

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

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

FPDS Code D301	IT Facility Operation and Maintenance
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 D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Automated News Services, Data Services, or Other Information Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

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

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and 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 performed by the publisher or manufacturer or one of their authorized agents.

Delex Systems, Inc.



13865 Sunrise Valley Dr. Suite 250

Herndon, VA 20171

Telephone (703) 734-8300

Facsimile (703) 893-5338

Internet Address/Web Site: <http://www.delex.com/>

Contract Number: GS-35F-5936H

Period Covered by Contract: September 29, 1998 – September 28, 2018

**General Services Administration
Federal Acquisition Service**

Pricelist current through Modification # P00022, dated 21 January 2014

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

TABLE OF CONTENTS

SECTION #	SECTION	PAGE #
	INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS	2
	SPECIAL NOTICE TO AGENCIES: Small Business Participation	2
1	GEOGRAPHIC SCOPE OF CONTRACT	2
2	CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION	2
3	LIABILITY FOR INJURY OR DAMAGE	3
4	STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279	3
5	FOB DESTINATION	3
6	DELIVERY SCHEDULE	3
7	DISCOUNTS	3
8	TRADE AGREEMENTS ACT OF 1979, AS AMENDED	3
9	STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING	4
10	SMALL REQUIREMENTS	4
11	MAXIMUM ORDER	4
12	USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS	4
13	FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS	6
13.1	FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)	6
13.2	FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)	6
14	SECURITY REQUIREMENTS	7
15	CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES	7
16	GSA Advantage!	7
17	PURCHASE OF OPEN MARKET ITEMS	7
18	CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS	8
19	OVERSEAS ACTIVITIES	8
20	BLANKET PURCHASE AGREEMENTS (BPAs)	8
21	CONTRACTOR TEAM ARRANGEMENTS	9
22	INSTALLATION, DEINSTALLATION, REINSTALLATION	9
23	SECTION 508 COMPLIANCE	9
24	PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SECHEDULES	9
	TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)	10
1	SCOPE	10
2	PERFORMANCE INCENTIVES	10
3	ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)	10
4	ORDER	13

5	PERFORMANCE OF SERVICES	13
6	INSPECTION OF SERVICES	13
7	RESPONSIBILITIES OF THE CONTRACTOR	13
8	RESPONSIBILITIES OF THE ORDERING ACTIVITY	13
9	INDEPENDENT CONTRACTOR	14
10	ORGANIZATIONAL CONFLICTS OF INTEREST	14
11	INVOICES	14
12	PAYMENTS	14
13	RESUMES	14
14	INCIDENTAL SUPPORT COSTS	15
15	APPROVAL OF SUBCONTRACTS	15
16	DESCRIPTION OF IT SERVICES AND PRICING	15
16(a)	Description of each type of IT Service offered under Special Item Number 132-51	17
16(b)	Description of each type of IT Service Job Titles offered under Special Item Number 132-51	22
16(c)	Pricing of IT Service offered under Special Item Number 132-51	28

INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

For orders exceeding the micro purchase 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!TM on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!TM and the Federal Acquisition Services Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT:

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

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

Offerors are requested to check one of the following boxes:

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

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering Address

DELEX SYSTEMS, INC
13865 Sunrise Valley Dr. Suite 250
Herndon, VA 20171
Telephone: (703) 734-8300
Facsimile: (703) 893-5338

Payment Address

DELEX SYSTEMS, INC
13865 Sunrise Valley Dr. Suite 250
Herndon, VA 20171

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold or oral or written 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 can be used by ordering activities to obtain technical and/or ordering assistance: (703) 734-8300.

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: 049543549

Block 30: Type of Contractor – B. Other Small Business

Block 31: Woman-Owned Small Business - No

Block 36: Contractor's Taxpayer Identification Number (TIN) 54-0836954

4a. CAGE CODE: 4D400

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

5. FOB DESTINATION

6. DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-51	As determined by the Ordering Activity and Delex Systems, Inc.

