foundation of the solution being implemented. Provides technical expertise and guidance in the determination of technical and data architectures, definition of user requirements, and prototyping of systems. Also, provides technical expertise in the use of COTS software for executive information and decision support systems, data mapping, and performance management. May act as project task leader. Minimum or equivalent years of experience for performance of this service are 5 years. Minimum educational requirement is a bachelor's degree or equivalent.



PROGRAM-SPECIFIC ANALYSIS, OPERATIONS AND SUPPORT

Fully knowledgeable of all aspects of the program or programs under his/her management, this position establishes objectives and requirements; develops budgets; develops program/project standards and schedules; monitors outside resources; and has experience or extensive knowledge with the processes and procedures relative to the functional area. Reviews/oversees/ supports preparation of all related documentation; conducts program reviews, meetings, etc. Works independently under general guidelines or objectives set by supervisor. Minimum Education: Possesses a bachelor's degree in related technical or business discipline or equivalent work experience per Discovery Logic's policy shown above.

MIS Analysis and Support Specialist

This specialist formulates/defines system scope and objectives for assigned Management Information Systems (MIS) projects. Devises or modifies procedures to solve complex problems; prepares detailed specifications from which programs will be written; responsible for program design, coding, testing, debugging and documentation. Also, may have leadership responsibilities of other specialist. Minimum or equivalent years of experience for performance of this service is 4 years. Minimum educational requirement is a bachelor's degree or equivalent.

Financial Compliance Analysis

A financial specialist who leads and participates in providing financial and budgeting support for major programs, facilities, and organizations. Leads and participates in the development, implementation, and review of budgets; unit cost information; maintenance and evaluation of historical cost data records; out-year cost estimates and projections; financial management; evaluation of program costs using cost estimation methodologies such as Cost Estimating Relationships (CER); specific analogies; specialist estimates; standard rates; cost model applications; and trend analysis. Bachelors degree from an accredited university in finance, business administration, or accounting.

Senior Support Analyst – Level 5

This senior support analyst works intimately with Corporate/agency policymakers and concentrates on project control, providing continuous program analysis and oversight to ensure that solutions evolve in line with strategic policy, operational and financial targets. Analyzes information and situations and implements actions, independently and or through the management team to ensure project objectives are met. Also, may have leadership responsibilities of other specialist. Minimum or equivalent years of experience for performance of this service is 6 years. Minimum educational requirement is a bachelor's degree or equivalent.

Senior Support Analyst – Level 4

This senior support analyst works intimately with Corporate/agency policymakers and concentrates on project control, providing continuous program analysis and oversight to ensure that solutions evolve in line with strategic policy, operational and financial targets. Also, may have leadership responsibilities of other specialist. Minimum or equivalent years of experience for performance of this service is 4 years. Minimum educational requirement is a bachelor's degree or equivalent.



Senior Support Analyst – Level 3

This senior support analyst works intimately with Corporate/agency policymakers and concentrates on project control, providing continuous program analysis and oversight to ensure that solutions evolve in line with strategic policy, operational and financial targets. Also, may have leadership responsibilities of other specialist. Minimum or equivalent years of experience for performance of this service is 4 years. Minimum educational requirement is a bachelor's degree or equivalent. May substitute specific program area education for experience.

Senior Support Analyst – Level 2

This senior support analyst works intimately with Corporate/agency policymakers and concentrates on project control, providing continuous program analysis and oversight to ensure that solutions evolve in line with strategic policy, operational and financial targets. Also, may have leadership responsibilities of other specialist. Minimum or equivalent years of experience for performance of this service is 3 years. Minimum educational requirement is a bachelor's degree or equivalent.

Senior Support Analyst – Level 1

This senior support analyst works intimately with Corporate/agency policymakers and concentrates on project control, providing continuous program analysis and oversight to ensure that solutions evolve in line with strategic policy, operational and financial targets. Also, may have leadership responsibilities of other specialist. Minimum or equivalent years of experience for performance of this service is 3 years. Minimum educational requirement is a bachelor's degree or equivalent. May substitute specific program area education for experience.

Senior Program Analysis and Support

A specialist who has a technical concentration and has the ability to lead and direct other specialists. Minimum or equivalent years of experience for performance of this service is 3 years. Minimum educational requirement is a bachelor's degree or equivalent.

Program Analysis and Support

A program analyst who applies analytical skills to support process improvement, program studies and analysis. Typical duties include analysis, planning, establishment of requirements, functional modeling, development of procedures, development of functional architectures, and other related management and technical duties. Requires expertise in specialty areas such as modeling and analysis, financial services, or health care. Bachelor's degree and at least two years of experience in the functional areas of human resources, medical or finance.

Program Support Services

A program analyst who applies analytical skills to support process improvement, program studies and analysis. Typical duties include analysis, planning, establishment of requirements, functional modeling, development of procedures, development of functional architectures, and other related management and technical duties. Requires expertise in specialty areas such as modeling and analysis, financial services, or health care. Bachelor's degree and at least two years of experience in the functional areas of human resources, medical or finance. May report to a more senior specialist.



HELP DESK OPERATIONS AND SUPPORT

The support specialist staff provides services, which support the functional requirements of a project. These areas may include quality assurance, operations, training, and technicians. The support specialist staff can supplement an existing organization or in concert with other functional areas, can provide complete project fulfillment.