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

7. DISCOUNTS:

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: Net 30
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: Same as Federal Government
- e. Discount for use of Government Commercial Credit Card: None

8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:

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

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

All packaging meets export packaging requirements

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.)

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

The maximum dollar value per order for all Information Technology IT Professional services will be \$500,000.

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS.

In accordance with FAR 8.405:

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

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.405, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering activities need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering activity has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

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

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

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

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

Review additional Schedule Contractor’s

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

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

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

d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.405. All schedule contracts contain BPA provisions. Ordering activities may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

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

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

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

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 World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

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

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

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), 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 include items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

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

Not applicable unless otherwise specified by the individual order.

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 552.238-74, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services 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 of 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, de-installation, 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:

Delex Systems, Inc.: <http://www.delex.com/>.

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

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

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

(b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contracts, 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 the commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective-
 - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY

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

27. ADVANCE PAYMENTS

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

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

1. SCOPE

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

2. PERFORMANCE INCENTIVES

- a. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
- d. The above procedures do not apply to Time and Material or labor hour orders.

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

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

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

- (a) When ordering IT professional services ordering activities shall –
 - (1) Prepare a Request (Request for Quote or other communication tool):
 - (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of

work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

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

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

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

(2) Transmit the Request to Contractors:

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

(ii) The request for proposal should be to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for proposal should be provided to

additional contractors that offer services that will meet the agency's needs. Ordering activities should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

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

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

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

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

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

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

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

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

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

The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements

in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

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

4. 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.

5. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT 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) 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, map 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 Government contract, without some restriction on 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 Government, 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 agency 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

Delex Systems is a foremost source of advanced technology in both classified and unclassified environments. This complement of technology has grown from decades of experience in engineering, networking, modeling and simulation, database development, operations and training.

(a) Description of each type of IT Service offered under Special Item Number 132-51:

(1) **IT Facility Operation and Maintenance:** Delex IT facility operation and maintenance services provide an efficient office foundation for daily administrative and operational efforts. They include:

- Hardware/Software Requirements Analysis
- IT Facilities Evaluation and Selection
- Hardware And Software Maintenance and Upgrade Management
- Facility Financial Analysis and Management
- Network Operations and Troubleshooting
- Database Operations and Troubleshooting
- IT Operations Records Management
- Facility Operations and Maintenance Documentation
- IT Facility Security Analysis
- IT Facility Security Operations

(2) **IT Systems Development Services:** Delex provides IT systems development services in support of a broad range of client applications, including: training, modeling and simulation, weapon system test and evaluation, military tactical development and evaluation, and other IT solutions. In the course of that support, Delex analysts conduct:

- Analysis of IT System Requirements
- Design Trade-Off Studies
- Hardware and Software Environment Selection
- System Prototyping
- Human-Computer Interface Prototyping
- Top-Level and Detailed System Design
- Software Engineering
- Hardware and Software Integration

- System Testing
- System Validation and Verification
- System Documentation Development
- System Installation and Training
- System Life-Cycle Support

(3) **IT Systems Analysis Services:** Delex conducts systems analysis as a part of a wide range of services addressing training systems, security management systems, information publishing systems, weapon systems analysis, and information management systems. In the course of that support Delex analysts conduct:

- Analysis of Current Systems
- User Requirements Analysis
- Requirements Modeling
- System Prototyping
- Hardware and Software Specification Development
- System Interface Analysis and Design
- Reverse Engineering and Technical Documentation Analysis
- System Architecture Design and Development
- Analysis of Commercial Off the Shelf (COTS) Systems
- Specialized Software Development
- Systems Integration
- Instructional Systems Design
- Data Base Design and Development
- Security Analysis
- System Validation and Verification
- System Documentation Development
- System Life Cycle Support
- Integrated Data Environment Design & Development

(4) **Automated Information Systems Design and Integration Services:**

- Information Requirements Analysis
- Current System Definition
- Configuration Planning
- Architecture Development
- Interface Design and Development
- Hardware and Software Selection or Development
- System Integration
- Documentation Production
- Security Requirements Analysis and Fulfillment
- System Life Cycle Support

(5) **Programming Services:** Delex programming services underlie the company's entire business base, providing customized software development, applications modifications, and specialized coding for training systems, systems acquisitions planning, weapons systems

analysis, and test and evaluation, and integrated data environment development.