Support Specialist Level 7 (Help Desk Operations Manager)

This specialist manages quality assurance testing, testing methodology and design, configuration management, change management, documentation and training, and support. Establishes test guidelines and methodology for development and maintenance tasks. Manages quality assurance testers, technical writers, change management staff, and trainers. Ensures that code is developed, modified, and implemented in conformance with documented system requirements. Minimum educational requirement is a Bachelors degree and 8 years of progressive experience in system analysis and testing, or equivalent combination of education and experience.

Support Specialist Level 6 (Help Desk Operations/Information Specialist)

This specialist concentrates on operations, training and project control. Also, may have leadership responsibilities of other specialist. Minimum or equivalent years of experience for performance of this service is 4 years. Minimum educational requirement is a bachelor's degree or equivalent.

Support Specialist Level 5 (QA Testing)

This specialist concentrates on quality assurance and project control. Also, may have leadership responsibilities of other specialist. Minimum or equivalent years of experience for performance of this service is 4 years. Minimum educational requirement is a bachelor's degree or equivalent.

Support Specialist Level 4 (Information Specialist, Technical Writer or Trainer)

A specialist who is generally more technical in nature. This specialist typically has a single area of concentration which may involve operations or training. Minimum or equivalent years of experience for performance of this service is 2 years. Minimum educational requirement is a bachelor's degree or equivalent.

Support Specialist Level 3

Implements requirements under the direction of more senior specialist. In addition, has more independence in their area of specialty. Minimum or equivalent years of experience for performance of this service is 2 years. Minimum educational requirement is an associate degree or two years of higher education or equivalent.

Support Specialist Level 2

Implements requirements under the direction of more senior specialist. Minimum or equivalent years of experience for performance of this service is 2 years. Minimum educational requirement is an associate degree or two years of higher education or equivalent.



AWARDED GSA SCHEDULE CONTRACT PRICING SIN 132-51

SIN	Item Number	Position Title	GSA Price with IFF – On-Site RATE	GSA Price with IFF – Off-Site RATE
132-51	DL70-005	Program Director	\$181.36	\$199.50
132-51	DL70-006	Project Manager	\$136.02	\$149.62
132-51	DL70-007	Sr. Business Analyst/Facilitator 1	\$108.82	\$119.70
132-51	DL70-008	Business Analyst/Facilitator 2	\$81.61	\$89.77
132-51	DL70-010	Senior Software Architect – Level 4	\$272.04	\$299.24
132-51	DL70-012	Senior Software Architect – Level 3	\$240.30	\$264.33
132-51	DL70-016	Engineer Level 5	\$172.29	\$189.52
132-51	DL70-018	Engineer Level 4	\$163.22	\$179.55
132-51	DL70-020	Software Engineer – Level 3	\$149.62	\$164.58
132-51	DL70-030	Software Engineer Level 2	\$122.42	\$134.66
132-51	DL70-040	Software Engineer Level 1	\$113.35	\$124.69
132-51	DL70-050	Subject Matter Expert Level 2	\$199.50	\$219.45
132-51	DL70-060	Subject Matter Expert Level 1	\$167.76	\$184.53
132-51	DL70-070	Senior Support Analyst – Level 5	\$184.53	\$202.99
132-51	DL70-072	Senior Support Analyst – Level 4	\$108.82	\$119.70
132-51	DL70-074	Senior Support Analyst – Level 3	\$99.75	\$109.72
132-51	DL70-076	Senior Support Analyst – Level 2	\$87.96	\$96.76



SIN	Item Number	Position Title	GSA Price with IFF – On-Site RATE	GSA Price with IFF – Off-Site RATE
132-51	DL70-078	Senior Support Analyst – Level 1	\$79.80	\$87.78
132-51	DL70-080	MIS Analysis and Support Specialist	\$174.56	\$192.02
132-51	DL70-090	Senior Program Analysis and Support	\$68.01	\$74.81
132-51	DL70-100	Financial Compliance Analysis	\$74.81	\$82.29
132-51	DL70-110	Program Analysis and Support	\$49.87	\$54.86
132-51	DL70-120	Program Support Services	\$49.87	\$54.86
132-51	DL70-130	Support Specialist Level 7 (Help Desk Operations Manager)	\$79.80	\$87.78
132-51	DL70-140	Support Specialist Level 6 (Help Desk Operations/ Information Specialist)	\$69.82	\$76.81
132-51	DL70-150	Support Specialist Level 5 (QA Testing)	\$49.87	\$54.86
132-51	DL70-160	Support Specialist Level 4 (Information Specialist, Technical Writer or Trainer)	\$49.87	\$54.86
132-51	DL70-170	Support Specialist Level 3	\$39.90	\$43.89
132-51	DL70-180	Support Specialist Level 2	\$29.92	\$32.92



USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

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



SUGGESTED FORMATS FOR BLANKET PURCHASE AGREEMENTS

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

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

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

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

Signatures

Ordering Activity 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 DISCOUNT/PRICE	*SPECIAL BPA
_____	_____
_____	_____
_____	_____

- (2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

- (3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.
- (4) This BPA does not obligate any funds.
- (5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.
- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

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



- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
- (a) Name of Contractor;
 - (b) Contract Number;
 - (c) BPA Number;
 - (d) Model Number or National Stock Number (NSN);
 - (e) Purchase Order Number;
 - (f) Date of Purchase;
 - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.



BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

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

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

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

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the 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