Programming tasks include:

- Software Requirements Analysis
- Platform Analysis and Selection
- Configuration Planning
- Code Development
- Verification and Validation
- Graphical User Interface (GUI) Design and Implementation
- Configuration Management

(6) **IT Backup and Security Services:** Delex provides IT backup and security services specialized for the design, acquisition, and life cycle support of hardware and software systems and subsystems as well as associated supporting equipment and infrastructure. These services include:

- Physical and Facility Security Planning and Implementation
- Operations and Communications Security
- Personnel Security
- Data Backup Hardware, and Software Selection and Installation
- Data Backup Procedures Development and Implementation
- Document Storage and Archiving, Including Optical, Electronic, and Hardcopy
- Document Control System Design and Installation
- Automated Information Systems Security Program Development

(7) **IT Data Conversion Services:** Delex IT data conversion services enable offices to efficiently upgrade and transition to new systems, networks, database management systems, and publishing systems. Services include:

- Requirements Analysis and Definition
- Configuration Planning and Troubleshooting
- Data Mapping
- Query and Report Remodeling
- Media and Software Application Conversions
- Multi-Application Publications
- Database-To-Document Publishing
- Historical Records Archiving and Management
- 2-D To 3-D Modeling and Media Conversions

(8) **IT Network Management Services:** Delex IT network management services cover the full range of design to operations functions to maximize information efficiencies while minimizing costs. Elements of Delex network management services include:

- User Requirements Analysis
- Network Design
- Cabling, Topology, and Connectivity Recommendations and Implementation
- Network Hardware, Software, and Applications Selection and Installation
- Customized Software Development
- Client/Server Systems Integration

- Network Operations, Troubleshooting, and Maintenance
- Network Security Program Design and Implementation

(9) Other Information Technology Services Not Elsewhere Classified

(i) **Database Planning and Design:** Delex database planning and design combine in-depth experience in classic database functions with cutting-edge, proof-of-concept development efforts that customize databases to unique requirements. Our database services, which employ standard programming techniques as well as automated tools and applications in Oracle, FoxPro, Access, and related software, include:

- Information Requirements Analysis
- Existing Database Analysis and Evaluation
- Modeling, Table Structure, and Architecture Design
- Graphical User Interface (GUI) Design and Development
- Database Business Rules and Loading Guides Development
- Query and Reporting Applications Design and Development
- Concept Development, Testing, and Prototyping

(ii) **Data/Records Management:** Delex data/records management provides complete life cycle support for office information, whether the data is simple or complex, limited or voluminous. Services include:

- Data Requirements Analysis
- Data Hardware and Software Selection and Configuration
- Data/Records Process Engineering and Reengineering
- Data Entry, Validation, and Deconfliction
- Data Retrieval Procedures Development
- Media Storage Selection and Implementation
- Records Design and Customization
- Security Requirements Analysis and Implementation

(iii) **Project Management:** Delex project management services are designed to ensure measurable, documental, and successful fulfillment of projects and programs, while optimizing information technology, fiscal, and personnel resources. Elements of Delex project management services include:

- Project/Program Mission Analysis
- Project Requirements Analysis
- Task Specification, Work Breakdown and Scheduling
- Resource Modeling and Monitoring
- Quality Assurance Measurement and Control
- Project Documentation and Multimedia Publishing
- End-User Training

(iv) **Systems Engineering:** Delex systems engineering includes the full range of services to design, produce, and employ optimum systems. Our systems engineering underlies the support we provide in the fields of acquisition management, security management, weapon systems analysis, and training systems development. Elements of systems engineering services include:

- Establishment of Operational Requirements
- Translation of Operational to System Requirements
- Cost Effectiveness Analysis and Financial Management
- Concept Development and Design
- Commercial Off The Shelf Survey and Selection, or Fabrication, of Hardware
- COTS Survey and Selection, or Generation, of Software
- Subsystem and System Synthesis and Integration
- Configuration Management
- Environmental Assessments and Impact Statements
- Developmental and Operational Test and Evaluation
- Integrated Logistics/Life Cycle Support
- Independent Verification and Validation

(v) **Acquisition Management:** Delex applies its extensive knowledge and experience in acquisition management philosophy, policies, and procedures to provide system procurement services addressing the full life cycle process. Specific services include:

- Research and Data Collection on System Requirements
- Strategic Operational, Developmental, and Fiscal Planning
- Pre-Award and Post-Award Document Preparation
- Contractor Performance Monitoring
- Development of Risk Management Plans
- Programmatic Analysis and Documentation
- Engineering and Financial Management
- Applications Modifications and Engineering Enhancements
- Interoperability, Portability, and Migration Analysis and Testing
- Developmental and Operational Test and Evaluation
- Integrated Logistics Support Planning and Implementation

(vi) **Test and Evaluation:** The application of knowledge and experience in test and evaluation (T&E) in the earlier stages of design, planning, execution, and analysis to assess the performance of hardware, software, and integrated systems and subsystems as they progress through acquisition milestones has been shown to provide significant cost savings. Delex T&E services ensure those savings through the following support:

- Simulation and Modeling
- Scenario Development
- Test Plan Development
- Resource Planning and Scheduling
- Data Collection and Reduction Planning and Implementation
- Data Analysis
- T&E Documentation

(vii) **Training:** Delex provides comprehensive training support services, bringing state-of-the-art technologies and proven Instructional Systems Development methodologies together to provide responsive solutions to customer training requirements. Supporting services include:

- Training System Requirements Analysis

- Media Selection
- Trade-off Studies
- Development of Instructional Materials
- Computer Based Training Systems Design and Development
- Multimedia Authoring
- Simulation Development
- Training Documentation Development
- Implementation of Training Programs
- System Life Cycle Support
- Training Program Evaluation
- Training Effectiveness Studies and Business Case Development

(b) Description of each type of IT Service Job Titles offered under Special Item Number 132-51:

Job Title: Program Manager

Minimum General Experience: Progressively responsible experience managing technical programs. Demonstrated expertise in the full spectrum of program management activities throughout the contract life cycle, including management of multi-tasked or multiple contracts simultaneously; or equivalent combination of education and experience.

Functional Responsibilities: Performs senior level operational management and oversight of contract support, including multiple taskings (e.g., IDIQ) at multiple sights. Plans, budgets, organizes, directs, schedules, coordinates, and oversees production. Senior resource management authority and senior level communication skills.

Minimum Education: Bachelors Degree – 12 years; Masters – 8 years; or PhD – 4 years

Substitute for Degree: 4 years of additional specialized experience (totaling 16 years), with applicable formal technical training.

Job Title: Project Manager

Minimum General Experience: Progressively responsible experience managing technical projects. Demonstrated expertise in project management skills covering the entire project life cycle, from technical direction through facility, equipment, personnel, and financial management; or equivalent combination of education and experience.

Functional Responsibilities: Principal operational manager for a specific project or set of projects. Directs technical work and manages all aspects of project completion, including the planning, budgeting, scheduling, coordinating, and meeting all production and deliverable requirements. Conducts customer liaison and coordinates with senior management via strong communication skills.

Minimum Education: Bachelors Degree – 8 years or Masters – 4 years

Substitute for Degree: 4 years of additional specialized experience (totaling 12 years), with applicable formal technical training.

Job Title: Senior Scientist

Minimum General Experience: Specialized experience in scientific or technical programs. Demonstrated expertise in the isolation of scientific and technical problems and the formulation and implementation of solutions. Demonstrated significant technical management experience or unique technical knowledge/skills; or equivalent combination of education and experience.

Functional Responsibilities: Serves as expert in one or more technology areas, provides technical guidance for system designs, software and hardware developments, and applications prototyping and development. Serves as technical lead for large, complex programs, or as a technical consultant across multiple programs.

Minimum Education: Masters Degree in a scientific or technical field – 12 years or PhD in a scientific or technical field – 8 years

Substitute for Degree: 16 years experience required with only Bachelors level education.

Job Title: Senior Subject Matter Expert

Minimum General Experience: Specialized technical experience in one or more disciplines. Demonstrated expertise in the isolation of technical problems and the formulation and implementation of solutions in one or more operational or technical fields; or equivalent combination of education and experience.

Functional Responsibility: Assures the technical and operational accuracy of the subject matter that is undergoing analysis and modeling, or that is being incorporated into training products. Performs as subject matter director, project manager, or lead specialist in conducting customer liaison and coordinating with corporate management.

Minimum Education: Bachelor's degree – 12 years; Masters degree – 8 years; or PhD – 4 years

Substitute for Degree: 4 years of additional specialized experience (totaling 16 years) with applicable formal technical training.

Job Title: Subject Matter Expert

Minimum General Experience: Specialized technical experience in one or more disciplines. Demonstrated expertise in the isolation of technical problems and the formulation and implementation of solutions in one or more operational or technical fields; or equivalent combination of education and experience.

Functional Responsibilities: Assures the technical and operational accuracy of the subject matter that is undergoing analysis and modeling, or that is being incorporated into training products. Performs as task leader or lead specialist in conducting customer liaison and coordinating with corporate management.

Minimum Education: Bachelor's degree – 8 years or Masters degree – 4 years

Substitute for Degree: 4 years of additional specialized experience (totaling 12 years) with applicable formal technical training.

Job Title: Senior Systems Analyst

Minimum General Experience: Progressively responsible experience in the analysis, design, and development of systems. Demonstrated expertise in defining requirements, conceptualizing system designs, conducting system comparison analyses, and preparing advanced analytical studies; or equivalent combination of education and experience.

Sample Job Titles: Systems Manager, Test and Evaluation Manager, Senior Training Systems Analyst, Senior Intelligence Analyst, Senior Weapons Analyst.

Functional Responsibilities: Performs wide range of advanced analytical studies oriented toward systems analysis, design, development, testing, acquisition, and life-cycle support. Generally functions in an activity such as information/data management, systems design and development, systems acquisition planning, systems analysis, reverse engineering, configuration management, or test and evaluation.

Minimum Education: Bachelors Degree – 10 years; Masters degree – 6 years; or PhD – 2 years

Substitute for Degree: 4 years of additional specialized experience (totaling 14 years), with applicable formal technical training.

Job Title: Systems Analyst

Minimum General Experience: Progressively responsible experience in the analysis, design, and development of systems. Specific experience in defining requirements, conceptualizing system designs, conducting system comparison analyses, and preparing advanced analytical studies; or equivalent combination of education and experience.

Substitute for Degree: 4 years of additional specialized experience (totaling 10 years), with applicable formal technical training.

Sample Job Titles: Systems Analyst, Test and Evaluation Analyst, Training Systems Analyst, Intelligence Analyst, Weapons Analyst, Acquisition Specialist, Environmental Specialist.

Functional Responsibilities: Performs range of analytical studies oriented toward systems analysis, design, development, testing, acquisition, and life-cycle support. Generally functions in an activity such as information/data management, systems design and development, systems acquisition planning, systems analysis, reverse engineering, configuration management, or test and evaluation.

Minimum Education: Bachelors Degree – 6 years or Masters degree – 2 years

Substitute for Degree: 4 years of additional specialized experience (totaling 10 years), with applicable formal technical training.

Job Title: Junior Systems Analyst

Minimum General Experience: Entry level position.

Functional Responsibilities: Supports analytical studies oriented toward systems analysis, design, development, testing, acquisition, or life-cycle support. Generally functions in an activity such as information/data management, systems design and development, systems acquisition planning, systems analysis, reverse engineering, configuration management, or test and evaluation.

Minimum Education: Bachelors Degree

Substitute for Degree: 4 years of specialized experience, with applicable formal technical training

Job Title: Senior Software Applications Specialist

Minimum General Experience: Specialized experience in information systems design or software applications in complex hardware/software environments; or equivalent combination of education and experience.

Functional Responsibilities: Performs as technical director, lead specialist, or project manager for efforts addressing user requirements analysis, data extraction and presentation issues, the design of software applications, Computer Aided Systems Engineering (CASE) analyses, software application interoperability and compatibility analyses, software test and evaluation efforts, advanced graphical user interface design and production, and quality assurance measures.

Minimum Education: Bachelors Degree – 8 years or Masters degree – 4 years, and formal training in Software Application programming.

Substitute for Degree: 4 years of specialized experience in software applications (totaling 12 years of experience), with formal training in software applications packages, high order programming, or other specialized language.

Job Title: Software Applications Specialist

Minimum General Experience: 4 years of specialized experience in information systems design or software applications in complex hardware/software environments; or equivalent combination of education and experience.

Functional Responsibilities: Conducts user requirements analysis, conducts Computer Aided Systems Engineering (CASE) analyses, designs software applications, performs software application interoperability and compatibility analyses, conducts software test and evaluation, designs and produces advanced graphical user interfaces, and implements quality assurance measures.

Minimum Education: Bachelors Degree – 4 years or Masters degree and entry level, and formal training in Software Applications programming.

Substitute for Degree: 4 years of specialized experience in software applications (totaling 8 years of experience), with formal training in software applications packages, high order programming, or other specialized language.

Job Title: Junior Software Applications Specialist

Minimum General Experience: Entry level position.

Functional Responsibilities: Assists in conducting user requirements analysis, addressing data extraction and presentation issues, designing software applications, using Computer Aided Systems Engineering (CASE) tools, performing software application interoperability and compatibility analyses, conducting software test and evaluation, designing and producing advanced graphical user interface, and implementing quality assurance measures.

Minimum Education: Bachelors Degree. Formal training in Software Applications programming.

Substitute for Degree: 4 years of specialized experience in software applications or specialized programming, with formal training in software packages or programming languages.

Job Title: Senior Systems Engineer

Minimum General Experience: Progressively responsible experience in the analysis, design, and engineering development of hardware and software systems. Demonstrated expertise in defining requirements, conceptualizing system designs, conducting subsystem comparison/trade-off analyses, developing systems and subsystems, performing system test and evaluation, preparing advanced technical or engineering studies, and producing or overseeing production of system documentation; or equivalent combination of education and experience.

Functional Responsibilities: Performs wide range of advanced technical or engineering studies oriented toward systems engineering, design, development, testing, acquisition, and life-cycle support. Generally functions in an activity such as information/data management, hardware and software systems design and development, hardware/software integration and testing, systems acquisition planning, systems analysis, reverse engineering, configuration management, or test and evaluation.

Minimum Education: Degree in Engineering, Computer Science, or other scientific or technical field, Bachelors Degree – 10 years; Masters degree – 6 years; or PhD – 2 years.

Substitute for Degree: 4 years of additional specialized experience in systems engineering (totaling 14 years), with applicable formal technical training.

Job Title: Systems Engineer

Minimum General Experience: Progressively responsible experience in the analysis, design, and engineering development of hardware and software systems. Demonstrated expertise in defining requirements, conceptualizing system designs, conducting subsystem comparison/trade-off analyses, developing systems and subsystems, performing system test and evaluation, preparing advanced technical or engineering studies, and producing or overseeing production of system documentation; or equivalent combination of education and experience.

Functional Responsibilities: Performs wide range of technical or engineering studies oriented toward systems engineering, design, development, testing, acquisition, and life-cycle support. Generally functions in an activity such as information/data management, hardware and software systems design and development, hardware/software integration and testing, systems acquisition planning, systems analysis, reverse engineering, configuration management, or test and evaluation.

Minimum Education: Degree in Engineering, Computer Science, or other scientific or technical field, Bachelors Degree – 6 years or Masters degree – 2 years.

Substitute for Degree: 4 years of additional specialized experience in systems engineering (totaling 10 years), with applicable formal technical training.

Job Title: Senior Instructional Systems Designer

Minimum General Experience: 8 years of specialized experience in instructional systems design, instructional technologies, or related multi-media technical disciplines. Demonstrated application of instructional systems development methodology, instructional materials design, and development of computer-based training (CBT); or equivalent combination of education and experience.

Functional Responsibilities: Performs as technical lead, task manager, or project manager for the conduct of user requirements analysis, front-end analysis, learning objectives development, task planning, analytical services, and development of instructional materials including curricula,

multi-media instructional programs, and computer-based training (CBT) systems, for training development and research projects.

Minimum Education: Bachelors Degree – 8 years or Masters degree – 4 years

Substitute for Degree: 4 years of specialized experience (totaling 12 years of experience), in instructional systems design and specifically related efforts, with applicable formal technical training.

Job Title: Instructional Systems Designer

Minimum General Experience: Specialized experience in instructional systems design, instructional technologies, or related multi-media technical disciplines. Demonstrated application of instructional systems development methodology, instructional materials design, and development of computer-based training (CBT); or equivalent combination of education and experience.

Functional Responsibilities: Performs user requirements and front-end analyses, develops learning objectives, conducts task planning, and develops instructional materials including curricula, multi-media instructional programs, computer-based training (CBT) systems, and other technology applications for training development and research projects.

Minimum Education: Bachelors Degree – 4 years or Masters degree – 2 years

Substitute for Degree: 4 years of specialized experience (totaling 8 years experience), in instructional systems design and specifically related efforts, with applicable formal technical training.

Job Title: Senior Security Specialist

Minimum General Experience: Experience in analysis, operations, or management of facility, system, communication, or document security; or equivalent combination of education and experience.

Functional Responsibilities: Leads independent studies and analyses in information system security operations and procedures, leads or conducts hardware and software security analyses, and manages office system security and document control services.

Minimum Education: Coursework or training in police science, criminology, or security procedures, Bachelors degree – 2 years or Masters degree and entry level.

Substitute for Degree: 2 years of specialized experience (totaling 6 years experience), in the analysis or application of security with applicable formal training.

Job Title: Security Specialist

Minimum Experience: Experience in analysis, operations, or management of facility, system, communication, or document security.

Functional Responsibility: Participates in studies and analyses of information system security operations and procedures, hardware and software security analyses, and implements office system security and document control services.

Minimum Education: High school diploma and formal security training – 2 years or A.A. and entry level

Job Title: Technical Editor

Minimum General Experience: Experience in editing and in related production functions in a technical environment; or equivalent combination of education and experience.

Functional Responsibilities: Provides technical writing and editing services of textual, graphical, and other multimedia products, through the complete production cycle from first draft to customer delivery.

Minimum Education: High school diploma with applicable training in technical editing – 4 years or A.A. and entry level.

Job Title: Technical Specialist I

Minimum General Experience: Experience in providing high-level system design and integration support. Significant specialized knowledge in state-of-the-art software, hardware, networking technologies, and information technology.

Functional Responsibilities: Provides first-level support in the design, development, configuration, management, and troubleshooting of complex systems and system interfaces. Identifies complex problems and routes to more experienced Technical Specialists. May apply specialized knowledge of one or more IT disciplines such as databases, networks, or geographic information systems.

Minimum Education: Bachelors Degree –6 years; Masters – 2 years

Substitute for Degree: 4 years of additional specialized experience (totaling 8 years), with applicable formal technical training.

(c) Pricing of IT Service offered under Special Item Number 132-51 (**IFF Rate of 0.75% included**):

DELEX SITE RATES						
	LABOR CATEGORY JOB TITLES	PERIODS OF PERFORMANCE				
		FY 2014 16 Jan 2014 - 30 Sept 2014	FY 2015 1 Oct 2014 – 30 Sept 2015	FY 2016 1 Oct 2015 – 30 Sept 2016	FY 2017 1 Oct 2016 – 30 Sept 2017	FY 2018 1 Oct 2017 – 30 Sept 2018
1	PROGRAM MANAGER	\$187.80	\$191.55	\$195.38	\$199.29	\$203.28
2	SR. SCIENTIST	\$197.17	\$201.11	\$205.14	\$209.24	\$213.42
3	SR. SUBJECT MATTER EXPERT	\$152.81	\$155.87	\$158.99	\$162.16	\$165.41
4	SUBJECT MATTER EXPERT	\$130.25	\$132.85	\$135.51	\$138.22	\$140.99
5	SR. SYSTEMS ANALYST	\$148.56	\$151.53	\$154.56	\$157.65	\$160.80
6	SYSTEMS ANALYST	\$113.92	\$116.20	\$118.52	\$120.89	\$123.31
7	JR.SYSTEMS ANALYST	\$84.09	\$85.78	\$87.49	\$89.24	\$91.03
8	SR.S/W APPLICATIONS SPECIALIST	\$151.23	\$154.26	\$157.34	\$160.49	\$163.70
9	S/W APPLICATIONS SPECIALIST	\$123.55	\$126.02	\$128.54	\$131.11	\$133.73
10	JR.S/W APPLICATIONS SPECIALIST	\$81.67	\$83.30	\$84.97	\$86.67	\$88.40
11	SR.SYSTEMS ENGINEER	\$152.37	\$155.42	\$158.53	\$161.70	\$164.93
12	SYSTEMS ENGINEER	\$122.04	\$124.48	\$126.97	\$129.51	\$132.10
13	SR. INSTRUCTIONAL SYSTEMS DESIGNER	\$116.68	\$119.02	\$121.40	\$123.83	\$126.30
14	INSTRUCTIONAL SYSTEMS DESIGNER	\$88.52	\$90.29	\$92.10	\$93.94	\$95.82
15	TECHNICAL EDITOR	\$87.85	\$89.60	\$91.40	\$93.22	\$95.09
16	TECHNICAL SPECIALIST I	\$114.00	\$116.28	\$118.61	\$120.98	\$123.40

CUSTOMER SITE RATES						
		PERIODS OF PERFORMANCE				
	LABOR CATEGORY JOB TITLES	FY 2014 16 Jan 2014 - 30 Sept 2014	FY 2015 1 Oct 2014 – 30 Sept 2015	FY 2016 1 Oct 2015 – 30 Sept 2016	FY 2017 1 Oct 2016 – 30 Sept 2017	FY 2018 1 Oct 2017 – 30 Sept 2018
1	PROJECT MANAGER	\$111.89	\$114.13	\$116.41	\$118.74	\$121.11
2	SUBJECT MATTER EXPERT	\$96.36	\$98.29	\$100.26	\$102.26	\$104.31
3	INSTRUCTIONAL SYSTEMS DESIGNER	\$65.49	\$66.80	\$68.14	\$69.50	\$70.89
4	SR. SECURITY SPECIALIST	\$62.68	\$63.94	\$65.22	\$66.52	\$67.85
5	SECURITY SPECIALIST	\$46.76	\$47.70	\$48.65	\$49.62	\$50.62